



Conference & Meeting Center

The American Road & Transportation Builders Association Building

1219 28th Street, N.W.

Washington, D.C. 20007

P: 202.289.4434 • F: 202.289.4435

www.artba.org/meetingcenter





CONFERENCE & MEETING CENTER

Select The ARTBA Building for your next in-town meeting!

Located in historic Georgetown, the American Road & Transportation Builders Association (ARTBA) Conference & Meeting Center offers a full-service, state-of-the-art meeting facility.

The Center is convenient to many hotels, businesses and public transportation. This Victorian brick structure with its newly renovated interior provides a powerful atmosphere ideal for meetings, training session, fundraisers and other events.

The ARTBA Building is a "must see" full-service facility. To fully appreciate its features and charm, contact Jim Colleton at 202.289.4434 or jcolleton@artba.org, to schedule a tour of our meeting space.

Premier Location

- 1/2 block from intersection of Pennsylvania Avenue and M Street, N.W.
- Five miles from Ronald Reagan National Airport (18 minutes)
- Four blocks from Foggy Bottom Metro Station
- Half a block from cab stand
- Secured parking within 1.5 blocks at \$16/per day

Area Hotels

- Four Seasons - half a block
- Melrose Hotel - three blocks
- Latham Hotel - two blocks
- The Georgetown Inn - four blocks
- Georgetown Suites - two blocks
- Ritz-Carlton Hotel - five blocks
- The Fairmont Hotel - four blocks

Rental Opportunities Include:

- The Board Room
- Executive Conference Room
- Training/Work Room & Belltower



Board Room

Audio Visual (A/V) Capabilities Throughout the Facility Include:

- Live and On-demand Webcasting (through Mediasite)
- Video Teleconferencing
- Audio Teleconferencing
- Smart Board Technology (full-size whiteboard for meeting notes)
- Overflow Capabilities

Overflow capabilities allow for larger groups to experience real-time audio/video capture from the Board Room to the Conference and Training rooms.

THE BOARD ROOM

- Room size - 21' x 58' = 1,300 sq. ft.
- Table seating for 36 with extended seating to 63
- Luxury leather executive chairs
- Reception desk and service
- Attendee welcoming message on plasma monitor
- Wall-mounted cameras within the room for digital recording or live Internet feed
- Wireless microphones
- In-table microphones with room balanced control sound
- Wireless touch panel control
- On-site technical assistance
- Overflow video/computer graphics
- DVD player
- DVD recorder (with Cable TV)
- Internet access (wired and wireless)
- In-table audio and video connections for six
- Podium computer for presentation
- Electronically-controlled lighting and window shades
- 120-inch-high reflective auto-drop projection screen
- 3,700 ANSI lumens overhead video/DVD/power point projection unit
- Granite food/beverage service countertop with kitchen pass thru
- PC/MAC compatible

Executive Conference Room

- Room size - 16' x 21' = 347 sq. ft.
- In-table audio and video connections for two
- Table seating for 12 with extended seating to 15
- Reception desk and service
- Attendee welcoming message on plasma monitor
- Electronically controlled lighting and window shades
- Luxury leather executive chairs
- Internet access (wired and wireless)
- On-site Technical Assistance
- DVD player
- Wall-mounted 50-inch touch-screen plasma monitor with "Smart Board"/"White Board" technology
- Granite food/beverage service counter top with kitchen pass thru
- Two computers for presentations
- PC/MAC compatible





TRAINING/WORK ROOM & BELLTOWER

This room offers the perfect venue for mid-sized gatherings up to 35 people. This versatile space can be set up in multiple configurations to meet your group's unconventional or less formal event needs. Whether you want to host a reception, conduct training or certification classes, hold lectures, run civic or community group meetings, plan your organization's annual employee retreat or team building exercises, this is the room for you. The exposed brick and wood beams throughout the room combined with its privacy and comfort come together to create the optimal setting for your organization to make the most out of your unique event.

- Room Size – 35' x 30' = 1,050 sq. ft.
- Seating capacity—Rounds up to 35
- Wall-mounted 50-inch touch-screen plasma monitor w/overflow capabilities from Board Room and Executive Conference Room
- Internet access (wired or wireless)
- Wireless microphones
- Computer for presentations
- Kitchenette (with 2 microwaves, refrigerator/freezer, toaster, ice maker, sink, instant hot/cold water dispenser, commercial coffee/tea maker)
- On-Site technical assistance
- Reception desk and service
- Attendee welcoming message on plasma monitor
- PC/MAC compatible

ARTBA Conference & Meeting Center Price List

Half Day: Less Than Four Hours • Full Day: More Than Four Hours

The Board Room.....

\$350 per half day
\$700 per full day
\$500 per half day (Off Hours)*
\$1,000 per full day (Off Hours)*

Executive Conference Room.....

\$175 per half day
\$350 per full day
\$275 per half day (Off Hours)*
\$550 per full day (Off Hours)*

Training/Work Room & Belltower.....

\$175 per half day
\$350 per full day
\$275 per half day (Off Hours)*
\$550 per full day (Off Hours)*

“The 1219 Package” (includes the use of all meeting space).....

\$625 per half day
\$1,250 per full day
\$900 per half day (Off Hours)*
\$1,800 per full day (Off Hours)*

Audio/Visual Support Package—\$175.00/Half or Full Day**

- On-call staff technician
- Internet access (wired or wireless)
- Live and on demand webcasting (through Mediasite)
- Audio teleconferencing
- Video teleconferencing
- Laptops
- LCD projectors
- Flip charts w/easel and markers
- Photocopying services

Do you have any post-production needs for your meetings? No problem! For an additional charge, we can handle everything from recording your sessions in HD and archiving your content online to creating graphics packages and authoring DVDs for your attendees to keep.

We will also work with you to take care of all your food and beverage needs.

Contact Jim Colleton for more information 202.289.4434, x301 or jcolleton@artba.org.

*After close of business and weekends; requires additional charge for ARTBA staff to be on site.

**Charges are in addition to the room rental rates.



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