Maryland Army National Guard

STATEMENT OF WORK

:

Pre-Yellow Ribbon Event
HHC 29th CAB, 03 August 2026
175th Infantry BN, 14 August 2026

1.0 General

1.1 Scope: The contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, childcare, and non-personal services necessary to perform Yellow Ribbon Reintegration Program events as defined in this Statement of work except for those items specified as government furnished property and services. The contractor shall perform to the terms, conditions, and standards in this contract.

1.2 Background: The YRRP is a Department of Defense (DoD) mandated program to provide information, services, referrals, and proactive outreach programs to Army National Guard members and their families through all phases of the deployment cycle in accordance with DoD Directive 5124.02, DoD Instruction 1342.28. The overall objective of the program is to prepare and sustain Army and their families during all phases of deployment. During these events, families gain practical, useful information based on curriculum designed specifically for military families. Through small group and one-on-one activities, family members learn how to maintain closeness, and leverage resources during frequent relocation, long separations, and repeated reunions. This approach provides the continuum of care needed.

1.3 Period of Performance (PoP):

First Event: 03 August 2026 (1 DAY) attendee estimated for this event 200 (HHC 29th CAB) Pre Yellow Ribbon Event.

Second Event: 14 August 2026 (1 DAY) attendee estimated for this event 600 (175th Infantry BN) Pre-Yellow Ribbon Event

1.4 General Information: To support the YRRP Event for the attendees:

HHC 29th CAB - Pre-Yellow Ribbon Event 03 August 2026 (1 DAY) attendee estimated for this event 200.

During the Yellow Ribbon events, we require a safe, family-friendly hotel venue to provide conference, operations/storage, childcare, community partner, registration area, and lodging and meals. All rooms/conference areas shall have complimentary Wi-Fi. Conference rooms shall have audio-visual (A/V) equipment as specified in this SOW, Paragraph 5.1. The venue must provide lodging for out-of-town service members, families, and staff as specified in this SOW, Paragraph 5.2. If not at the same location, lodging must be within two (2) miles of the conference location. Venue must be within 1 mile walking distance to restaurants and/or cafes. At a minimum, the venue shall meet the International Hospitality Association (IHA) Three Star Rating criteria. Dedicated audio-visual support is required on-site from 07:00 am to 5:00 pm for each event. All conference spaces shall be in the same general area, and not be shared with guests outside of our group for security purposes. A dedicated representative

from the prime vendor is required to be on-site from 07:00 am to 5:00 pm for each event. The dedicated representative duties shall not be designated or delegated to a member of the venue/hotel staff.

175th Infantry BN- Pre-Yellow Ribbon Event 14 August 2026 (1 DAY) attendee estimated for this event 600.

During the Yellow Ribbon events, we require a safe, family-friendly hotel venue to provide conference, operations/storage, childcare, community partner, registration area, and lodging and meals. All rooms/conference areas shall have complimentary Wi-Fi. Conference rooms shall have audio-visual (A/V) equipment as specified in this SOW, Paragraph 5.1. The venue must provide lodging for out-of-town service members, families, and staff as specified in this SOW, Paragraph 5.2. If not at the same location, lodging must be within two (2) miles of the conference location. Venue must be within 1 mile walking distance to restaurants and/or cafes. At a minimum, the venue shall meet the International Hospitality Association (IHA) Three Star Rating criteria. Dedicated audio-visual support is required on-site from 07:00 am to 5:00 pm for each event. All conference spaces shall be in the same general area, and not be shared with guests outside of our group for security purposes. A dedicated representative from the prime vendor is required to be on-site from 07:00 am to 5:00 pm for each event. The dedicated representative duties shall not be designated or delegated to a member of the venue/hotel staff.

1.4.1. Place and Performance of Services: Within 20 miles of zip code 21244 Windsor Mill, MD, Hunt Valley, MD, Towson, MD, Linthicum, MD, Owings Mills, MD.

1.4.2. Communications Security/Information Technology (COMSEC/IT) Security. All communications with DoD organizations are subject to COMSEC review. All telephone communications networks are continually subject to intercept by unfriendly intelligence organizations. DoD has authorized the military departments to conduct COMSEC monitoring and recording of telephone calls originating from, or terminating at, DoD organizations. Therefore, the contractor is advised that any time contractor personnel place or receive a call they are subject to COMSEC procedures.

