



**Montgomery County Convention Facilities Authority**  
**In Person Meetings**

**May 10, 2021**

Re: May 13<sup>th</sup> – Pre-Proposal Tour and Meeting, 11am EST – the MCCFA requests no more than 2 people per firm. Please send confirmation that firm will participate in the tour by Wednesday, 5/12, 12pm EST to: [Doneal@cwisdom.com](mailto:Doneal@cwisdom.com)

Location & Parking Information:

Dayton Convention Center, 22 East 5<sup>th</sup> Street, Dayton, Ohio 45402. We will meet on the first floor, DCC lobby, to begin the tour. Meeting will be held after the tour in the VIP Suite, 3<sup>rd</sup> Floor.

Parking is available in the Oregon District Garage that is located one block East of the Dayton Convention Center and is attached by a skywalk that leads to the Center.

COVID-19 Protocols: To do all that we can to ensure the safety, health and well-being of all involved in the in-person meetings, we ask that you observe the following guidelines:

- Please refrain from entering the building if you have traveled internationally in the past 21 days.
- Please refrain from entering the building if you have been exposed to someone who is COVID positive or is quarantining because of possible COVID exposure.
- Please refrain from entering the building if you are experiencing any COVID symptoms.
- Please do not enter the building if you have a temperature of greater than 100.4 degrees F.
- A mask must be worn at all times (if you don't have one, disposable masks are available upon entry).
- Social distancing is to be maintained when in the building, including in all conference rooms.

We look forward to meeting safely on May 13th and appreciate your participation in this process!

Sincerely,

Pam Plageman  
MCCFA Executive Director