

Appendix C: Attendance Form
PRE-QUOTATION CONFERENCE NOTICE

A pre-quotation conference is scheduled at the time and place set forth below. All prospective contractors are encouraged to attend. Please complete and return this form via email to Natasha Cunningham, Contracting Officer at natasha.cunningham@gsa.gov no later than October 23, 2026, 1:00PM EST. A Site Visit will be held as part of the pre-quotation conference.

START TIME/START DATE: 9:00AM EST, October 26, 2026

PRE-QUOTATION CONFERENCE LOCATION:

Bricker Federal Building
3rd Floor conference room
200 N. High Street
Columbus, OH 43215

Site Walk, tentatively scheduled as follows*:

October 26:

9:15am – 10:00am: Bricker Federal Building & Bricker Garage, Columbus

10:15am – 11:15am: Kinneary US Courthouse, Columbus

October 27:

9:00am – 10:00am: Rice Federal Building & US Courthouse, Dayton

** Please note that this schedule is subject to change*

[] Yes, I plan to attend the conference.

Number of attendees: _____

[] No, I do not plan on attending the conference.

In the event of unforeseen last-minute changes, please be sure to include contact information:

Name: _____

Company: _____

Phone: _____