The contractor shall ensure wide and frequent dissemination of the above information to all employees dealing with DoD information. The contractor shall abide by all Government regulations concerning the authorized use of the Government's computer network, including the restriction against using the network to recruit Government personnel or advertise job openings.

1.4.3. Protection of Personally Identifiable Information (PII). The contractor shall protect all PII encountered in the performance of services in accordance with Defense Federal Acquisition Regulation Supplement (DFARS) 224.103 Personally Identifiable Information and Department of Defense Directive (DoDD) 5400.11, Department of Defense Privacy Program, and DoD 5400.11-R. If a PII breach results from the contractor's violation of the forementioned policies, the contractor shall bear all notification costs, call-center support costs, and credit monitoring service costs for all individuals whose PII has been compromised.

1.4.4. Combating Trafficking in Persons: The United States Government has adopted a zero-tolerance policy regarding trafficking in persons. Contractors and contractor employees shall not engage in severe forms of trafficking in persons during the period of performance of the contract; procure commercial sex acts during the period of performance of the contract; or use forced labor in the performance of the contract. The Contractor shall notify its employees of the United States Government's zero tolerance policy, the actions that will be taken against employees for violations of this policy. The contractor shall take appropriate action, up to and including termination, against employees or subcontractors that violate the US Government policy as described at FAR 22.17.

2.0 DEFINITIONS AND ACRONYMS:

2.1 Definitions:

2.1.1 CONTRACTOR. A supplier or Contractor awarded a contract to provide specific supplies or services to the government. The term used in this contract refers to the prime.

2.1.2 DEFECTIVE SERVICE: A service output that does not meet the standard of performance associated with the Statement of Work.

2.1.3 DELIVERABLE: Anything that can be physically delivered but may include non- manufactured things such as meeting minutes or reports.

2.1.4 KEY PERSONNEL: Contractor personnel that are evaluated in a source selection process and that may be required to be used in the performance of a contract by the Key Personnel listed in the SOW. When key personnel are used as an evaluation factor in best value procurement, an offer can be rejected if it does not have a firm commitment from the persons that are listed in the proposal.

2.1.5 PHYSICAL SECURITY: Actions that prevent the loss or damage of Government property.

2.1.6 QUALITY ASSURANCE: The government procedures to verify that services being performed by the Contractor are acceptable in accordance with established standards and requirements of this contract.

2.1.7 QUALITY CONTROL: All necessary measures taken by the Contractor to assure that the quality of an end product or service shall meet contract requirements.

2.1.8 SUBCONTRACTOR: One that enters into a contract with a prime contractor. The Government does not have a contract with the subcontractor.

2.2 Acronyms:

DFARS	Defense Federal Acquisition Regulation Supplement
DOD	Department of Defense
FAR	Federal Acquisition Regulation
GFP	Government Furnished Property IAW In accordance with
KO	Contracting Officer

NLT	No later than
PRS	Performance Requirements Summary
SOW	Statement of Work
QAP	Quality Assurance Program
QASP	Assurance Surveillance Control Plan
QC	Quality Control
QCP	Quality Control Plan

3.0 GOVERNMENT FURNISHED ITEMS AND SERVICES: The Government will not provide any services, facilities, or utilities, equipment, or material to the contractor to assist the contractor with the requirements of this SOW.

4.0 CONTRACTOR FURNISHED ITEMS AND RESPONSIBILITIES: The Contractor shall furnish all supplies, equipment, facilities, and services required to perform work under this contract that are not listed under Section 3 of this SOW.

5.0 SPECIFIC TASKS:
General. Except for those items specifically stated to be Government-Furnished in Paragraph 3.0, the contractor shall furnish everything required to perform these services as indicated in Paragraph 1.1

