

National Lawn and Garden Show 2023

Proposal from The Westin Westminster Denver-Boulder

10600 Westminster Boulevard, Westminster, Colorado, 80020-4102, USA

Proposal Details

RFP Name	National Lawn and Garden Show 2023		
RFP Code	K3N5WFDSDMV		
Event Name	National Lawn and Garden Show 2023		
Response Date	Fri, 08-Oct-2021 5:45 PM	Proposal Status	Submitted Proposal
Supplier Name	The Westin Westminster Denver-Boulder	Supplier Type	Hotel
Chain	Marriott Bonvoy	Metro Area	CO - Denver
Brand	Westin		
Commission?	Yes - 7.00% on With Valid IATA #		

Proposal Introduction Thank you for considering The Westin Westminster!

The Westin Westminster completed a \$25 Million renovation in 2019. Our Four-Diamond property is located 15 minutes northwest of downtown Denver and 15 minutes from Boulder, convenient to Denver International Airport and all area attractions. Our guests enjoy an "authentic Colorado" experience from entering to mountain-lodge décor in the lobby and capped off by inspiring views of the Colorado Rocky Mountains.

The Westin Westminster offers:

- 370 guestrooms (complete renovation in 2019)
- 60,000 square feet of indoor meeting space
- 40,000 square feet of outdoor function space
- 12,000 square foot Westminster Ballroom - Windows and double doors lead to dedicated outdoor space. Pillar-less, 22' ceiling, divisible into 4 rooms
- 10,000 square foot Legacy Ballroom Natural Light, outdoor space attached
- 4,500 square foot Standley Ballroom - divisible into 2 rooms
- 18 additional meeting rooms varying sizes
- Unique onsite venue: The Lake House - lakeside setting, fireplace, outdoor patio, 3,400 SF
- Award-winning onsite dining in Kachina Southwestern Grill (B, L, D)
- Numerous restaurants and entertainment venues within walking distance
- Complimentary hotel shuttle within 5 mile radius
- Complimentary shuttle pickup/return to Westminster Train Station (\$9 one-way to/from airport)

Date Type	Event Dates	Check-In Date	Availability	Rates (USD)
Preferred	Sat, 10-Jun-2023 to Wed, 14-Jun-2023	Fri, 09-Jun-2023	1st Option - Not Holding Space	179.00 - 229.00

Additional Information Availability can be subject to change until a signed agreement is in place.

Concessions or Contractual Requirements Concessions and contractual requirements are negotiable.

Key Contact Information

Contact Name	Lina Pfoh-Barnett	Email Address	lina.pfoh-barnett@westinwestminster.com
Organization	The Westin Westminster Denver-Boulder	Phone	3034105023
Title	Sales Manager		

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Sleeping Room Availabilities

Sleeping Room Needs Met? Yes

Additional Information Guestrooms are available but are not being held at this time.

Preferred (Sat, 10-Jun-2023 to Wed, 14-Jun-2023)

Availability 1st Option - Not Holding Space

Check-in Date Fri, 09-Jun-2023

Do all guest room rates include breakfast? No

Do all guest room rates include tax? No

Applicable Taxes Occupancy 12.50%

Total USD 68,680.00

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)
Fri, 09-Jun-2023							1	229.00	1	99.00
Sat, 10-Jun-2023					8	179.00	2	229.00	4	99.00
Sun, 11-Jun-2023					20	179.00	2	229.00	4	99.00
Mon, 12-Jun-2023					150	179.00	2	229.00	4	99.00
Tue, 13-Jun-2023					150	179.00	2	229.00	4	99.00
Wed, 14-Jun-2023					30	179.00	2	229.00	4	99.00

