

PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION

City of Somerville, Commonwealth of Massachusetts

Application #: PEL19-000247

File #: 18-020432

Application for: Public Event

Organization name: Tufts University Social Collective

Description: The Tuftonia's Day Carnival is an annual event held on Fletcher Field consisting of carnival rides, food trucks, games and live music to celebrate the conclusion of the academic year. While the event is open to the public, it is only advertised internally to Tufts community members and directly communicated to surrounding neighbors of the campus.

Date(s): Friday, April 24, 2020

Setup starts at (time): 12

Cleanup after the event ends at (time): 11:00 pm

Entertainment: There will be music supporting Tufts students and/or local bands and DJs. There will be mechanical carnival rides and games.

Attendees:

Max attendance at one time: 2,000

Maximum attendees accommodated: 4,000

Attendee fees or suggested donations: Free

Social or cultural benefits:

The Tuftonia's Day Carnival consists of carnival rides, food trucks, games, and music. The event provides and opportunity for Tufts and Somerville community members to come together in a social setting, free of charge, to celebrate spring and the conclusion of the academic year. While the event is open to the public, it is only advertised internally to Tufts community members and directly communicated to surrounding neighbors of the campus.

Event Contact: John Wescott

Event name: Tuftonia's Day Carnival 2020

Location: Fletcher Field at the corner of Professors Row and Curtis Street, with the area of Professors Row parallel to the field closed to vehicular traffic.

Rain date(s): Sunday, April 26, 2020

Event starts at (time): 5:00 pm

Event ends at (time): 9:00 pm

Temporary Structures: There will be temporary tents set up for water and miscellaneous food items. Additionally, there will be mechanical carnival rides, such as a Ferris wheel and giant slide, along with inflatable activities and lawn games.

Total people attending: 3,000

Total Somerville residents attending: 200

What is your budget for this event: 90,000.00

Financial benefits:

A number of local business and vendors are hired to support this event, and the event is free to the local community members.

Event Contact Phone: 617-627-3212

Event Information	Yes/No	If yes, Describe
Open to the public?	Yes	Letter to the Community is distributed to the immediately surrounding community, and on campus community members are invited through internal communications, posters, facebook event, and the Tufts website.
Food served?	Yes	A number of food trucks and other food vendors are hired for this event, including many local Somerville businesses, and are required to provide proof of insurance, food certification, and City of Somerville Permits.
Caterer used?	No	Food trucks to be determined.
Alcohol served?	No	
Grill/open-flame device used?	Yes	Food trucks may use propane grills to cook, pending approval and inspection by the City of Somerville Fire Department.
Streets blocked?	Yes	Professors Row between Packard Ave and Curtis Street

are closed between 2pm and 10pm.

Sidewalks blocked?	No
Arrangements:	
Police Detail:	Yes
Parking (for Attendees)?	No
Restrooms?	Yes
Liability Insurance?	Yes

TUPD and Somerville Fire detail

Portable toilets will be placed on the field.

Insurance is required for all vendors/supplies, and names both Tufts University and the City of Somerville as additionally insured. The following minimum insurance standards shall apply to all Suppliers performing, selling or distributing products and services at, or for, Tufts University: (i) comprehensive general liability insurance including bodily injury and property damage liability, independent contractors liability and completed operations liability in an amount not less than \$1,000,000 combined single limit per occurrence and \$2,000,000 aggregate, (ii) workers' compensation insurance for all employees in compliance with state law, (iii) automobile liability for Suppliers driving on Tufts University property in an amount not less than \$1,000,000 per occurrence for bodily injury and property damage, including owned, hired and non-owned vehicle coverage, (iv) professional liability in an amount of not less than \$1,000,000 each claim for all professional services and \$2,000,000 aggregate including, but not limited to, architects, engineers, consultants and testing services. Tufts University shall be named as an additional insured on Supplier's general liability, automobile liability and umbrella/excess liability policies pertaining to the work done/service provided/product delivered to Tufts. The Supplier's policies shall include severability of interest or cross liability clause wording. Supplier's insurance must be primary and noncontributory as to any other valid and collectible insurance. Any deductible or Self-Insured Retention (SIR) over \$25,000 requires approval by Tufts. All insurance policies shall be underwritten by US admitted carriers and rated at least A- in A.M. Best's Key Rating Guide. If the Supplier's professional liability is on a claims-made form, the Supplier is required to maintain such coverage for a minimum of three (3) years (six (6) years for Construction Defect Claims) following completion of the performance or attempted performance of the provisions of this Agreement. The Supplier shall provide a 30-day notice of cancellation or non-renewal of coverage to Tufts. Supplier shall provide certificates of insurance prior to the performance of any services at, or for, Tufts and annual renewal certificates until all work is completed.

