

Janice M. Winfrey
City Clerk

City of Detroit
OFFICE OF THE CITY CLERK

Andre P. Gilbert II
Deputy City Clerk

DEPARTMENT PETITION REFERENCE COMMUNICATION

To: The Department or Commission Listed Below

From: Janice M Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

Petition No.	2023-102
Name of Petitioner	Detroit Riverfront Conservancy
Description of Petition	Request to hold "Riverfront Run 2023" at Detroit Riverfront & Surrounding Areas on 6/10/2023 from 8:30 AM to 11:00AM
Type of Petition	Special Event
Submission Date	3/22/2023
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Amber Avig Detroit Riverfront Conservancy 600 Ren Cen, Suite 1720 Detroit, MI 48226 313.432.7831 (Office) 313.450.3799 (Mobile) aavig@theparade.org

SPECIAL EVENTS GUIDELINES

A Petitioner is required to obtain a Special Events Permit from the Detroit City Council to conduct any of the following event types in the public right – of – way or outdoors on private property:

- ❖ Bike Race and/or Ride
- ❖ Carnival
- ❖ Circus
- ❖ Concert
- ❖ Demonstrations
- ❖ Fireworks
- ❖ Marathon
- ❖ Outdoor Festival
- ❖ Performance
- ❖ Political Ceremony
- ❖ Rally
- ❖ Sports or Recreational Activity
- ❖ Street Fair
- ❖ Walkathon

Events that do not need to follow this process are: Residential Block Parties and Private Invitation Only events held **inside** a private facility.

Once the Event Type has been identified, the Petitioner must complete the Special Event Application in full and submit **60 DAYS** prior to the event. Applications **will not** be accepted by the Office of Special Events under 60 days, no exceptions.

Upon submittal, all City of Detroit Departments providing services and permits for the event will review the application. Petitioner will be contacted to present their event to the Special Events Management Group to review all aspects of their application and ensure adherence to each department's guidelines.

- ❖ DO NOT ADVERTISE OR PUBLICIZE YOUR EVENT PRIOR TO APPROVAL FROM DETROIT CITY COUNCIL.

Please be aware each facet of your event is subject to change based on Public Health and Safety standards by the City of Detroit in respect to availability of services and scheduling of other events. **ALL** applications are subject to denial, no exceptions.

Preparation

Large events are complex and may require supplemental applications and a detailed event plan.

1. Set your event dates
2. Check for conflicting dates
Call the Office of Special Events at (313)224-1606.
3. Know the event location and primary intersection
4. Review and complete the Special Event Application
5. Identify the additional supplemental forms required to obtain a permit for your event.
6. Attend your Special Events meeting to review your application

Inform Your Vendors

1. Inform your vendors and/or licensed contractors that they will have to obtain certain permits as specified on the Special Event Application.
2. You, your vendor or licensed contractor are responsible for obtaining these permits after your application is approved. These may include park permits, liquor licenses, temporary food permits, tent permits, generator permits, etc.
3. The list of all vendors that will be at the event should be submitted to the Office of Special Events.

What to Expect

1. The Office of Special Events will review your application in full to ensure it is complete.
2. You will receive an email and/or call with a meeting date for you to present your event before the Special Events Management Group. If you do not, call the Special Events Office at (313) 224-1606.
3. The Special Events Management Group will go over the details of your event on your meeting date and advise which permits will be required.
4. If a "Temporary Use Permit" is required, please complete that ASAP and
5. If there are no outstanding issues with your event, at the close of your meeting the Office of Special Events will request the City Clerk's office to submit your application to City Council for approval.
6. The Office of Special Events will let you know when your approved City Council Event Permit is ready for pick up. **Now you can advertise.**

Successful events are the result of advanced planning, effective communication and teamwork. Please review the "Frequently Asked Questions" for more information.

Special Events Frequently Asked Questions

The Special Events Frequently Asked Questions (FAQ) page is setup to answer both the common and not so common questions regarding Special Events.

By Department

City Engineering – (313) 224-3935

Traffic Engineering – (313) 628-5603

Municipal Parking – (313) 221-2518

Building Safety Environment and Engineering - (313) 224-3259

Business Licensing Department – (313) 224-0365

Detroit Police Department – (313) 237-2826

Detroit Fire Marshall Division – (313) 596-2932

City Engineering: Do I need a permit to close a street or sidewalk?

