The General Services Administration, Federal Acquisition Service is planning a conference for approximately 240 people one of the following week:

- July 9-13, 2012;
- July 16-20, 2012;
- July 23-27, 2012;
- July 30 – August 3, 2012;
- August 6-10, 2012; OR
- August 13-17, 2012.

We are looking for a venue that adheres to high environmental standards. Please complete the following questionnaire to assist us in our selection process. **All but question #3 are yes/no answers.**

1. Does your facility have a program to recycle and/or otherwise reduce solid waste?
2. Is your facility accessible to public transit system from the airport and the downtown core?
3. Does your facility have a comprehensive environmental policy and/or plan? Please outline the major points of the plan.
4. Does your facility have a program to reduce the consumption of water?
5. Does your facility have a program to reduce energy consumption?
6. Does your facility have a program to improve indoor air quality?
7. Does your facility minimize the use of harmful chemicals used in cleaning?
8. Please describe any other environmental initiatives in place within your facility.

The General Services Administration gives preference to accommodations that have active and ongoing sustainability programs and policies. Specifically, preference is given to facilities that have:

- A comprehensive environmental policy
- Programs that recycle and otherwise reduce solid waste
- Programs for the conservation of energy and water
- Programs to reduce the use of harmful chemicals
- Programs to improve indoor air quality
- Environmental initiatives above and beyond those listed herein