

## RVS Advanced Insurance Workshop Honolulu

Proposal from Hilton Hawaiian Village Waikiki Beach Resort  
2005 Kalia Road, Honolulu, Hawaii, 96815, USA

### Proposal Details

<b>RFP Name</b>	RVS Advanced Insurance Workshop Honolulu		
<b>RFP Code</b>	H5N39RPCNDX		
<b>Event Name</b>	RiverSource Insurance Advanced Insurance Workshop- Apr 27-28		
<b>Response Date</b>	Mon, 13-Mar-2017 8:25 PM	<b>Proposal Status</b>	Withdrawn
<b>Supplier Name</b>	Hilton Hawaiian Village Waikiki Beach Resort	<b>Supplier Type</b>	Resort
<b>Chain</b>	Hilton	<b>Metro Area</b>	HI - Oahu
<b>Brand</b>	Hilton Hotels		
<b>Commission?</b>	No		

#### Proposal Introduction

Aloha from our corner of paradise!

Thank you for the opportunity to present a proposal for RiverSource's training program next month!

The Hilton Hawaiian Village Waikiki Beach Resort is Waikiki's only true resort destination with the widest stretch of beach on 22 oceanfront acres. We are the premier meeting resort in the Pacific Rim, located twenty minutes from Honolulu International Airport and the perfect gateway location with easy in and out of access of Waikiki. Here are ways we can meet your group's objectives:

- 18 restaurants and bars to dine that include a variety of cuisines at different price points
- 90 boutique shops ranging including convenience stores like ABC
- 24/7 Xerox Business Center including USPS and FedEx services
- Only natural lagoon in Waikiki, Duke Kahanamoku Lagoon
- 5 pools to choose from throughout the resort including Waikiki's longest water slides
- Only pier in Waikiki Beach offering catamaran sailing, snorkeling cruises, and submarine excursions
- Our very own, in-house Waikiki Starlight Luau -Open Sunday thru Thursday evenings
- 30,000 square foot Mandara Spa and health fitness center
- Weekly Friday night fireworks show
- Only 10 minutes away from Ala Moana Shopping Center – the world's largest open air mall!

For over 50 years, the Hilton Hawaiian Village has hosted esteemed guests and shared its warm Hawaiian hospitality. We invite you to experience our personalized service and flawless execution for your group.

Date Type	Event Dates	Check-In Date	Availability	Rates (USD)
Preferred	Thu, 27-Apr-2017 to Fri, 28-Apr-2017	Wed, 26-Apr-2017	1st Option - Holding Space Until 17-Mar-2017	260.00

**Concessions or Contractual Requirements** Hotel confirming this based on contract commitment by Friday, March 17, 2017.

### Key Contact Information

<b>Contact Name</b>	Priscilla Lee	<b>Email Address</b>	priscilla.lee@hilton.com
<b>Organization</b>	Hilton Hawaiian Village Waikiki Beach Resort	<b>Phone</b>	808-948-7643
<b>Title</b>	Sales Account Executive	<b>Fax</b>	808-947-7914
<b>Website</b>	<a href="http://www.hiltonhawaiianvillage.com">www.hiltonhawaiianvillage.com</a>		

**Additional Information** Oahu is home to a fusion of east and west cultures rooted in the traditions of the Native Hawaiian people. It's this fundamental contrast between the ancient & the modern, city & country, that makes discovering Oahu so enjoyable. North Shore and surf in the morning, and the Waikiki scene at night!

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## Sleeping Room Availabilities

**Sleeping Room Needs Met?** Yes

**Additional Information** Room rates are commissionable at 10% and for single/double occupancy, subject to 13.962% tax.

Ocean view is available at \$260.00++ (the current online published rate is \$390.00). We will guarantee all sleeping rooms in the Kalia Tower. Kalia Tower has its own front desk, lobby, and porte'cochère. Plus the proposed meeting space for your general session is in the Kalia Tower, second floor, and so all sleeping rooms and meeting space will be self contained.

The resort charge is \$35 per day, for your group I am happy to discount it to \$20 per day, per room, this way attendees will still get internet in their sleeping rooms.