“Right of Way” Permit

A Right of Way permit is required for any event that will use a portion of a street, ally or sidewalk. This includes the closing of an entire street or designation of curb lanes for special parking/no parking.

The City Engineering Department will review the request and recommend adjustments to the street plan. Clean up and/or other conditions will be communicated to you after your application has been reviewed at the Special Events Management meeting.

“Right of Way” Permit Costs

Right of Way Permits for Special Events cost may vary. Upon receipt of your Special Events Application, the City Engineering Department will consider the emergency vehicle access, parking and traffic congestion when approving your application.

Traffic Engineering: Who will close the street?

The applicant is responsible for closing the street with proper barricades and clear, concise signage for traffic detours. The City of Detroit requires a “Type 3” barricade for all closures. As part of your application, you will be asked to submit the name of the traffic control company you are hiring for managing closures/detours, along with the detail plan of where the barricades and signage will be placed.

Michigan State Highway Closures

Some city streets are also state highways and require a closure permit from the Michigan Department of Transportation. Closing any interstate on/off ramps also requires a permit from the Michigan Department of Transportation. After reviewing your application, the Office of Special Events will alert you if a MDOT permit is required and provide you with further information on how to apply for the permit. You will be responsible for hiring a traffic control company to manage the closure.

Route Description

A Street Closing Report must be included in your Special Events Application. It must provide a text and turn-by-turn description of your route from the start point to end point. The wording should utilize directions (N, S, E, W) as well as street names. A map attachment of your route is mandatory.

Municipal Parking: Can I close a parking lane?

Parking Meters and Costs

The City of Detroit - Municipal Parking Department manages parking meters, which must be rented for the time that the curb lane will be blocked from public parking.

Building Safety Environment Engineering: Do I need a permit for a tent?

Tents requiring permits

Any tent larger than a 10x10 will require a tent permit.

Tent Overview -

- shall not be erected prior to obtaining a tent permit;
 - shall not be operated or occupied prior to inspection and formal approval by the Fire Safety Unit inspector.
- A site plan must include the following: location of the tent(s) in relation to the property lines and building(s), the means of egress (exits) and exit path(s) to the street, alley or public way for the tent and for any building affected by an erected tent. Exit signs, emergency lights, doors and any HVAC for the tent shall be shown on the plans upon application submittal.
- Formal approval will be issued in the form of a "Certificate of Inspection" signed and dated by the Fire Safety Unit inspector and an "Occupancy Load Placard" indicating the maximum number of persons allowed in the tent. Both documents shall be posted in a conspicuous, protected location.
- It shall be the responsibility of the applicant to ensure that the tent is being operated and maintained in a safe manner in accordance with the permit requirements, including not exceeding the occupant load. Failure to operate and maintain the tent in accordance with the permit requirements may result in immediate closure, revocation of the "Certificate of Inspection", fines and/or other legal actions by the City of Detroit.
- For specific fire safety questions regarding tents, relating to exits, occupant loads, exit signs, emergency lighting, fire extinguishers, exit doors and hardware etc. contact the Detroit Fire Department - Fire Inspection Unit.

Temporary Power Using Generators

Generators providing power for an event will require a permit from the Building, Safety, Engineering and Environmental Department. An inspector from the Building, Safety, Engineering and Environmental Department will be onsite to inspect the generator prior to the event. If a problem is found it must be corrected immediately or the City reserves the right to shut down your event.

Business Licensing: Do I need a permit to sell merchandise?

Selling/Serving Food and/or Alcohol

For the sale of/or consumption of liquor, wine or spirits at an event a Liquor License must be obtained from the State of Michigan through the Detroit Police Department. The licensing process can take up to one month. The State of Michigan must receive your request two weeks prior to the date of the event.

Applicants must apply for a food vendor's permit and temporary Liquor License permit.

- All food vendors must be licensed and inspected by the City of Detroit.
- It is MANDATORY for you to submit a copy of the temporary Liquor License from the State of Michigan to the Business Licensing Department to also receive a Temporary Liquor License permit from the City of Detroit.