5.1 Contractor tasks: The contractor shall provide a safe, family-friendly venue to provide conference, operations/storage, Childcare (Reference paragraph 5.1.3 for more guidance) community partner area, registration area, lodging, and meals (Reference Paragraph 5.3 Meals for more guidance) for up to 200 attendees for the PRE event on 03 August 2026 and 600 attendees for the PRE event on 14 August 2026. All rooms/conference areas shall have complimentary Wi-Fi. Conference rooms shall have audio-visual equipment as required in this SOW. The venue must provide lodging for out-of-town service members, families, and staff as required in this SOW, Paragraph 5.2. The venue must have a restaurant/snack area open from 7:00 am to 7:00 pm. Venue must be within 0.5 miles walking distance of restaurants and/or cafes. At a minimum, the venue shall meet the International Hospitality Association (IHA) Three Star Rating criteria. Dedicated audio-visual support is required on-site from 7:00 am to 5:00 pm on the dates of the event. All rooms shall be in the same general area and not be shared with guests outside of our group for security purposes. Venue shall limit entrances to the conference areas on the day of event. A dedicated representative from the prime vendor shall be on-site the day of the event to resolve any issues on-the-spot with hotel/venue from 7:00 am to 5:00 pm on the day of the events. The dedicated representative shall not be designated or delegated to a member of the venue/hotel staff.

5.2 Conference Areas/Childcare Room: Approximation 3 rooms for HHC 29th CAB Yellow Ribbon Room (AREA) 1/Registration. Registration area shall be available from 6:00 am on the morning of the event. Room set up: round tables with at least 8-10 person comfortably with tablecloth. Must have electric outlets not more than 3 feet from the tables and complimentary Wi-Fi. If outlets are not nearby, please provide three (3) 10 ft extension cords. Location shall be near the Lobby/or near Room 2 (General Session). Note pads size 5” x 8”, lined, and black ballpoint pens shall be provided at each seat.

5.2.1 Conference Areas/Childcare Room Approximation – 6 rooms for 175th Infantry BN Yellow Ribbon:

Room (AREA) 1/Registration. Registration area shall be available from 6:00 am on the morning of each event. Room set up: round tables with at least 8-10 person comfortably with tablecloth. Must have electric outlets not more than 3 feet from the tables and complimentary Wi-Fi. If outlets are not nearby, please provide three (3) 10 ft extension cords. Location shall be near the Lobby/or near Room 2 (General Session). Note pads size 5" x 8", lined, and black ballpoint pens shall be provided at each seat.

5.1.2 Room 1 Requirements: HHC 29th CAB

Appropriate Staging to be determined by Venue and approved by YRRP after room determination. 1 Podium
1 Audio/Visual Table with two (2) chairs
1 LCD Projector with HDMI, USB; VGA and/or Composite A/V Cable Ports
1 each HDMI, USB, VGA Connecting Cables for Projector and to connect to provided laptop.
Projector Screen(s) – appropriate size to be determined by Venue and approved by YRRP after room determination 1 Mixer to produce sound and volume for microphone.
Provide sound connection and cables to house sound for laptops to play videos. 1 Wireless microphone
Complimentary Internet, Wi-Fi.

5.1.2.1 Room 1,2, and 3 Requirements: 175th Infantry BN:

Combined Ballroom Space
Appropriate Staging to be determined by Venue and approved by YRRP after room determination. 1 Podium
1 Audio/Visual Table with two (2) chairs
2 LCD Projector with HDMI, USB; VGA and/or Composite A/V Cable Ports
2 each HDMI, USB, VGA Connecting Cables for Projector and to connect to provided laptop.
Projector Screen(s) – appropriate size to be determined by Venue and approved by YRRP after room determination 1 Mixer to produce sound and volume for microphone.
Provide sound connection and cables to house sound for laptops to play videos. 1 Wireless microphone
Complimentary Internet, Wi-Fi.

5.1.3 ROOM 2 and 3 Childcare Rooms HHC 29th CAB: We require (2) Childcare providers who shall be licensed and have a completed background check. The providers will have activities for children based on ages. The Childcare rooms for ages 0 to 17 shall be available Friday, 7:00 am to 5:00 pm for the event. Must be large enough to seat up to 40 children using 6-8' rectangle tables, and chairs and have a minimum 10 ft x 10 ft open area for play. The room must be near the restrooms. The room must be lockable. Lunch meals, morning, and afternoon snacks shall be delivered directly to this room at the designated times. Childcare(s) room shall be located away from exits, stairways, and escalators. The Childcare Rooms are preferred to be next to each other or as close as possible. Continuous self-service ice water with non-breakable cups in the room and the contractor shall ensure water does not run empty.

