



Special Event Application

2/8/2023

Standard

35-SE-2023

Event Information

Event Name SCOTTSDALE FAMILY ARTSFEST AT SKYSONG

Event Location 1465 N SCOTTSDALE RD STE 150

Event URL SKYSONG.COM/ARTSFEST/

Event Description ENGAGE AND BE INSPIRED BY THE ARTS WHILE CONNECTING WITH YOUR COMMUNITY THROUGH THE FIRST ANNUAL SCOTTSDALE FAMILY ARTSFEST AT SKYSONG, PRESENTED BY ASU, THE SCOTTSDALE UNIFIED SCHOOL DISTRICT, SCOTTSDALE ARTS, THE CITY OF SCOTTSDALE, AND SCOTTSDALE COMMUNITY PARTNERS.

Event Dates

Event Dates (2)	Start Date	End Date	Participant Attendance	Other Attendance
	FRI 3/24/2023 12:00 PM	FRI 3/24/2023 7:00 PM	1000	0
	SAT 3/25/2023 10:00 AM	SAT 3/25/2023 7:00 PM	2000	0

Setup Date THU 3/23/2023 8:30 AM - 05:00 PM

Teardown Date SAT 3/25/2023 7:00 PM - 10:00 PM

Applicant Information

Applicant UNIVERSITY REALTY

Applicant Address P.O.BOX 878308

Applicant City TEMPE, AZ 85287

Applicant Name DON COUVILLION

Title SR. VICE PRESIDENT, COMMERCIAL REAL ESTATE

Phone (480) 965-5945 Email DON.COUVILLION@ASUEP.ORG

On-Site Contact DON COUVILLION

Title SR. VICE PRESIDENT, COMMERCIAL REAL ESTATE

Phone (480) 965-5945 Email DON.COUVILLION@ASUEP.ORG

Applicant Experience TEAM IS BEING LED BY NATALIE MARSH WITH SCOTTSDALE ARTS, WHO PLANS CANAL CONVERGENCE. ALL ADDITIONAL PARTICIPANTS HAVE EXPERIENCE PLANNING PUBLIC EVENTS.

Prior Events

Has this event been produced before? NO

Is this an annual event? YES Previous Years : 1

Are there any changes from previous years? YES NEW LOCATION, FORMAT, COMMUNITY PARTNERS, AND SPONSORS.

Event Elements

Elements CIVIC, CULTURAL, EDUCATIONAL, ENTERTAINMENT, RECREATIONAL

Description THIS IS A COMMUNITY WIDE EVENT CELEBRATING AND SHOWCASING STUDENT ART (CIVIC, CULTURAL, EDUCATIONAL). ADDITIONAL EDUCATIONAL ELEMENTS WILL BE PROVIDED BY THE CITY, WHO WILL BE ATTENDING TO SHOWCASE SMART CITY INITIATIVES. ENTERTAINMENT WILL BE PROVIDED BY STUDENT PERFORMANCES. FAMILIES AND SKYSONG NEIGHBORS ARE INVITED TO ENJOY THE TWO



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DAY EVENT.

Public Property Criteria

Are there any cross promotions or collaborations with local businesses to encourage sales or visibility? NO

COLLABORATION WITH CITY OF SCOTTSDALE, ASU, SELECT SKYSONG BUSINESSES, SUSU, AND SCOTTSDALE ARTS.

Explain any anticipated regional, national, or international attendance.

THIS EVENT WILL HAVE REGIONAL ATTENDANCE. IN ADDITION TO THE FAMILIES AND STUDENTS FROM SUSU, THE NEIGHBORS SURROUNDING SKYSONG WILL BE INVITED.

Is Scottsdale promoted in the special event marketing? YES

THE CITY IS A PARTNER IN THE EVENT.

Explain how the community benefits from the event from a civic or cultural perspective.

THIS IS A COMMUNITY-WIDE EVENT CENTERED AROUND THE POST-COVID RE-LAUNCH OF SCOTTSDALE UNIFIED SCHOOL DISTRICT'S ANNUAL K-12 ARTS SHOWCASE.