Additional Fees

City 8.350% on Food

City 8.350% on AV

City 8.350% on Rental

City 8.350% on Beverage

Occupancy 12.500% on Guest Rooms

Additional Information Guestrooms do not include tax, currently at 12.5%

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Meeting Room Availabilities

Additional Information \$50,000++ F&B minimum

Start Date Sat, 10-Jun-2023

Day	Time	Agenda Item	Room Request	Room Assignment
Sat, 10-Jun-2023	12:00 AM-11:45 PM	Office Office <i>Notes or Exceptions: Dedicated hard wire for internet to run computer and wireless printer</i>	10 people <input type="checkbox"/> 24-hour hold	Waverly <input type="checkbox"/> 648 Sq. Ft., 12 Ft. ceilings
Sat, 10-Jun-2023	12:00 AM-11:45 PM	Storage Room Storage Room <i>Notes or Exceptions: Set with classroom tables around perimeter</i>	10 people <input type="checkbox"/> 24-hour hold	Windsor <input type="checkbox"/> 756 Sq. Ft., 12 Ft. ceilings
Sat, 10-Jun-2023	12:00 AM-11:45 PM	Trade Show Set-up Setup <i>Notes or Exceptions: SEE DIAGRAM</i>	10x10 5,000 Sq. Ft. / 200 people	Westminster III, IV <input type="checkbox"/> 6,808 Sq. Ft., 22 Ft. ceilings <i>Notes or Exceptions: \$12,000 rental for set up day</i>
Sun, 11-Jun-2023	12:00 AM-11:45 PM	Office Office <i>Notes or Exceptions: Dedicated hard wire for internet to run computer and wireless printer</i>	10 people <input type="checkbox"/> 24-hour hold	Waverly <input type="checkbox"/> 648 Sq. Ft., 12 Ft. ceilings
Sun, 11-Jun-2023	12:00 AM-11:45 PM	Storage Room Storage Room <i>Notes or Exceptions: Set with classroom tables around perimeter</i>	10 people <input type="checkbox"/> 24-hour hold	Windsor <input type="checkbox"/> 756 Sq. Ft., 12 Ft. ceilings
Sun, 11-Jun-2023	12:00 AM-11:45 PM	Product Display Room Setup Exhibit <i>Notes or Exceptions: SEE DIAGRAM</i>	T-Shaped 3,000 Sq. Ft. / 200 people	Standley Ballroom <input type="checkbox"/> 4,576 Sq. Ft., 12 Ft. ceilings
Sun, 11-Jun-2023	12:00 AM-11:45 PM	Trade Show Set-up Setup <i>Notes or Exceptions: SEE DIAGRAM</i>	10x10 5,000 Sq. Ft. / 200 people	Westminster III, IV <input type="checkbox"/> 6,808 Sq. Ft., 22 Ft. ceilings <i>Notes or Exceptions: \$12,000 rental for set up day</i>
Mon, 12-Jun-2023	12:00 AM-11:45 PM	Office Office <i>Notes or Exceptions: Dedicated hard wire for internet to run computer and wireless printer</i>	10 people <input type="checkbox"/> 24-hour hold	Waverly <input type="checkbox"/> 648 Sq. Ft., 12 Ft. ceilings
Mon, 12-Jun-2023	12:00 AM-11:45 PM	Storage Room Storage Room <i>Notes or Exceptions: Set with classroom tables around perimeter</i>	10 people <input type="checkbox"/> 24-hour hold	Windsor <input type="checkbox"/> 756 Sq. Ft., 12 Ft. ceilings
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Mon, 12-Jun-2023	8:00 AM-7:00 PM	Registration Registration	U-Shaped 200 people <input type="checkbox"/> 24-hour hold	Westminster Foyer South <input type="checkbox"/> 3,400 Sq. Ft., 22 Ft. ceilings
Mon, 12-Jun-2023	5:30 PM-9:00 PM	Opening Reception and Vendor Break Area Reception	Reception 200 people	Westminster I, II <input type="checkbox"/> 4,884 Sq. Ft., 22 Ft. ceilings