Public Safety Detroit Police Department, Emergency Medical and Fire

Security Plan

The goal of a successful contingency plan is not only to protect life and property by identifying the risks associated with an event, but to also develop a plan of action to minimize those risks and address the safety requirements of the participants and spectators. Event organizers should take into consideration the scope of the event, the potential risk of injury or illness to participants and spectators, security needs, and emergency support required to help promote a safe and enjoyable event. Should a natural or man-made disaster occur, the event organizer(s) is legally and morally obligated to ensure that the necessary and appropriate actions will be taken to minimize harm. The Detroit Police Department stands ready to work with you to ensure that the necessary resources and personnel are available to help make your event successful. The Detroit Police Department and Detroit Emergency Medical Service Department will provide the requirements based on the uniqueness of your event.

Notification to Surrounding Area

To ensure the safety of the event participants and the community, it is the responsibility of the event organizers to arrange notification to businesses and residents in the area immediately surrounding the event site. This communication should include details about the event such as dates and times they will likely be impacted by the flow of traffic and people, etc.

Trash Collection for Events

Clean-up following the event is the responsibility of the applicant. You will be asked to provide the name of the sanitation company as well as a contract of services provided by said company to ensure the event site will be returned back to its original state.

City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: Riverfront Run 2023

Event Location: Detroit Riverfront & Surrounding Areas

Is this going to be an annual event? ☒ Yes ☐ No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Detroit Riverfront Conservancy

Organization Mailing Address: 600 Ren Cen, Suite 1720

Business Phone: 313.566.8200

Business Website: www.detroitriverfront.org

Applicant Name: Amber Avig

Business Phone: 313.432.7831

Cell Phone: 313.450.3799

Email: aavig@theparade.org

Event On-Site Contact Person:

Name: Amber Avig + CarolAnn Barbb

Business Phone: 313.923.7402

Cell Phone: 313.450.3799

Email: aavig@theparade.org

Event Elements (check all that apply)

☐ Walkathon

☐ Carnival/Circus

☐ Concert/Performance

☒ Run/Marathon

☐ Bike Race

☐ Religious Ceremony

☐ Political Event

☐ Festival

☐ Filming

☐ Parade

☐ Sports/Recreation

☐ Rally/Demonstration

☐ Convention/Conference

☐ Fireworks

☐ Other: _____

Projected Number of Attendees: 1,000+

Please provide a brief description of your event:

5K + 10K along the Riverwalk, Atwater & Dequindre.

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date: 06/10/2023 Time: 6:00 a.m. Complete Set-up Date: 06/10/2023 Time: 8:00 a.m.

Event Start Date: 06/10/2023 Time: 8:30 a.m. Event End Date: 06/10/2023 Time: 11:00 a.m.

Begin Tearing Down Date: 06/10/2023 Complete Tear Down Date: 06/10/2023

Event Times (If more than one day, give times for each day):
10K begins at 8:40 a.m. and the 5K begins at 9:00 a.m.

Section 3- LOCATION/SITE INFORMATION

Location of Event: Detroit Riverfront & surrounding areas

Facilities to be used (Check) Street ☒ Sidewalk ☐ Park ☐ City ☐
Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- | | |
|-----------------------------------|--|
| -Public entrance and exit | -Location of First Aid |
| -Location of merchandising booths | -Location of fire lane |
| -Location of food booths | -Proposed route for walk/run |
| -Location of garbage receptacles | -Location of tents and canopies |
| -Location of beverage booths | -Sketch of street closure |
| -Location of sound stages | -Location of bleachers |
| -Location of hand washing sinks | -Location of press area |
| -Location of portable restrooms | -Sketch of proposed light pole banners |

You will be prompted to upload these attachments upon submitting this form

Section 4- ENTERTAINMENT

Describe the entertainment for this year's event:

(1) DJ will be onsite to play music and make end of race announcements

Will a sound system be used? ☒ Yes ☐ No

If yes, what type of sound system? DJ with (2) speakers

Describe specific power needs for entertainment and/or music:

No generators, one outlet will be provided to DJ.