Does your event require a paid fee for participants and/or spectators? NO

Event Equipment

Stages	YES QTY: 2	Tables, Chairs, Furniture	YES
Generators	YES KW SIZE: 60 QTY: 2	Inflatables	NO
Portable Bars	NO	Amplified Sound	YES
Speakers	YES QTY: 5+	Temporary Restrooms	NO
Fencing	NO	BBQ Grills or Propane Use	NO
Lighting	YES	Tents/Canopies	YES
		10' x 10' QTY: 6	

Vendor Sales

Retail Merchandise	YES QTY: 1	Food And Non-Alcoholic Beverages	NO
Food Trucks	YES QTY: 9	Alcohol	NO
Services	NO		

Signage Plan

On-Site Signs? YES QTY: 10 TYPE: PORTABLE (A-FRAME- SITS ON TOP OF GROUND)

Off-Premise Signs? NO

Signage Plan Description:

DIRECTIONAL SIGNAGE PLACED THROUGHOUT EVENT FOR WAY-FINDING TO ART EXHIBITS, PERFORMANCES, RESTROOMS, FOOD TRUCK AREAS. ENTRANCE SIGNAGE AT SKYSONG MONUMENT LOCATIONS.



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Parking Plan

City parking lot	NO	City parking garage	NO
On-street parking	NO	On-site parking	YES
Off-site parking	NO	Shuttle service from off-site parking areas	NO
Valet service	NO	Rider Provider	NO

Parking Plan Description

ALL PARKING TO BE IN SKYSONG PARKING LOTS.

Street Use

Street or Alley Use

Street Closure : YES

Number of Lanes : 4

Direction : E

Street Name : SKYSONG BLVD AND INNOVATION PLACE PER MAP

Closure Dates : 3/23/2023 6:00:00 PM - 3/26/2023 9:00:00 AM

Public Parking Use

Parking Closure : NO

Sidewalk Use

Sidewalk Closure : NO

Barricade Company

Company Name : TRAFFICADE

Contact Name : LUIS

Phone Number : (833) 231-0911

Entertainment - Amplification/Sound Plan

Entertainment

LIVE BAND, PRE-RECORDED MUSIC, SPEAKER/ANNOUNCER, OTHER PERFORMER

Sound Monitoring

Name : SECURITY TEAM

Company : TRANSCEND SECURITY SOLUTIONS

Phone Number : (480) 656-6500

Time and type of outside sound and sound check times

3/24: MUSIC STARTS 3:30 PM AND ENDS BY 7:00 PM

3/25: PERFORMANCES START 10:30 AM AND END BY 7:00 PM

SOUND CHECKS TO BE APPROX 30 MINUTES PRIOR TO START TIMES.

Plan for sound monitoring, containment, and mitigation

SUSD WILL BE MONITORING SOUND. AMPLIFICATION LOCATIONS WILL BE CONTAINED TO SKYSONG BLVD AT CENTRAL PLAZA AND CITY PARK. HOURS OF AMPLIFICATION WILL MITIGATE DISTURBANCE.

Police/Security

Security Personnel



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I am the permittee or an authorized agent of the permittee with authority to legally bind the permittee (an agent may sign only if the event is on private property) and agree to the conditions of this permit.

☒ Signature of Applicant - must be the same person listed on application.