### Preferred (Thu, 27-Apr-2017 to Fri, 28-Apr-2017)

**Availability** 1st Option - Holding Space Until 17-Mar-2017

**Check-in Date** Wed, 26-Apr-2017

**Do all guest room rates include breakfast?** No

**Do all guest room rates include tax?** No

**Applicable Taxes** No taxes have been selected

Day	Any (Run of House)		Single (1 Bed)		Double (2 Beds)		Suite		Staff	
	Qty	Rate (USD)	Qty	Rate (USD)	Qty	Rate (USD)	Qty	Rate (USD)	Qty	Rate (USD)
Wed, 26-Apr-2017	5	260.00								
Thu, 27-Apr-2017	47	260.00								

### Additional Fees

**Occupancy** 9.250%

**Other** USD \$20.00

**State** 4.712%

**Additional Information** The Resort Charge is \$20.00 plus 4.712% tax (retail price is \$35.00) and assessed per room, per night, with the following bundle inclusions:

- WiFi and wired Internet access in your room
- PlayStation® 3 access with unlimited movies and games
- Local, toll-free, and credit card calls (No access fee)
- Hawaiian Cultural Activities
  - o Hula
  - o Lei Making
  - o Ukulele Lesson
- Outdoor Morning Exercise Classes
  - o Yoga
  - o Sculpting
  - o Tai Chi
- 10% off or 1 Category Upgrade on 2+ Day Car Rental at National Car Rental On Site at Hilton Hawaiian Village
- 20% off Spirit of Aloha Catamaran Afternoon Sail at the Hilton pier (directly in front of the resort on the beach). Please contact Waikiki Beach Activities to confirm.
- Dive-in Movies on Wednesdays and Saturdays at sundown
- One personalized photo postcard per stay from Xerox Business Services

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### Meeting Room Availabilities

**Meeting Room Needs Met?** Yes

**Additional Information** Should you be able to guarantee a total anticipated food and beverage minimum of \$11,700.00++ I am pleased to offer you the following:  
- Complimentary meeting room rental for your two day program  
- Reduced rental of \$300.00++ for your reception/dinner at Village Green, to cover labor and set-up fees (retail outdoor rental usage fee is \$4,000.00++)

Proposing Hibiscus Suite located in our Kalia Executive Conference Center (Kalia Tower, 2nd floor). Hibiscus Suite has natural lighting along with a lanai (balcony area) where you can place your meals outside.

Village Green is centrally located, surrounded by lush tropical gardens, waterfalls, and koi ponds...a nice Hawaiian ambiance for your group to network and have dinner. Complimentary backup space included.

Food and Beverage costs are subject to 23% service charge and 4.712% tax.  
Room rental costs are subject to 5% service charge and 4.712% tax.  
Service charge is taxable.

Access to our event space diagrams and meetings eBrochure:  
[https://issuu.com/mozaicdesign/docs/hv2115-web\\_hires?e=4532106/8671029](https://issuu.com/mozaicdesign/docs/hv2115-web_hires?e=4532106/8671029)  
Access to our current banquet eMenu:  
<http://hawaiianvillagecateringandevents.hiltonemenus.com/index.asp>

In-house themed events that the hotel has done in the past and can provide décor for are the following (subject to availability and will have to be finalized with your event manager):

- Tropical theme includes tiki's and florals
- Blue Nautical theme includes sand, shells, sailboats, dolphins
- Western/Cowboy/Rodeo
- Wildlife theme includes peacocks, flamingos
- Paris theme
- Balinese/exotic theme including Buddha's
- Elegant and classic theme including pearl vases and white florals

**Start Date** Thu, 27-Apr-2017

Day	Time	Agenda Item	Room Request	Room Assignment
Thu, 27-Apr-2017	7:00 AM-11:00 AM	<b>Rehearsal</b> General Session <i>Notes or Exceptions: Request room night before if available at no cost</i>	Crescent Rounds ( <b>Room Required</b> ) 1,500 Sq. Ft. / 10 people <input type="checkbox"/> 24-hour hold	<b>Hibiscus Suite</b> <input type="checkbox"/> 1,236 Sq. Ft., 12 Ft. ceilings
Thu, 27-Apr-2017	7:00 AM-6:00 PM	<b>Registration -Advisor Services Desk</b> Hospitality Desk <i>Notes or Exceptions: Near GS-Foyer Space</i>		<b>Hibiscus Suite</b> <input type="checkbox"/> 1,236 Sq. Ft., 12 Ft. ceilings
Thu, 27-Apr-2017	11:30 AM-1:00 PM	<b>Lunch</b> Lunch <i>Notes or Exceptions: Prefer separate room near GS if available-at no cost. Option 2 : Set Buffets in foyer-lunch in GS space</i>	<b>Buffet (Room Required)</b> 47 people	<b>Hibiscus Suite</b> <input type="checkbox"/> 1,236 Sq. Ft., 12 Ft. ceilings
Thu, 27-Apr-2017	1:00 PM-11:45 PM	<b>General Session</b> General Session <i>Notes or Exceptions: 24-HOUR HOLD MUST BE CONFIRMED FOR GS</i>	Crescent Rounds ( <b>Room Required</b> ) 1,500 Sq. Ft. / 47 people <input type="checkbox"/> 24-hour hold	<b>Hibiscus Suite</b> <input type="checkbox"/> 1,236 Sq. Ft., 12 Ft. ceilings