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Mon, 12-Jun-2023	8:00 PM-10:00 PM	Orientation Meeting	Theater 75 people	Cotton Creek II □ 992 Sq. Ft., 12 Ft. ceilings
Tue, 13-Jun-2023	12:00 AM-11:45 PM	Office Office <i>Notes or Exceptions: Dedicated hard wire for internet to run computer and wireless printer</i>	10 people □ 24-hour hold	Waverly □ 648 Sq. Ft., 12 Ft. ceilings
Tue, 13-Jun-2023	12:00 AM-11:45 PM	Storage Room Storage Room <i>Notes or Exceptions: Set with classroom tables around perimeter</i>	10 people □ 24-hour hold	Windsor □ 756 Sq. Ft., 12 Ft. ceilings
Tue, 13-Jun-2023	12:00 AM-11:45 PM	Product Display Room Setup Exhibit <i>Notes or Exceptions: SEE DIAGRAM</i>	T-Shaped 3,000 Sq. Ft. / 200 people	Standley Ballroom □ 4,576 Sq. Ft., 12 Ft. ceilings
Tue, 13-Jun-2023	12:00 AM-11:45 PM	Breakfast Buffet and Vendor Break Area Breakfast	Rounds of 6 200 people	Westminster I, II □ 4,884 Sq. Ft., 22 Ft. ceilings
Tue, 13-Jun-2023	12:00 AM-11:45 PM	Lunch Buffet and Vendor Break Area Lunch	Rounds of 6 200 people	Westminster I, II □ 4,884 Sq. Ft., 22 Ft. ceilings
Tue, 13-Jun-2023	12:00 AM-11:45 PM	Trade Show Meeting <i>Notes or Exceptions: SEE DIAGRAM</i>	10x10 5,000 Sq. Ft. / 200 people	Westminster III, IV □ 6,808 Sq. Ft., 22 Ft. ceilings
Tue, 13-Jun-2023	8:00 AM-7:00 PM	Registration Registration	U-Shaped 200 people □ 24-hour hold	Westminster Foyer South □ 3,400 Sq. Ft., 22 Ft. ceilings
Wed, 14-Jun-2023	12:00 AM-11:45 PM	Office Office <i>Notes or Exceptions: Dedicated hard wire for internet to run computer and wireless printer</i>	10 people □ 24-hour hold	Waverly □ 648 Sq. Ft., 12 Ft. ceilings
Wed, 14-Jun-2023	12:00 AM-11:45 PM	Storage Room Storage Room <i>Notes or Exceptions: Set with classroom tables around perimeter</i>	10 people □ 24-hour hold	Windsor □ 756 Sq. Ft., 12 Ft. ceilings
Wed, 14-Jun-2023	12:00 AM-11:45 PM	Lunch Buffet and Vendor Break Area Lunch	Rounds of 6 200 people	Westminster I, II □ 4,884 Sq. Ft., 22 Ft. ceilings
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Wed, 14-Jun-2023	12:00 AM-11:45 PM	Breakfast Buffet and Vendor Break Area Breakfast	Rounds of 6 200 people	Westminster I, II □ 4,884 Sq. Ft., 22 Ft. ceilings
Wed, 14-Jun-2023	8:00 AM-7:00 PM	Registration Registration	U-Shaped 200 people □ 24-hour hold	Westminster Foyer South □ 3,400 Sq. Ft., 22 Ft. ceilings

A/V Needs Encore is our in-house audiovisual provider. Please let me know if you would like a customized quote

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for your meeting.

Estimated Costs

Applicable Tax 8.35%

Service Charge 25%

Additional Information Banquet menus can be found here:
<https://westinwestminster.menusaccess.com/>

Additional Questions

1. Concessions offered: (Multiple choice) (Required)

20% allowable attrition, 1 per 50 comp cumulative, Discounted staff rooms, Complimentary guest room internet, Complimentary meeting room internet, 24 hr hold on all meeting rooms, Hotel reward points, Rates offered 3 day pre/post, Waived Resort Fee

2. List renovations in the past 5 years and scheduled to be completed. (Comment) (Required)

Full hotel renovation completed January 2019

3. HelmsBriscoe will be paid a placement fee which is non-cancelable and non transferable to any other party for the booking of this meeting. HelmsBriscoe is acting with full consent and the client is aware of the placement fee payable to HelmsBriscoe by your organization. Indicate your agreement to the placement fee by providing your name, title and the date of your response in the area below. (Comment) (Required)

Lina Pfoh-Barnett

Group Sales Manager

10/8/21

4. Please select your current Forbes and/or AAA Rating? (Multiple choice) (Required)

4 Star, 4 Diamond

5. Accounts Payable Contact First & Last Name: (Comment) (Required)

Michelle Cole

6. Accounts Payable Phone Number: (Comment) (Required)

303-410-5093

7. Accounts Payable Email Address: (Comment) (Required)

michelle.cole@westinwestminster.com

8. Accounts Payable Fax: (Comment) (Required)

303-410-5095

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Additional Files

File Name	Type	Size	Upload Date
Photo Tour.pdf	Portable Document Format (.pdf)	3.55 MB	Fri, 08-Oct-2021
Cleanliness Protocols.pdf	Portable Document Format (.pdf)	1.46 MB	Fri, 08-Oct-2021
Interactive Diagrams	Document Link		Fri, 08-Oct-2021
Attractions Map	Document Link		Fri, 08-Oct-2021
source safely at hei hotels resorts	Document Link		Fri, 08-Oct-2021
Sales Kit	Document Link		Fri, 08-Oct-2021
eMenus	Document Link		Fri, 08-Oct-2021
Renovation Video	Document Link		Fri, 08-Oct-2021
Kachina Grill (Destination Restaurant)	Document Link		Fri, 08-Oct-2021