5.1.3.1 ROOM 4,5,6 Childcare Rooms 175th Infantry BN: We require (2-3) Childcare providers who shall be licensed and have a completed background check. The providers will have activities for children based on ages. The Childcare rooms for ages 0 to 17 shall be available Friday, 7:00 am to 5:00

pm for the event. Must be large enough to seat up to 40 children using 6-8' rectangle tables, and chairs and have a minimum 10 ft x 10 ft open area for play. The room must be near the restrooms. The room must be lockable. Lunch meals, morning, and afternoon snacks shall be delivered directly to this room at the designated times. Childcare(s) room shall be located away from exits, stairways, and escalators. The Childcare Rooms are preferred to be next to each other or as close as possible. Continuous self-service ice water with non-breakable cups in the room and the contractor shall ensure water does not run empty.

5.1.4 Room 2 and 3 Requirements: HHC 29th CAB
1 – 6-8' rectangle table
1- TV and DVD Player or Blu-ray/ 2-3 Assorted Rated "G" VDs + remote 1 – Small Refrigerator for baby bottles
1– Portable Cribs
Complimentary Internet, Wi-Fi
1 Trashcan with lid for diapers. Trash shall be emptied when full.

5.1.4.1 Room 4,5, and 6 Requirements: 175th Infantry BN
1 – 6-8' rectangle table
1- TV and DVD Player or Blu-ray/ 2-3 Assorted Rated "G" VDs + remote 1 – Small Refrigerator for baby bottles
1– Portable Cribs
Complimentary Internet, Wi-Fi
1 Trashcan with lid for diapers. Trash shall be emptied when full.

5.1.5 Vendor Space/ Community Partners: Space must be available to accommodate at least 15 square tables with 2 chairs at each table. Tables shall be 6-8', rectangle, table clothed, skirted for each. Community partners shall sit behind tables. If community partner area is in a hallway, or entry way, there must be 5 ft of space in front of the tables, to allow unimpeded foot traffic while attendees stop at the front of the tables for discussion. Continuous self-service ice water with cups.

5.2 Lodging for Service Members: The lodging should be Single occupancy king bed for single Soldiers and Double occupancy double queen beds for married with children Soldier as required for Yellow Ribbon events. The Government will not be responsible for room service charges, long-distance phone calls, movie rental charges, laundry, room service, and any other incidental room charge. Check in and checkout times will follow normal operating business guidelines as per venue. Lodging shall not exceed the Government Per Diem rate for the local area. https://www.travel.dod.mil/Travel-Transportation-Rates/Per-Diem/Per-Diem-Rate-Lookup

5.2.1 Final numbers and rooming list will be provided No later than (NLT) 7 days prior to event.

5.3 Meals. All meals shall not exceed the Government Per Diem rate for the local area.
https://www.travel.dod.mil/Travel-Transportation-Rates/Per-Diem/Per-Diem-Rate-Lookup

Venue shall provide meal menus with cost that takes into consideration the following factors: nutrition, suitability for mixed population of adults, teenagers and children, and ability to respond to special

dietary requirements. Final menu shall be approved by KO in coordination with YR Event Planner Staff. Venue should provide two at minimum.

5.3.1 : HHC 29th CAB - (2) double-sided buffet lines for breakfast and lunch meals.

Final Count for Meals will be provided to the venue 14 days before the Event.

5.3.1.2 : 175th Infantry BN - (2) double sides buffet lines for breakfast meals per ballroom.

Final Count for Meals will be provided to the venue 14 days before the Event.

5.3.1.2.1: 175th Infantry BN - Served Lunch in Ballrooms by venue staff.

Final Count for meals will be provided to venue 14 days before the Event.

5.3.2 The HHC 29th CAB - **Pre-Yellow Ribbon Event 03 August 2026** (1 DAY) **attendee estimated for this event 200**

5.3.3 The 175th Infantry BN - **Pre-Yellow Ribbon Event 14 August 2026** (1 DAY) **attendee estimated for this event 600**

5.3.4 Adult and Children Breakfast Buffet:

HHC 29th CAB- Pre-Yellow Ribbon Event 03 August 2026 (1DAY) attendee estimated for this event 200

The 175th Infantry BN- Pre-Yellow Ribbon Event 14 August 2026 (1 DAY) attendee estimated for this event 600

5.3.5: (Breakfast is at 07:00 am): Breakfast buffet shall include such items as:

Scrambled Eggs
Choice of (2) meat (Pork and Non-Pork)
Choice of (1) potatoes
Choice of (1) waffles or pancakes
Choice of (1) bread, English muffin or bagel
Choice of (1) Oatmeal, yogurt, or fresh fruit
Assortment of cereal
Choice of Beverages. Portions shall be at least 10 ounces. Beverages shall be offered in the following varieties – 2 types of fruit juice, hot and iced tea, coffee, 2% milk, and half and half. Sugar, sugar substitute, honey, and other assorted condiments are expected to be served as well.