How many generators will be used? 0

How will the generators be fueled?
N/A

Name of vendor providing generators:

Contact Person: N/A

Address:

Phone:

City/State/Zip

Section 5- SALES INFORMATION

Will there be advanced ticket sales? ☒ Yes ☐ No

If yes, please describe:

Will there be on-site ticket sales? ☐ Yes ☒ No

If yes, list price(s):

Will there be vending or sales? ☐ Yes ☒ No

If yes, check all that apply:

☐ Food ☐ Merchandise ☐ Non-Alcoholic Beverages ☐ Alcoholic Beverages

Indicate type of items to be sold:

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Eagle Security

Contact Person: Mac McCracken

Address:

Phone: 313.656.2271

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

Are the private security personnel (check all that apply):

☐ Licensed

☐ Armed

☐ Bonded

How will you advise attendees of parking options?

Participants will park in the River East Garage. Attendees are advised on website, social media and event day signage.

Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?
Race course impacts Atwater & surrounding streets, please see detailed course maps.

Have local neighborhood groups/businesses approved your event?

☒ Yes ☐ No

Indicate what steps you have or will take to notify them of your event:
Through the Detroit Riverfront Conservancy website, notifications, GM & DDP

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event **Structure**

	How Many?	Size/Height
Booth	0	
Tents (enclosed on 3 sides)	0	
Canopy (open on all sides)	0	
Staging/Scaffolding	0	
Bleachers	0	

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?

Contact Person: Adam Gottlieb, Hart EMS Medical Services

Address: 5201 Rosa Parks Blvd.

City/State/Zip: Detroit, MI 48208

Name of company providing port-a-johns. Scotty's Potties

Contact Person: Lori Proctor

Address: PO Box 530845

Phone: 734.421.1400

City/State/Zip: Livonia, MI 48153

Name of private catering company? N/A

Contact Person:

Address:

Phone:

City/State/Zip:

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barricades are not available from the City of Detroit.**

Attach a map or sketch of the proposed area for closure.

STREET NAME: Atwater
FROM: Bates TO: Chene

CLOSURE DATES: 6/10/2023 BEG TIME: 8 A.M. -- 11 END TIME:

REOPEN DATE: _____ TIME:

STREET NAME: Chene
FROM: Atwater TO: Franklin

CLOSURE DATES: 6/10/2023 BEG TIME: 8 A.M. -- 11 A.M END TIME:

REOPEN DATE: _____ TIME:

STREET NAME: Franklin
FROM: Chene TO: Dequindre Cut

CLOSURE DATES: 6/10/2023 BEG TIME: 8 A.M. -- 11 A.M END TIME:

REOPEN DATE: _____ TIME:

STREET NAME: _____
FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME:

REOPEN DATE: _____ TIME:

STREET NAME: _____
FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME:

REOPEN DATE: _____ TIME:

PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

- 1) CERTIFICATE OF INSURANCE**
- 2) EMERGENCY MEDICAL AGREEMENT**
- 3) SANITATION AGREEMENT**
- 4) PORT-A-JOHN AGREEMENT**
- 5) COMMUNITY COMMUNICATION**

AUTHORIZATION & AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

eSigned via SeamlessDocs.com
Rachel MB Frierson
Key: e33faa16b02b9c8f34ce7c94c2330765

03-22-2023

Signature of Applicant

Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: Riverfront Run 2023 **Event**
Date: June 10, 2023

Event Organizer:
Detroit Riverfront Conservancy

Applicant Signature: *Rachel MB Frierson*
Date: 03-22-2023
Key: e33faa16b02b9c8f34ce7c94c2330765

ADDITIONAL MATERIALS

SANITATION

The Detroit Riverfront Conservancy uses private trash, recycling, and cleaning through Block by Block. Any additional debris from this event will be managed and properly disposed of by the Block by Block team.

COMMUNITY COMMUNICATION

The Detroit Riverfront Conservancy has a very strong relationship with the various stakeholders and neighbors along the Detroit Riverwalk and Dequindre Cut. Stewardship is of upmost importance to us. Using our website, social media (125k), as well as direct outreach to block clubs and residential complexes, street closures will be announced starting the week of June 1 in preparation of a June 10 race. In addition, our race route has been discussed with the DNR Outdoor Adventure Center – since the building lies directly within the race route, arrangements will be made to ensure their employees are able to get into the space prior to the start of the race.