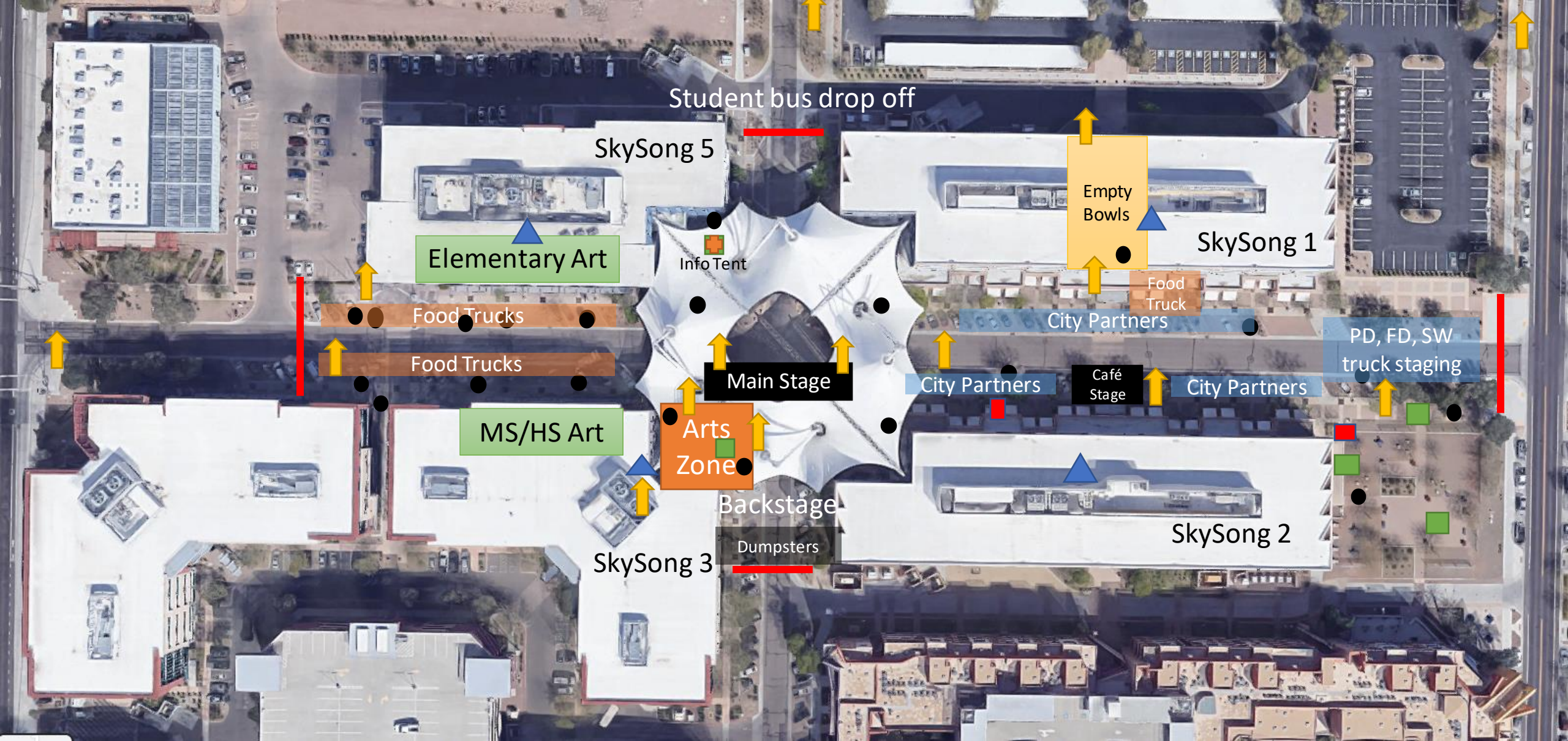
Printed Name DON COUVILLION

Date 2/8/2023

Title of Applicant SENIOR VICE PRESIDENT, COMMERCIAL REAL ESTATE

Event Parking
Locations





Student bus drop off

SkySong 5

Elementary Art

Food Trucks

Food Trucks

MS/HS Art

Info Tent

Main Stage

Arts Zone

Backstage

Dumpsters

SkySong 3

Empty Bowls

SkySong 1

Food Truck

City Partners

City Partners

Café Stage

City Partners

PD, FD, SW truck staging

SkySong 2



Tent

Road Closed

Bathrooms

Generator

Garbage bins

Sandwich Board

Detailed listing of activities and areas

Main Stage

Relax under the iconic SkySong tent and enjoy performances throughout the event by SUSD choirs, bands, and orchestras. Festivities kick off on Friday, March 24 at 4pm with a welcome by City of Scottsdale Mayor David Ortega, SUSD Superintendent Dr. Scott Menzel, and President & CEO of Scottsdale Arts Dr. Gerd Wuestemann.

Art Exhibitions

Located throughout SkySong, see the artworks by created by more than 1,000 SUSD elementary, middle, and high school students.

Arts Zone Activities

Friday

4:30 – 6pm p.m. Sunburst Lantern Making with Scottsdale Public Art

Sunburst is one of the most recent pieces added to the Scottsdale Public Art collection. Located at SkySong, the symbolism of the sun connects to our Arizona environment and ASU's symbolism. In this workshop, you'll create your own dichromatic *Sunburst* inspired lantern that reflects the light through color just like the installation.

Saturday

10:30 – 12:30: Button Making with Scottsdale Arts

Make your own colorful souvenir button that expresses your love for the arts.

1 – 3: Suminagashi Paper Marbling with Jennifer Britz

Capture the movement of water through Suminagashi, a Japanese paper marbling technique, to create impressive abstract prints.