5.3.5.1 Lunch: Adult Lunch buffet, for 29th CAB event and will be served at 12:00 pm:

Choice of two (2) entree options; minimum serving of 4 ounces, such as Baked Chicken, Pasta
Choice of two (2) vegetables; minimum serving of 4 ounces
Garden salad with at least three (3) choices of salad dressing
Choice of two (2) starches; minimum serving of 4 ounces
Choice of at least two (2) different desserts
Choice of two (2) rolls or bread, with spreadable butter.
Choice of beverages shall be provided. Beverage portions shall be at least 10 ounces. Beverages shall be offered in the following varieties – three (2) types of juices, hot and iced tea, coffee, 2% milk, and half and half. Sugar, sugar substitute, honey, and other assorted condiments are expected to be served as well.

5.3.5.1.1 Lunch: Adult Served Lunch, for 175th Infantry BN event and will be served at 12:00 pm:

Lunch menu will be provided by Venue and approved by YRRP Coordinator

5.3.5.2 Lunch: CHILDREN/YOUTH lunch buffet or plated to be delivered and served in the Childcare Rooms at 12:00 pm:

Choice of (2) two Entrees, Chicken fingers, pizza, or mac & cheese
Choice of (2) two Vegetables, Cooked or Raw Vegetables with Ranch
Choice of (1) French fries or Tater Tots
Choice of (1) Bread or rolls, with spreadable butter
Condiments – ketchup and barbeque sauce shall be provided.
Choice of beverages shall be provided. Beverage portions shall be at least 10 ounces. Beverages shall be offered in the following varieties – two (2) types of juices, milk or water.

5.3.5.3 Breakfast – No requirement. Children will eat this meal with their parent(s).

5.3.5.4 Lunch meal provided by the Venue Contractor to children with Childcare providers' assistance. Time for lunch meal is 12:00 pm in childcare room.

5.3.5.5 Morning Snack: CHILDREN/YOUTH: Example: protein bars, packaged crackers, graham crackers, cut fresh fruit, yogurt. Drinks: milk, juice, or water. Shall be delivered and served in Childcare rooms.

5.3.5.6 Beverage availability during entire event hours: Coffee, hot tea, and ice water from 07:00 am to 3:00 pm for each event. These beverages shall be set up in or near the Community Partner area/room. Contractor shall refill beverages when empty.

5.3.5.7 Provide blankets and nap time accessories. Minimum two (2) portable cribs and/or pack and play-type beds shall be provided by the Venue Contractor.

6.0 Parking: For service member and guests: Parking shall be at no additional cost to the government, hotel owned on-site with maximum garage height restriction of 6ft 8in.

7.0 First Charts for Yellow Ribbon Event Pre-Deployment Event:

03 August 2026 HHC 29th CAB

CLINs	Description	Quantity	Price	Total
CLIN 001	Service Member Lodging/Room	5		
CLIN 002	Adult and Children Breakfast Buffet	200		
CLIN 003	Adult and Children Lunch Buffet	200		
CLIN 004	Room 1- YRRP (Venue, including Audio &Visual package, & Rental Space)	1		
CLIN 005	Childcare rooms	2		

7.1 Second Charts for Yellow Ribbon Post-Deployment Event.

14 August 2026 175th Infantry BN

CLINs	Description	Quantity	Price	Total
CLIN 006	Service Member Lodging/Room	15		
CLIN 007	Adult and Children Breakfast Buffet	600		
CLIN 008	Adult and Children Served Lunch	600		
CLIN 009	Room- YRRP (Venue, includes Audio &Visual package, & Rental Space)	3 ballrooms (combined)		
CLIN 010	Childcare rooms	3		