AGREEMENT

THIS AGREEMENT (the "Agreement") is made as of the 28th day of February, 2023 (the "Effective Date"), by and between THE PARADE COMPANY, a Michigan nonprofit corporation, located at 9500 Mt. Elliott, Studio A, Detroit, MI 48211 ("TPC") and Hart EMS Medical Services PLLC, located at 5201 Rosa Parks Blvd, Detroit, Michigan 48208 (the "Vendor"), each individually referred to as a "Party", and collectively referred to as the "Parties" to this Agreement, in connection with the Vendor's participation in the Riverfront Run 5K / 10K scheduled to occur on Saturday, June 10, 2023 (the "Event") on the Detroit Riverfront (the "Venue").

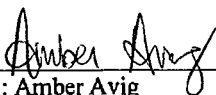
1. SERVICES. The Vendor will provide the services described in Exhibit A to this Agreement (the "Services"), which describes the scope of services to be performed by the Vendor in accordance with the terms of this Agreement.
2. FEES. As consideration for the Services, TPC shall pay to the Vendor the amount of \$1,400.00 (the "Fee"), which shall be due and payable on June 10, 2022.
3. ASSIGNMENT/SUBCONTRACT. The Vendor may not assign or subcontract this Agreement or any of its rights or obligations therein without the prior written consent of TPC. Any assignment or subcontract made without the prior written consent of TPC shall be void.
4. INSURANCE. The Vendor agrees to maintain and provide proof of insurance in accordance with the requirements set forth in Exhibit B of this Agreement. TPC & Michigan Thanksgiving Parade Foundation shall be listed as additional insured. Any sub-contractor contracted by Vendor with the prior written consent of TPC will be required to provide proof of insurance to TPC.
5. REPRESENTATIONS AND WARRANTIES; INDEMNIFICATION. The Vendor represents and warrants that it has the full right and authority to enter into this Agreement and to perform its obligations hereunder. Notwithstanding the Vendor's insurance obligations in Section 4, the Vendor agrees to indemnify, defend and hold harmless TPC and each of its affiliated entities including, without limitation, Michigan Thanksgiving Parade Foundation, and each of their officers, trustees, directors, employees, volunteers, agents and assigns from and against any and all loss, liability, claim, damage and other expense (including reasonable attorneys' fees) caused by or arising from (i) the breach of any warranty, representation or obligation the Vendor has made hereunder; (ii) any negligent or wrongful act or omission by the Vendor or its officers, directors, agents, subcontractors or employees in connection with this Agreement; and/or (iii) any materials or services provided by the Vendor hereunder. The indemnification obligations set forth herein shall survive termination of this Agreement.
6. TERM: The term of this Agreement shall commence on the Effective Date and shall continue in force until completion of the services described in the attached Exhibit A.

7. **FORCE MAJEURE:** The performance of the Agreement by either party shall be subject to force majeure, including but not limited to acts of God, fire, flood, natural disaster, war or threat of war, acts or threats of terrorism, civil disorder, unauthorized strikes, governmental regulation or advisory, recognized health threats as determined by the World Health Organization, the Centers for Disease Control, or local government authority or health agencies (including but not limited to the health threats of COVID-19, H1N1, or similar infectious diseases), or other similar occurrence beyond the control of the parties. The Agreement may be cancelled by TPC, without liability, damages, fees, or penalty, and any unused deposits or amounts paid shall be refunded, for any one or more of the above reasons, by written notice to the other party.

8. **GOVERNING LAW AND COURTS.** This Agreement shall be governed by the laws of the State of Michigan applicable to agreements wholly to be performed therein. The Vendor hereby submits to the jurisdiction of the federal and state courts located in the State of Michigan with respect to any legal suit or proceeding relating to this Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed in counterparts by their duly authorized representatives.

THE PARADE COMPANY

By: 
Name: Amber Avig
Title: Events Manager
Date: 3/21/2023

Hart EMS Medical Services PLLC (HMEMS)

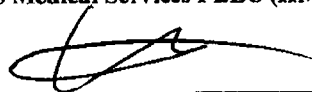
By: 
Name: Adam Gottlieb
Title: CEO
Date: 3/17/23

EXHIBIT A

SCOPE OF SERVICES
(SEE SECTION 1)

Event Date: June 10, 2023

Time: 8 a.m.- 12 p.m.