Will any public parks be used?	No
Has the event occurred in the last two years?	Yes

04/29/2019, 04/30/2018

Approved By:

Maureen Lee, Approved

John J. Long, Approved

CS Mayor, Approved

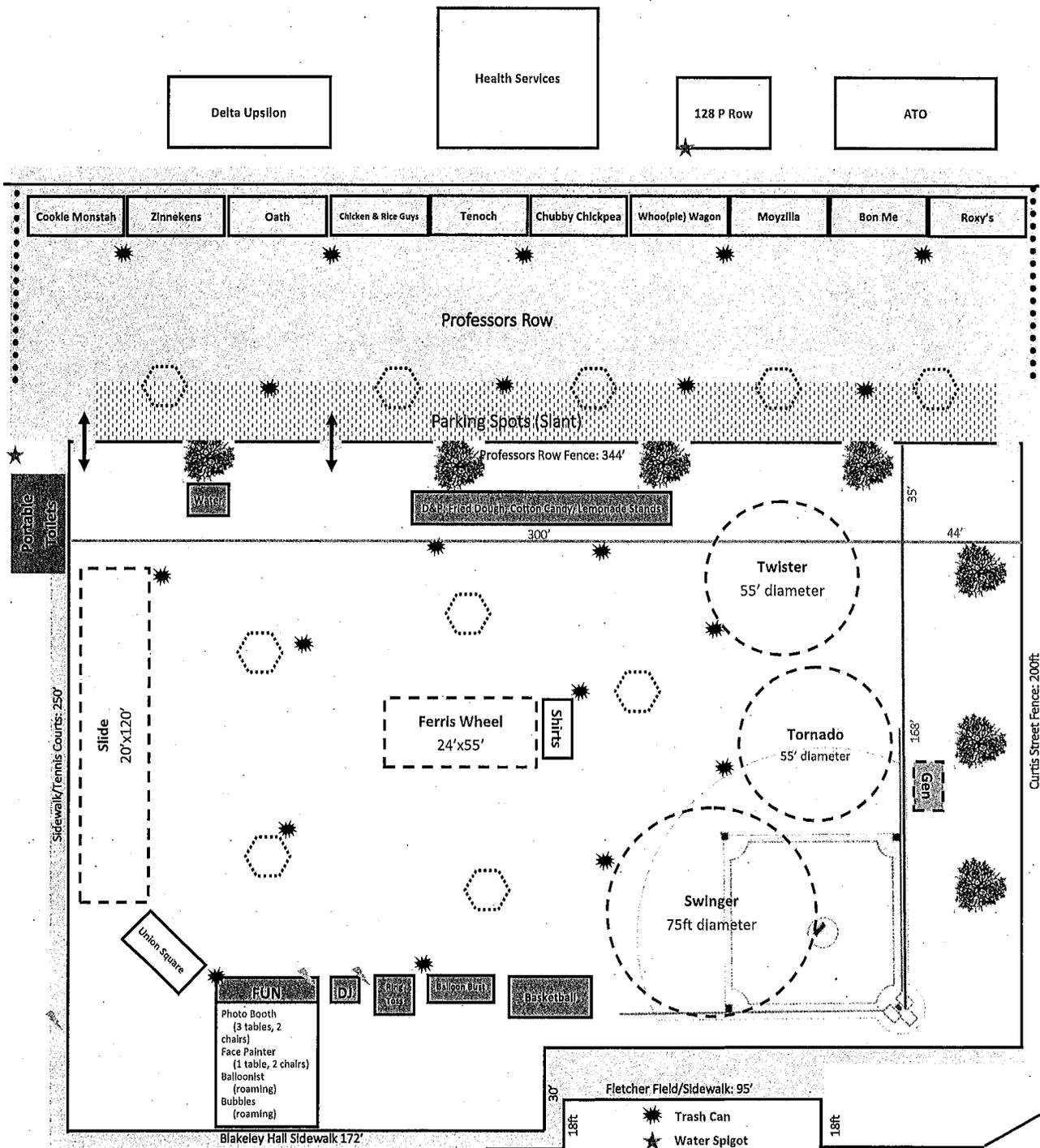
CS Traffic and Parking, Approved

Robert Maclaughlan, Approved with Conditions

A fire detail will be required, a detail will be scheduled. Food trucks require inspections and permits to operate

Timothy Mitsakis, Approved

Christine Morin, Approved



FLETCHER FIELD & PARKING LOT
TUFTONIA'S DAY LAYOUT
1 inch = 35 feet
Measurements Are Approximate

Other

Ride

Food

Bike Rack

Trash Can
Water Spigot
Power

Tree

Picnic Table