



April 24, 2013

NACOLE  
PO Box 1737  
Indianapolis, IN 46206-1737

ATTENTION: Ms. Cameron McElhiney, Operations Coordinator

SUBJECT: RFP Submission for 2014 NACOLE Conference Site

APPLICANT: City of Riverside, California, and the Riverside Community Police Review Commission

NACOLE Board of Directors:

On behalf of the City of Riverside, the Community Police Review Commission (CPRC or Commission) honorably proposes to host the 20<sup>th</sup> Annual NACOLE Conference in 2014. We invite you to visit, learn and network in our renowned and historic community centrally located between the mountains and the Pacific Ocean. Riverside's motto, "Seizing Our Destiny", is an excellent example as to why the City of Riverside was named the 2012 Intelligent Community of the Year by the International Intelligent Community Forum. This prestigious group studies the economic and social development of cities worldwide in the 21<sup>st</sup> century. We are also known for our title "City of Arts and Innovation." One only need visit our charming and historical, yet modern city, to know how it feels to be "a Riversider." We invite you to share in our destiny, as we help you fulfill yours, to have an outstanding 20<sup>th</sup> anniversary conference.

Riverside is the largest city in Riverside County, with a population of well over 300,000 and covering nearly 100 square miles of land. Riverside is home to numerous historic buildings, including the Old Historic Courthouse and the Historic Fox Theater, where the original *Wizard of Oz* and *Gone with the Wind* movies premiered. The Theater, which is within walking distance of the downtown hotels and Riverside Convention Center, currently hosts top-rate live shows. There are several museums and other entertainment venues within walking distance of the hotels, as well as many restaurants for an excellent dining experience. In addition, the downtown area is only a 45-minute drive to Disneyland, Knott's Berry Farm, and Palm Springs, which is known for its lavish golf courses. For those seeking coastal adventure, "Surf City" Huntington Beach, Laguna Beach, and Newport Beach, are easily accessible by automobile and all offer an abundance of entertainment, dining, and shopping locations.

Working closely with the Riverside Convention and Visitors Bureau, we have proposed a tentative schedule for your conference. An example of our combined efforts can be found in the sample brochure titled "Bridging the Distance Between Community and Police." Please refer to the

**Community Police Review Commission**

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Activities Itinerary for the Week Tab Section. Our objective, as noted in the sample brochure, addresses the following:

- International Welcome and Opening Reception to be held at the Old Historic Courthouse
- The past, present, and future evolution of civilian oversight in the City of Riverside
- Training workshops with community members, police department, and government officials
  - Breakfast with the Chiefs Panel
  - Basic, Intermediate, and Advanced classes
  - Keynote Speaker
  - Featured Speaker
  - Professional Mentoring

Riverside offers an abundance of comfortable, affordable, and unique meeting facilities. The Riverside Convention Center, currently undergoing a total renovation and scheduled to reopen in early 2014, provides over 50,000 square feet of meeting space and is more than sufficient to accommodate the 20<sup>th</sup> Annual NACOLE Conference schedule. The Convention Center also provides the utmost in professional comfort, security, state-of-the-art audio and visual technology, and offers complimentary Wi-Fi throughout the Convention Center. The Convention Center is directly across the plaza from the Riverside Marriott and a short block away from the stunning Spanish architecture of the Historic Mission Inn and Spa. In addition, our newly built Hyatt Place Hotel is located just steps away from the Convention Center. There are numerous restaurants on the Main Street Pedestrian Mall, Mission Inn Avenue, and University Avenue, all within walking distance of all of the listed hotels and the Convention Center. Please refer to the RCVB Area Hotels and Main Street Dining Tab Sections for further information.

## **E. Local Support**

Riverside Mayor Rusty Bailey, on behalf of the Riverside City Council, and Riverside Police Chief Sergio Diaz have endorsed the proposal and look forward to bringing the 2014 NACOLE Conference to Riverside. Many groups and organizations have expressed an interest in sponsoring certain events, but due to a potential conflict of interest between the Community Police Review Commission and some of the potential sponsors, we are presently unable to confirm sponsorships pending an announcement by NACOLE that Riverside would be the 2014 Host City. If selected, we would be able to confirm those sponsorships using NACOLE's title and information thereby eliminating any conflicts or concerns.

### **Confirmed:**

- Riverside Community Police Review Commission: Dale Roberts, CPRC Chair, Robin Jackson, CPRC Vice-Chair, and Frank Hauptmann, CPRC Manager.
- Riverside Mayor Rusty Bailey, on behalf of the Riverside City Council
- Riverside Police Chief Sergio Diaz
- Riverside Convention and Visitor's Bureau: Anne Seymour, Sales Manager
- The Riverside Partnership: Janice Penner, Executive Director
- Riverside Convention Center: Scott Megna, General Manager

### **Pending Host City Designation:**

- The Law Office of Best Best & Krieger LLP  
Host for the International Welcome and Opening Ceremony, plus other amenities.

## **Community Police Review Commission**

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## **F. Assistance**

- The City of Riverside Community Police Review Commission Members and Staff
- The Riverside Convention and Visitors Bureau
- The Riverside Downtown Partnership

## **G. Assumption of Responsibility**

The Riverside Community Police Review Commission expects to deliver appropriate and courteous levels of support throughout the proposal submission and review process. We value this opportunity to assist you and will follow through on all of our commitments. If we are unable to fulfill a particular commitment, we will provide a written explanation regarding such and attempt to provide alternate suggestions or arrangements.

## **H. Incomplete or Invalid Proposals**

We understand that NACOLE reserves the right to reject, in part or in whole, incomplete or invalid proposals as stipulated in the NACOLE RFP.