Location: Cullen Plaza, 1340 Atwater Street, Detroit

(1) Life Support Ambulance

(1) Golf Cart Ambulance

EXHIBIT B

INSURANCE
(SEE SECTION 4)

The Parade Company/Michigan Thanksgiving Parade Foundation
Vendors Insurance Requirements

1. All vendors from whom The Parade Company/Michigan Thanksgiving Parade Foundation (T.P.C.) purchases services or goods must carry certain insurance which covers TPC for the liability exposures which these vendors may create in their dealing with TPC.
 2. There are two sets of insurance requirements for vendors which will depend upon what functions the vendors perform for T.P.C. **General Requirements** are the minimum requirements for any vendor. Some vendors, due to the hazardous nature of their operations, may be held to a higher degree of care and therefore may be required to carry specific coverage or higher limits. These will be considered **Specific Requirements**.
-

General Insurance Requirements

Commercial General Liability shall be carried to cover vendor and any and all liability for T.P.C. with the following minimum limits:

General Aggregate	\$2,000,000
Products & Completed Ops Aggregate	\$2,000,000
Personal & Advertising Injury	\$2,000,000
Each Occurrence	\$2,000,000
Damage to Rental Premises	\$50,000
Medical Payments	\$5,000

Coverage shall be written with a Michigan licensed and admitted carrier that is rated at least B+ by A.M. Best Company. Carrier shall specifically name **Michigan Thanksgiving Parade Foundation** and **The Parade Company** as Additional Insureds with the appropriate specific endorsement. This coverage shall be "primary and non-contributory" and noted as such on the Certificate of Insurance. The carrier shall notify T.P.C. of any material change in the coverage including but not limited to cancellation by either party. This notification shall be no less than 30 days.

Automobile Liability shall be provided for "any auto" and Mobile equipment subject to compulsory or financial responsibility or other motor vehicle insurance law. (Symbol 19) with limits of \$1,000,000, combined single limit or \$1,000,000 Bodily Injury and \$1,000,000 Property Damage.

Workers Compensation shall be provided for all employees of the vendor.

Umbrella Liability shall be provided by a Michigan licensed and admitted carrier with minimum limits of \$2,000,000.

T.P.C. shall be provided a Certificate of Insurance (ACORD 125) as evidence of such coverage.

Service Agreement

Hart EMS Medical Services PLLC (HMEMS)**5201 Rosa Parks Blvd****Detroit MI 48208**

Phone 313-366-4278

Fax 313-216-1771

Email: adam@hartems.com

Customer

The Parade Company

9500 Mt. Elliott, Studio A

Detroit Michigan 48211

ATTN: Amber Avig

Event: Detroit Riverfront Run 5K/10K**Venue:** Cullen Plaza - Detroit, Michigan 48207**Start:** Saturday, June 10, 2023**End:** Saturday, June 10, 2023

This is to confirm that Hart EMS Medical Services PLLC (HMEMS) will provide on-site medical services for the above indicated Event and Venue. The following itemized services and items will be provided.

Service	Date	Start	End	Hours	Rate	Qty	Total
Life Support Ambulance	6/10/23	8:00 AM	12:00 PM	4.00	\$225.00	1	\$900.00
Golf Cart Ambulance	6/10/23	8:00 AM	12:00 PM	4.00	\$125.00	1	\$500.00

\$1400.00

Services \$1400.00

Items \$0.00

Total \$1400.00

Discount \$0.00

Sub Total \$1400.00

Tax \$0.00

Grand Total \$1400.00**Payment Terms:** Payment due in full upon completion of event

Deposit \$0.00

Service Agreement

Hart EMS Medical Services PLLC (HMEMS)