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Thu, 27-Apr-2017	5:30 PM-9:00 PM	<b>Reception-Dinner</b> Dinner <i>Notes or Exceptions: Host prefers NON MEETING SPACE for evening RECEPTION-30 MIN (near dinner) followed by Plated Dinner Request space with ambiance (w/backup) Restaurant, Courtyard, etc.</i>	Plated <b>(Room Required)</b> 47 people	<b>Village Green</b> <input type="checkbox"/> 4,352 Sq. Ft.
Fri, 28-Apr-2017	7:00 AM-8:30 AM	<b>Breakfast</b> Breakfast <i>Notes or Exceptions: Prefer separate room near GS if available-at no cost. Option 2 : Set Buffets in foyer-lunch in GS space</i>	Buffet <b>(Room Required)</b> 47 people	<b>Hibiscus Suite</b> <input type="checkbox"/> 1,236 Sq. Ft., 12 Ft. ceilings
Fri, 28-Apr-2017	7:00 AM-6:00 PM	<b>Registration -Advisor Services Desk</b> Hospitality Desk <i>Notes or Exceptions: Near GS-Foyer Space</i>		<b>Hibiscus Suite</b> <input type="checkbox"/> 1,236 Sq. Ft., 12 Ft. ceilings
Fri, 28-Apr-2017	8:00 AM-1:00 PM	<b>General Session</b> General Session	Crescent Rounds <b>(Room Required)</b> 47 people	<b>Hibiscus Suite</b> <input type="checkbox"/> 1,236 Sq. Ft., 12 Ft. ceilings
Fri, 28-Apr-2017	11:45 AM-1:00 PM	<b>Lunch</b> Lunch <i>Notes or Exceptions: Box Lunch Box lunches to be set outside GS room so attendees can grab and go.</i>	Other 47 people	<b>Hibiscus Suite</b> <input type="checkbox"/> 1,236 Sq. Ft., 12 Ft. ceilings

**A/V Needs** PSAV is our on site audio visual company- TJ O'Donnell is the PSAV Senior Sales Manager and may be directly reached at todonnell@psav.com or (808) 948-7792.  
Or you may bring in own AV company.

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## Estimated Costs

**Total F&B Minimum** USD \$11,700.00

**Applicable Tax** 4.71%

**Service Charge** 23%

Item	Cost Type	Amount	Quantity	Tax(%)	Tax/Service	Note
Miscellaneous Costs - Facility Fee	N/A					
Miscellaneous Costs - Housekeeping	N/A					
Miscellaneous Costs - Internet - Guest Room	N/A					<i>No charge for it is included in Resort Charge.</i>
Miscellaneous Costs - Internet - Meeting Room	N/A					
Miscellaneous Costs - Parking Fee - Self	Per Day	USD \$35.00			No Tax	
Miscellaneous Costs - Parking Fee - Valet	Per Day	USD \$42.00			No Tax	
Miscellaneous Costs - Resort Fee	Per Day	USD \$30.00			+Tax	
Rental Costs - General Session	Complimentary					
Rental Costs - Meeting Rooms - Total	Total	USD \$300.00			+Tax and Service	

### Additional Information

#### OTHER MISCELLANEOUS

- Porterage: Currently \$8.90 roundtrip/in and out, inclusive of tax. This charge is mandatory if attendees arrive as a group.
- Maid gratuity: \$2.00 per day suggested, optional at your group's discretion.
- Room gift/delivery charges: \$1.75 per delivery inside the room and \$1.25 outside the room.
- Check in is at 3:00pm and check out is at 11:00am
- Parking: \$39.00 per day for valet or \$32.00 per day for self-parking
- Time and distance from Honolulu International airport (HNL) to hotel is approximately 8 miles and 20-25 minutes