## **I. Information to be Provided in Proposal**

### **1. Sponsoring Organizations**

- City of Riverside Community Police Review Commission
- Riverside Mayor and City Council
- Riverside Police Department
- Riverside Convention and Visitors Bureau
- Riverside Downtown Partnership

### **2. Conference Location and Dates**

City of Riverside, California, Riverside Convention Center

Hotels:

- The Mission Inn Hotel & Spa
- The Riverside Marriott
- Hyatt Place
- Courtyard Riverside Downtown / UCR Area
- Comfort Inn

Details are provided in the [RCVB Riverside Hotels](#) and [Riverside Convention Center](#) Tab Sections.

Suggested Start Date and Time:

September 21, 2014 at 5:00 PM – September 25, 2014 at 11:30 AM

Please refer to the [Activities Itinerary for the Week](#) Tab Section.

### **3. Host City Profile**

- Riverside has 600 first-class hotel rooms within walking distance of the Riverside Convention Center and an additional 500 rooms a short drive from the downtown area.
- Riverside is home to numerous historic buildings, including the Old Historic Courthouse and the Historic Fox Theater, also within walking distance of the downtown hotels and Riverside Convention Center.
- There are several museums and other entertainment venues within walking distance of the downtown hotels, as well as numerous restaurants.
- Downtown Riverside is only a 45-minute drive to Disneyland, Knott's Berry Farm, and Palm Springs.
- Huntington Beach, Laguna Beach, and Newport Beach, are about an hour's drive from the downtown area and all offer an abundance of entertainment, dining, and shopping locations.

### **4. Financial Contribution**

- The City of Riverside and Community Police Review Commission will contribute up to but not exceeding \$20,000 toward the NACOLE Conference.
- The Riverside Convention and Visitors Bureau will provide conference badges and registration bags containing information on local entertainment, dining, and attractions, as well as a few complimentary conference mementos.
- Other sponsors have expressed interest in hosting receptions, but confirmation will only occur once the City of Riverside has been selected as the 2014 Host City.

### **5. Additional Resources**

- The Riverside Convention and Visitors Bureau will provide support valued at \$4500.
- Anticipated full contribution from the Law Office of Best Best & Krieger LLP for the International Welcome and Opening Reception at the Old Historic Courthouse and other NACOLE Conference amenities.
- We anticipate fundraisers and additional sponsors.

### **6. Lodging and Food**

There are 600 first-class hotel rooms that are located within walking distance of the Riverside Convention Center and an additional 500 hotel rooms within a short drive. From affordable luxury to economical comfort, Riverside has the right accommodations for a perfect stay while in town.

- The Mission Inn, Marriott Hotel, and Hyatt Place have all offered a \$15.00 rebate to NACOLE for each guest room night.
- Room rates range from \$89 to \$139 per night, including the group rate three days pre- and post-event.

Please refer to the [RCVB Riverside Hotels](#) Tab Section, which outlines NACOLE's requirements related to hotels and meeting space.

## 7. Transportation

Riverside is 20 minutes from the Ontario International Airport. Please refer to the Transportation Tab Section for additional travel information and the RCVB Riverside Hotels Tab Section for information regarding hotel parking.

## 8. Additional Activities

- On the sample 'Daily Schedule', the Mission Inn Docent-Led Walking Tour is available.
- In addition to this tour, the Commission will host a walking tour of the City, highlighting some of the historic buildings, museums, and neighborhoods. The Riverside Downtown Partnership is anxiously waiting to assist and support the conference efforts. Please refer to the Local Support and Regional Representation Tab Section regarding this support. For additional area attractions and activities, please refer to the Area Attractions, Historic Landmarks in Riverside, Area Shopping Centers, and Main Street Dining Tab Sections, plus several additional Tab Sections.

## 9. Promotion of the Conference

The Riverside Convention and Visitors Bureau will provide a host of promotional amenities as outlined under RCVB Riverside Hotels Tab Section, Special Amenities and Services, Complimentary Concessions provided by RCVB. Please refer to the Activities Itinerary for the Week Tab Section.

## 10. Signatures

### Designated Local Conference Coordinator:

Name: Frank Hauptmann

Title (other than coordinator or representative): CPRC Manager

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Telephone: 951.826.5509

Facsimile No.: 951.826.2568

Email: [frank.hauptmann@rcvb.org](mailto:frank.hauptmann@rcvb.org)

Name: Dale Roberts

Title (other than coordinator or representative): CPRC Commissioner / Chair

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Telephone:** 951.826.5509

**Facsimile No.:** 951.826.2568

**Email:** [REDACTED]

**Name:** Robin Jackson

**Title (other than coordinator or representative):** CPRC Commissioner / Vice-Chair

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Telephone:** 951.826.5509

**Facsimile No.:** 951.826.2568

**Email:** [REDACTED]

**Local Co-Coordinator(s):**

**Name:** [REDACTED]

**Title:** Sales Manager, Riverside Convention & Visitors Bureau

**Signature:** \_\_\_\_\_

**Name:** Scott Megna

**Title:** General Manager, Riverside Convention Center

**Signature:** \_\_\_\_\_

**Name:** Janice Penner

**Title:** Executive Director, Riverside Downtown Partnership

**Signature:** \_\_\_\_\_

**Telephone No:** [REDACTED]

**Facsimile No.:**

**Email:** [REDACTED]

**Signature of Those Representing Supporting Organizations:**

Please see the signed letters from the supporting organizations located in the Local Support & Regional Representation Tab Section.

On behalf of the City of Riverside, we are proud to provide your Conference team with the Riverside Bid Package for the 2014 NACOLE Conference. We look forward to showcasing our charming City for the site visit process.

Thank you for considering our proposal.

Sincerely,

Dale Roberts  
CPRC Chair

Robin Jackson  
CPRC Vice-Chair

Frank Hauptmann  
CPRC Manager