5201 Rosa Parks Blvd

Detroit MI 48208

Phone 313-366-4278

Fax 313-216-1771

Email: adam@hartems.com

Customer

The Parade Company

9500 Mt. Elliott, Studio A

Detroit Michigan 48211

ATTN: Amber Avig

Event: Detroit Riverfront Run 5K/10K

Venue: Cullen Plaza - Detroit, Michigan 48207

Start: Saturday, June 10, 2023

End: Saturday, June 10, 2023

It is understood that all on-site medical facilities and ambulances have a limited capacity and should other emergency resources be called in by mutual agreement of both HMEMS and The Parade Company that HMEMS will be held harmless for any overtaxing of its resources and will not be held responsible for other costs incurred. It is further understood that the request for services is as outlined above and designed by The Parade Company. HMEMS assumes no responsibility for the planning and accuracy of it. Should the request for transport result in overtaxing of resources contracted for, HMEMS will at its' discretion, call for transport via city or private provider. HMEMS assumes no responsibility for availability or response capabilities of outside ambulance services. It is understood by the parties that HMEMS is held accountable for medical treatments by the governing county agencies and must adhere to all policies and procedures pertaining to medical provision. HMEMS its staff, and agents shall be held harmless for any incidents arising from this event. Furthermore, any treatment provided by other contracted, volunteer agencies or employees will not be the responsibility of HMEMS and will be held harmless for any liability resulting in treatment by other agencies, either contracted or volunteered. Premature termination of the event shall not result in discount or refund of any kind from Event Medical Services.

The Parade Company will provide the following:

- Location for ambulance parking with appropriate egress
- Parking area and/or parking passes for HMEMS staff vehicles **(If no parking area or passes are provided, a \$25 reimbursement will be required for each HMEMS staff vehicle)**
- Any necessary credentials
- Contact person name and information
- Ice & water for patient use
- Bathroom Facilities

Service Agreement

Hart EMS Medical Services PLLC (HMEMS)

5201 Rosa Parks Blvd

Detroit MI 48208

Phone 313-366-4278

Fax 313-216-1771

Email: adam@hartems.com

Customer

The Parade Company

9500 Mt. Elliott, Studio A

Detroit Michigan 48211

ATTN: Amber Avig

Event: Detroit Riverfront Run 5K/10K

Venue: Cullen Plaza - Detroit, Michigan 48207

Start: Saturday, June 10, 2023

End: Saturday, June 10, 2023

By signing below, Client agrees to all terms of this contract. Client agrees not to release this agreement and/or its information outside of their organization. HMEMS will provide a proof of services document upon request to share with any external entities.

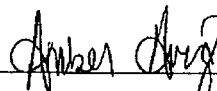


Authorized Signature

Hart EMS Medical Services PLLC
(HMEMS)

