

About LD Ventures Inc., dba RDL enterprises (RDL)

RDL enterprises hereafter is a certified women owned, small business located in Sacramento, California. The staff of RDL has been planning meeting and conferences for clients across the country for our 20 years. The services offered include, but are not limited to:

- Timeline Development
- Budget Development
- Site Selection
- Contract Negotiation
- Website Development
- Materials Development
- Program Management
- On-Line Registration
- On-site Registration
- Audio Visual Supplier Management
- Exhibit Management
- Food and Beverage Management
- Review and Pay Expenses

RDL currently has a core team of five trained meeting planners with over sixty combined years of experience working with clients. In addition, RDL has a graphic designer/office manager in a support role.

RDL enterprises works closely with each client in a professional manner to implement the best strategies and procedures to ensure the success of their event. We work to foster ongoing open communication regarding the progress of each client's project. Bi-weekly and Monthly strategy team meetings and teleconferences are conducted and the RDL project team reviews the status of the client's project with the project-specific timeline that details and tracks each task associated with the specific project. During each meeting, the team assesses the quality of each service provided to ensure that the highest level of service is provided and that the client's goals and objectives are met. Any identified changes required are made and project status updates are provided to the client, as requested.

In order to ensure ongoing positive customer relations, RDL assesses the needs of each client, including their vision, goals, and objectives for their specific event. A dedicated Lead Planner is assigned to work one-on-one with the client. The Lead Planner, Directors, and support staff are each available by business phone, email, fax, and cell phone all during a regular business day and while onsite at each event.

CCR Registered

NAICS Codes:

561920 – Events and Conferences

561611 – Site selection

561990 – Other Services

541330 – Engineering Support Services

3.18 - Training

3.21 - Administrative Support

CAGE Number: 4EE02

Due to the nature of the business, RDL could plan meetings and events in any of the seven zones. RDL is currently working in Zone 7 – the Northwest, but has worked in Zone 6 – the Southwest.

Team Members:

Linda Begbie

President, LD Ventures Inc.

Executive Director, RDL enterprises

Cyndy Hutchinson

Chief Operating Officer, LD Ventures Inc.

Executive Director, RDL enterprises

Karl Baur

Project Director, RDL enterprises

Tess Conrad

Meeting Planner, RDL enterprises

Ginger Myrick

Meeting Planner, RDL enterprises

Web-Site Manager, RDL enterprises

Carmen Zorick

Office Manager, RDL enterprises

Graphic Designer, RDL enterprises

Experience:

Functional Area 3.18 Training

Naval Undersea Warfare Center, Division Keyport

“Industry Days” 18-20 May, 2010

Coordination, registration and Planning for three day event

California Department of Public Health
Office of AIDS, Education & Prevention Branch and CARE Branch
Contracted 2008-2011
Meeting and Conference Planning for all Branches of the Office of AIDS

Functional Area 3.21 Administrative Support

Air Wing Channel Islands
Channel Islands, Air National Guard
Transcription Services

California Department of Public Health
Office of AIDS, Education & Prevention Branch and CARE Branch
Contracted 2008-2011
Contract with vendors, monitor contracts, and pay invoices

Points of Contact:

Naval Undersea Warfare Center, Division Keyport

Diane Kostelecky
Deputy - Small Business Program
Naval Undersea Warfare Center-Keyport
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Air Wing – Channel Islands

Air National Guard

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Office of AIDS

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LD Ventures Inc. dba RDL enterprises – Point of Contact

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