

# PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION

City of Somerville, Commonwealth of Massachusetts

Application #: PEL18-000265

File #: 18-020432

**Application for:** Public Event

**Organization name:** Tufts University

**Description:** The Tuftonias 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):** Monday, April 29, 2019

**Setup starts at (time):** Wednesday prior

**Cleanup after the event ends at (time):** 11:30pm

**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: 3,000

**Attendee fees or suggested donations:** \$0.00

**Social or cultural benefits:**

The Tuftonias 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:** Abby Pieger

**Event name:** Tuftonia's Day Carnival

**Location:** This event is located on Fletcher Field of Tufts University and on the street of Professors Row in front of Fletcher Field. The event is open to the community.

**Rain date(s):** Tuesday, April 30, 2019

**Event starts at (time):** 4:00pm

**Event ends at (time):** 8:00pm

**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

**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:** 617-627-5714

---

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?	Yes	A number of food trucks and other food vendors
Alcohol served?	No	
Grill/open-flame device used?	Yes	Food trucks may use propane to cook, pending approval and inspection by Somerville Fire Department.
Streets blocked?	Yes	Professors Row between Packard Ave and Curtis Street are closed between 2pm and 9pm.
Sidewalks blocked?	No	
<b>Arrangements:</b>		
Police Detail:	Yes	Tufts University Police Department, Somerville Police, Somerville Fire are all on site.

Parking (for Attendees)?	No	
Restrooms?	Yes	Portable toilets are on site if funding is available, otherwise public restrooms are available in the Fletcher School adjacent to the field.
Liability Insurance?	Yes	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 Suppliers general liability, automobile liability and umbrella/excess liability policies pertaining to the work done/service provided/product delivered to Tufts. The Suppliers policies shall include severability of interest or cross liability clause wording. Suppliers 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 ??-Plus in A.M. Best Key Rating Guide. If the Suppliers 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	April 30, 2018 and April 28, 2017

**Approval Conditions:**

**Reviewer:** CS Fire, Fire Prevention, Approved with Conditions

1. A fire detail will be required, please contact the fire prevention office to schedule. Food trucks require inspections and permits

**Approved By:**

**CS Mayor, Approved**

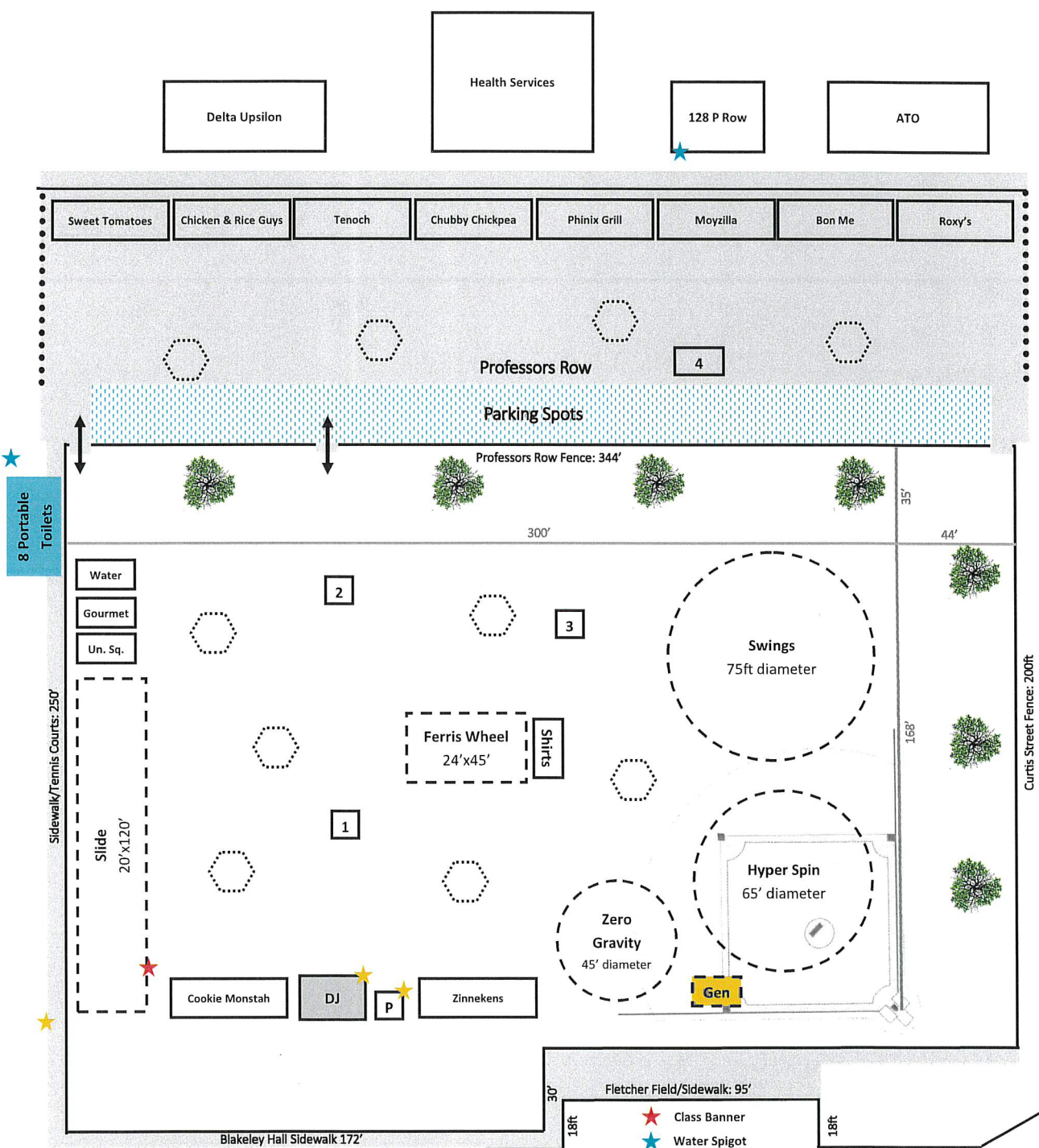
**Scott Whalen, Approved**

**CS Traffic and Parking, Approved**

**Christine Morin, Approved**

**CS Fire, Approved with Conditions**

A fire detail will be required, please contact the fire prevention office to schedule. Food trucks require inspections and permits



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

STAGE	Ride	Giant Checkers	Photo Booth
Food	Bike Rack	Giant Connect 4	Water
	Class Banner	Giant Jenga	
	Water Spigot	Cornhole	
	Power		
	Tree		
	Picnic Table		



**Ferris Wheel**  
24' x 45'



**Hyper Spin**  
65' Diameter



**Swings**  
75' Diameter



**Zero Gravity**  
45' Diameter



**Super Slide**  
20' x 120'



## Food Trucks

Bon Me  
Chicken and Rice Guys  
Cookie Monstah  
Chubby Chickpea  
Gourmet Bae Catering  
Moyzilla  
Phinix Grill  
Roxy's  
Sweet Tomatoes  
Tenoch  
Union Square Donuts  
Zinneken