3/17/23

Date

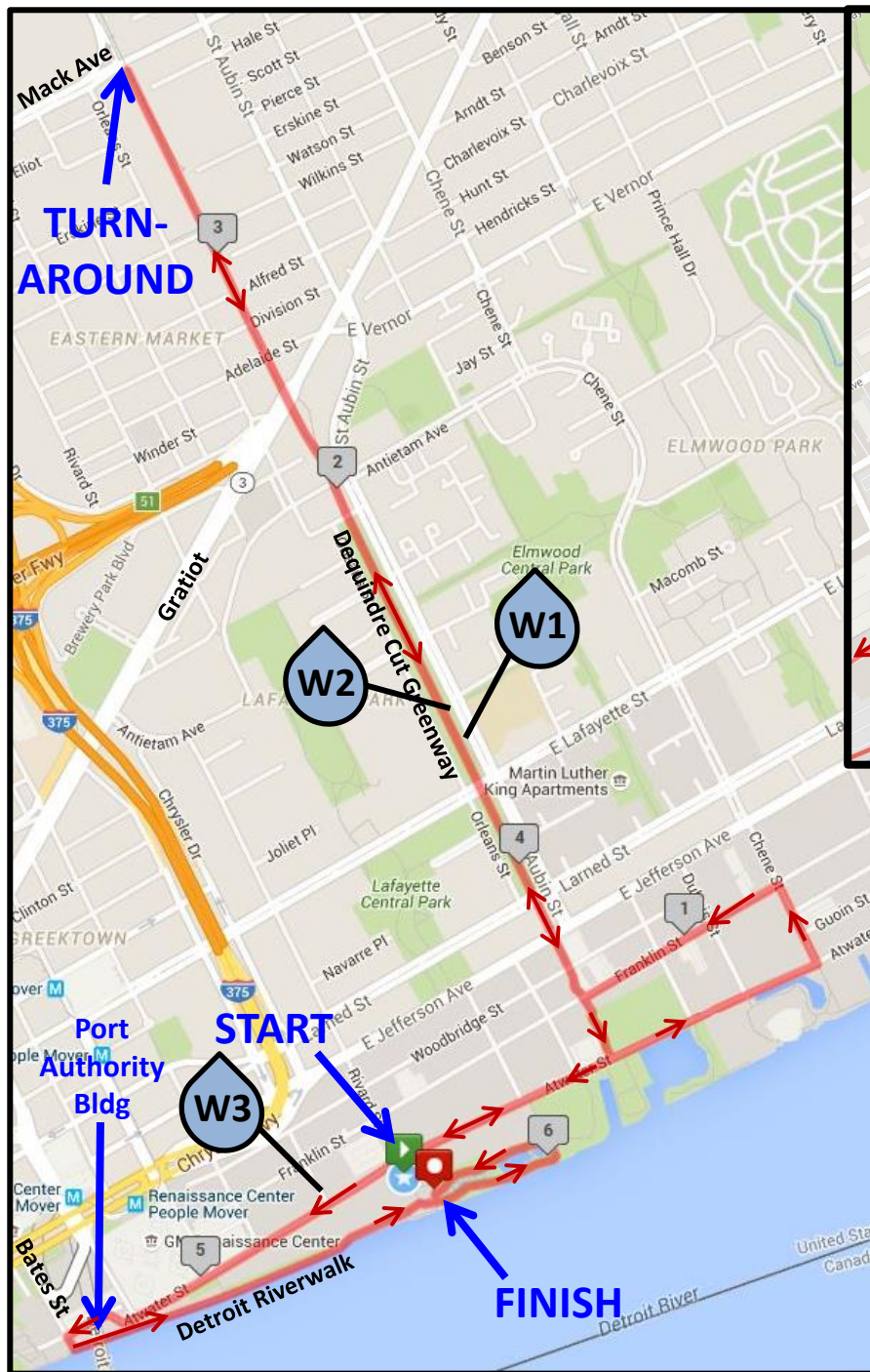


Authorized Signature

The Parade Company

3/16/2023

Date



RIVERFRONT RUN 10K COURSE
8:40AM - Start

MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): APPROVED DENIED N/A CANCELED

Petition #: _____ Event Name: _____

Event Date : _____

Street Closure: _____

Organization Name: _____

Street Address: _____

Receipt date of the COMPLETED Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- ☐ Walkathon ☐ Carnival/Circus ☐ Concert/Performance ☐ Run/Marathon
☐ Bike Race ☐ Religious Ceremony ☐ Political Ceremony ☐ Festival
☐ Filming ☐ Parade ☐ Sports/Recreation ☐ Rally/Demonstration
☐ Fireworks ☐ Convention/Conference ☐ Other: _____
☐ **24-Hour Liquor License**

Petition Communications (include date/time)

**** ALL permits and license requirements must be fulfilled for an approval status ****

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD				
	DFD/ EMS				
	DPW				
	Health Dept.				

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED				
	Recreation				
	Bldg & Safety				
	Bus. License				
	Mayor's Office				
	Municipal Parking				

MAYOR'S OFFICE

Signature: **Elisa Malile**



Digitally signed by Elisa Malile
Date: 2023.04.28 13:12:46 -04'00'

Date: _____

City Council Member: _____

Resolved, The Mayor's Office is hereby authorized and directed to issue permits to Detroit Riverfront Conservancy to host Riverfront Run 2023 on June 10, 2023 from 8:30A-11:00A

PROVIDED, that there will be DPD Assisted Event; and be it further

PROVIDED, that there will be DFD Pending Inspections; Contracted with Private EMS to Provide Services; and be it further

PROVIDED, that there will be BSEED Permits Required for Tents, Generators and be it further

PROVIDED, that there will be DPW Type III Barricades & Road Closure Signage Required; and be it further

PROVIDED, that there will be Municipal Parking No Parking Signs Required; and be it further

PROVIDED, that there will be a Business License Required obtained following City Council approval; and be it further

PROVIDED, that all necessary permits must be obtained prior to the event. If permits are not obtained, departments can enforce closure of event.