3:30 – 5:30 – Screen-printed tote bags with Eli Richard

Learn about the process of silk-screen printing and walk away with a one-of-a-kind tote bag, screen-printed by graphic artist Eli Richard.

Community Cafe Activities

Café Stage

Grab a snack and enjoy performances throughout the event by SUSD student choirs and orchestras.

Community Café

Meet our City of Scottsdale partners! Play games in the park with Parks & Recreation, become an environmental steward with Solid Waste, and be a literary champion with the Library Services team.

Alli Ortega Empty Bowls Sale

The Alli Ortega Empty Bowls is a unique program that combines the arts, community partnership, and civic engagement that benefits hundreds of Scottsdale families and seniors by providing food, school supplies, healthy lunches, necessary supplies, and general assistance. Bowls created by students from SUSD and Arizona-based artists will be for sale with all proceeds benefiting Scottsdale Community Partners (SCP) and City of Scottsdale Human Services.



ASUENTE-01

HPOOJARY

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/2/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0C36861 Phoenix-Alliant Insurance Services, Inc. 2415 E Camelback Rd Ste 950 Phoenix, AZ 85016	CONTACT NAME: Lorie Keliipaakau	
	PHONE (A/C, No, Ext): (949) 260-5052 FAX (A/C, No):	
	E-MAIL ADDRESS: phxcsgcerts@alliant.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Federal Insurance Company	20281
	INSURER B : Great Northern Insurance Company	20303
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

INSURED

ASU Enterprise Partners and its Affiliates
P.O. Box 2260
Tempe, AZ 85280

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	X	X	3578-03-42	7/1/2022	7/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included EBL AGGREGATE \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	X	X	(22)7351-88-15	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$	X	X	7981-28-39	7/1/2022	7/1/2023	EACH OCCURRENCE \$ 30,000,000 AGGREGATE \$ 30,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	(23) 7173-97-82	7/1/2022	7/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Scottsdale Family Arts Fest, SkySong central plaza, 1465 N Scottsdale Road, Scottsdale, AZ 85257, Event date: 3/24 and 3/25

With respect to GENERAL LIABILITY as required by written contract and per attached forms: Certificate Holder and any other person or organization as required by written contract are included as Additional Insured and coverage applies on a primary and non-contributory basis.

With respect to AUTO LIABILITY as required by written contract or agreement and per attached forms: Certificate Holder and any other person or organization as required written by contract are included as Additional Insured; Waiver of Transfer of Rights of Recovery Against Others (Subrogation) in favor of Certificate Holder and any other person or organization as required by contract applies.

SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

CANCELLATION

City of Scottsdale
7447 E Indian School Rd
Scottsdale, AZ 85251

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



ADDITIONAL REMARKS SCHEDULE

AGENCY Phoenix-Alliant Insurance Services, Inc.	License # 0C36861	NAMED INSURED ASU Enterprise Partners and its Affiliates P.O. Box 2260 Tempe, AZ 85280 Maricopa
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:

With respect to **WORKERS COMPENSATION** as agreed by written contract and per attached form: **Waiver of Right to Recover from Others (Subrogation)** against Certificate Holder and any other person or organization Insured has agreed to provide it for.

UMBRELLA/EXCESS LIABILITY is follow form of underlying Commercial General Liability, Auto Liability and Employers Liability.

City of Scottsdale, its officers, officials, agents, and employees are included as Additional Insured.

Space Details

Arts Zone: 1 tent, 6 banquet tables, 25 chairs, 3 sandwich boards, 2 garbage bins

Food Trucks: 15 round tables, 120 chairs, 6 garbage bins, 1 sandwich board

MS/HS Art Exhibitions: Skysong 3 - Synergy/Lobby: 2 sandwich boards

Elementary Art Exhibitions: SkySong 4 – ASU Office: 2 sandwich boards, 24' pipe and drape

Empty Bowls - SkySong 1 – Lobby: 20 banquet tables, 15 chairs, 2 sandwich boards

Café Stage: 5 round tables, 50 chairs, AV/stage, generator/spider box, 2 sandwich boards

City Partners: 9 banquet tables, 15 chairs, 3 tents, generator/spider box, 2 sandwich boards, 4 garbage bins

Main Stage: 1 tent, 1 banquet table, 2 chairs, AV/stage, 2 sandwich boards, 4 garbage bins

Entrances: 3 sandwich boards