#### ON-SITE ACTIVITY OPTIONS

- Waikiki Beach Activities (WBA)
  - o As we have the only pier in Waikiki being just a few steps away from the resort, submarine excursions and snorkeling cruises await! The most popular is catamaran sailing as groups will do a buy-out/private charter – for up to 48 pax, going out multiple times a day.
  - o A group "day at the beach!"
    - The WBA staff can provide surfing lessons, kayaking, and stand up paddle board rentals, in addition to setting up a section of our famous Duke Kahanamoku beach/lagoon with umbrellas, chairs, floaties, and snorkel sets all for your group's use.
    - o Team building day
      - Again, right out on the beach/lagoon, they can put together activities such as beach volleyball, outrigger canoe racing, sand tug-of-war, and traditional Hawaiian makahiki games on the sand
      - o Point of contact:  
Mike Murray  
mike@peerlesshosthawaii.com  
808-265-5107
- Mandara Spa
  - o One of Hawaii's most beautiful and complete spas with 25 wet and dry spa treatment rooms.
  - o A group partnership is available, including special rates based on the group willing to

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guarantee an agreed upon number of bookings.

o Point of contact:

Darryll Leiman

808-947-9750 or 702-604-0694

DarryllL@mandarasp.com

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### Additional Questions

**1. If you have presented rooms/function space as "first option" please place on hold until the designated decision date as noted in the RFP. (Single choice) (Required)**

Yes

**2. Please advise if you have any financial or insurance companies currently contracted or pending over requested dates. (Comment)**

Not at this time.

**3. Do you agree to the attached Terms & Conditions? (Single choice) (Required)**

If not, please explain further: Reviewing at this time, will advise by March 14, 2017

**4. Applicable tax applied to sleeping rooms (Comment) (Required)**

13.962% tax (9.25% occupancy tax and 4.712% state tax)

**5. Diamond Rating (Comment) (Required)**

3

**6. Star Rating (Comment) (Required)**

3

**7. Ameriprise requests commissionable rates for all programs. Is your hotel offering a commissionable rate. (IATA # 24-7-1740-5) (Single choice) (Required)**

yes

**8. What are the Resort Fee inclusions? (Comment) (Required)**

Bundle inclusions:

WiFi and wired Internet access in your room

PlayStation® 3 access with unlimited movies and games

Local, toll-free, and credit card calls (No access fee)

Hawaiian Cultural Activities

o Hula

o Lei Making

o Ukulele Lesson

Outdoor Morning Exercise Classes

o Yoga

o Sculpting

o Tai Chi

10% off or 1 Category Upgrade on 2+ Day Car Rental at National Car Rental On Site at Hilton Hawaiian Village

20% off Spirit of Aloha Catamaran Afternoon Sail at the Hilton pier (directly in front of the resort on the beach). Please contact

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Waikiki Beach Activities to confirm.

- Dive-in Movies on Wednesdays and Saturdays at sundown
- One personalized photo postcard per stay from Xerox Business Services

**9. Please indicate if rates quoted are applicable 3 days pre-post meeting dates (if no, please indicate # of days). (Comment) (Required)**

Yes 3 days pre and post, subject to availability

**10. Please indicate your average pricing for Breakfast, Lunch and Dinner. (i.e., Breakfast-\$25, Lunch-\$35, Dinner-\$55) (Comment) (Required)**

Catered breakfast - Starts at \$33.00 pp

Catered lunch - Starts at \$48.00 pp

Catered dinner - Starts at \$85.00 pp

\*Banquet pricing\*

**11. Please indicate proximity of the meeting rooms (all on one level or separate levels). (Comment) (Required)**

Hibiscus Suite and the Hibiscus lounge/foyer area is all in the same proximity located on the second floor of the Kalia Tower in the Kalia Tower Conference Center.

Village Green is centrally located on property and less than a 2 minute walk from Kalia Tower.

**12. Are there special concessions that you'd like to offer this group? (Comment) (Required)**

Your choice of two value add's from the below list:

- FREE Internet in Meeting space (512K per user)
- (1) one complimentary one-bedroom suite upgrade at the group rate over the group dates
- 20% off Audio-visual equipment when using in-house vendor PSAV

Already reduced and extended the discount on the resort fee from \$35 to \$20, with FULL benefits. This is in addition to the above concessions.

**13. What (if any) renovations has your property recently completed? Also, please indicate if any renovations are planned over the program dates. (Comment) (Required)**

No renovations at this time.

**14. Closest commercial airport name and distance from your venue. (Comment) (Required)**

Honolulu International Airport (HNL), 25-30 minutes, about 8 miles

**15. Does the General Session room offer complimentary wireless internet? If so, please advise the bandwidth capacity and total pricing for all users. (Comment) (Required)**

As a concession, able to offer FREE Internet in Meeting space (512K per user)