8.0 Applicable Publications: Publications applicable to this SOW are listed below:

Publication (Chapter/Page)	Date of Publication	Mandatory or Advisory	Website
Federal Acquisition Regulation		M	https://www.acquisition.gov/?q=browsefar
Defense Federal Acquisition Regulation Supplement		M	http://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.ht ml or https://www.acquisition.gov/dfars
Joint Travel Regulation (JTR)		M	https://www.defensetravel.dod.mil/site/travelreg.cfm

AFI 10-245 Antiterrorism	03/28/2013 (Certified current 03/30/2017)	M	https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&orgID=10141&catID=1&series=1&modID=449&tabID=131
AFI 31-101 Security Forces Standards and Procedures	08/18/2020	A	https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&orgID=10141&catID=1&series=1&modID=449&tabID=131
AFMAN 31-113 Security Forces Standards and Procedures	03/05/2013 Change 1: 12/02/2015	A	https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&orgID=10141&catID=1&series=1&modID=449&tabID=131
DOD Instruction 1342.28 DOD Yellow Ribbon Reintegration Program (YRRP)	2/25/2019	A	https://www.esd.whs.mil/Portals/54/Documents/DD/issuance s/dodi/134228p.pdf?ver=2019-02-25-080153-960

9.0 **Quality Assurance (QA):** The Government shall evaluate the contractor's performance under this contract IAW the Quality Assurance Surveillance Plan (QASP). This plan is primarily focused on what the Government will do to ensure that the contractor has performed IAW the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and acceptable quality level(s) or defect rate(s).

TECHNICAL EXHIBIT 1

Performance Requirements Summary (PRS)

This PRS includes performance objectives the Government will use to determine contractor performance and will compare contractor performance to the Acceptable Quality Level (AQL).

HHC 29th CAB YRRP Event 03 August 2026

Performance Objective	Performance Standard	Acceptable Quality Levels (AQL)	Surveillance Method / By Whom
TASK 5.2	3 rooms for event ROOM(AREA) 1/Registration	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.1.3	ROOM 2 and 3 Childcare Room	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.1.4	Room 2 and 3 Requirements	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.1.5	Vendor Space/ Community Partners	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.2	Lodging for Service Members	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3	Meals	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.1	(2) double-sided buffet lines for breakfast and lunch meals	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.4	Adult and Children Breakfast Buffet, for event space	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.1	Breakfast is at 07:00 am	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.2	Lunch: Adult Lunch buffet, for each event and will be served at 12:00 pm	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.3	5.3.5.3 Lunch: CHILDREN/YOUTH lunch buffet or plated to be delivered and served in the Childcare Rooms at 12:00 pm:	98% compliance to meet the government standards	Inspection by sight representative

TASK 5.3.5.6	Morning Snack: CHILDREN/YOUTH	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.7	Beverage availability during entire event hours	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.8	Provide blankets and nap time accessories	98% compliance to meet the government standards	Inspection by sight representative
TASK 6.0	Parking	98% compliance to meet the government standards	Inspection by sight representative

175th Infantry BN YRRP Event 14 August 2026

Performance Objective	Performance Standard	Acceptable Quality Levels (AQL)	Surveillance Method / By Whom
TASK 5.2.1	6 rooms for event ROOM(AREA) 1/Registration	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.1.3.1	ROOM 4, 5 and 6 childcare Room	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.1.4.1	Room 4,5, and 6 Requirements	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.1.5	Vendor Space/ Community Partners	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.2	Lodging for Service Members	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3	Meals	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.1.2	(2) double-sided buffet lines for breakfast per ballroom (Combined rooms)	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5	Adult and Children Breakfast Buffet, for event space	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.1	Breakfast is at 07:00 am	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.2.1	Lunch: Adult served lunch, for event and will be served at 12:00 pm	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.3	5.3.5.3 Lunch: CHILDREN/YOUTH Lunch to be delivered and served in the Childcare Rooms at 12:00 pm:	98% compliance to meet the government standards	Inspection by sight representative

TASK 5.3.5.6	Morning Snack: CHILDREN/YOUTH	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.7	Beverage availability during entire event hours	98% compliance to meet the government standards	Inspection by sight representative
TASK 5.3.5.8	Provide blankets and nap time accessories	98% compliance to meet the government standards	Inspection by sight representative
TASK 6.0	Parking	98% compliance to meet the government standards	Inspection by sight representative