

STREET USE (SPECIAL EVENT) PERMIT APPLICATION

Applicant

Sam Mulrooney

Wisconsin Alumni Research Foundation

330 N. Orchard St
Madison, WI 53715

Email: Smulrooney@warf.Org

Phone: (608) 316-4390

Contact During Event

Sam Mulrooney

Wisconsin Alumni Research Foundation

330 N. Orchard St
Madison, WI 53715

Email Smulrooney@warf.Org

Phone: (608) 316-4390

Event Information

Name of Event: Wisconsin Science Festival
Science on the Square

Event Type: One Day

Estimated Attendance: 500

Is this a new event: No

Event Additional Information

Run/Walk:

Music/Concert:

Festival:

Rally:

Parade:

Posting no parking signs or bagging meters?

Other:

If other, please describe:

Open house event at businesses around the square and up to 300 block

Site Map

Each event application must include a detailed event site map with the following items a applicable:

- Accessible paths for wheelchairs as well as disabled parking spaces
- Dumpsters
- Emergency vehicle access lanes (minimum of 20')
- Event Perimeter
- Garbage and Recycling - cleanup and trash/recycling plans are required with the site map
- Portable toilets
- Signage
- Stages
- Temporary Structures
- Tents
- Vendors

A helpful online resource for route mapping is: [Map My Run](#)

I understand I must attach site map and route map with this application, if applicable:

Location Information

Capitol Square:

State Street Mall (700/900):

30 on the Square:

Other:

Street Names and Block Numbers:

105 State Street, 100 W. Mifflin
The Grove, Rotary Plaza

Event Dates

Setup Date	Setup Time	Event Start Date	Event Start Time	Event End Date	Event End Time	Cleanup Completed Date	Cleanup Completed Time	Rain Date
10/18/2019	3:00PM	10/18/2019	6:00PM	10/18/2019	9:00PM	10/18/2019	10:00PM	10/18/2019

Temporary (Picnic/Beer) Licenses

Visit the [City of Madison City Clerk's Office](#) website under heading "Temporary Picnic/Beer License" to apply.

Will beer/wine be sold?(\$):

Will beer/wine be served (Free of charge)?:

I understand that a Certificate of Insurance with liquor liability, naming the City of Madison as additional insured, is required: *

I understand I must apply for Temporary (Picnic/Beer) License to serve or sell beer/wine for this event:

If the Temporary (Picnic/Beer) License is denied will the event occur?: **No**

Street Use Event Vending License

If food will be sold please visit the [Public Health - Madison & Dane County](#) website.

I understand a Special Event License Application listing the vendors and their Sellers ID# is required:

Will food and/or merchandise be sold?(\$):

Estimate number of vendors:

Public Amplification Permit

If public amplification is needed it must be kept to a reasonable level at all times and must end by 11 pm.

Will there be Public Amplification?(\$):

Start Date	Start Time	End Date	End Time	Rain Date
------------	------------	----------	----------	-----------

SAFETY AND SECURITY

- Complete the Emergency Action Plan (EAP) template below to provide information about the safety plan for your event.
- For large events, contact [Madison Fire](#) prior to submitting the street use permit application, so they can review and make recommendations for additional emergency plan requirements.
- At the review of the street use permit application, Police and Fire Department representatives may also require [Special Duty Police Officers](#) or Fire Inspector staffing at your event. If MPD designates an event as a District Event, the organizer must contact [Central District MPD](#), (608) 266-4482, regarding Madison Police requirements for the event.

Emergency Action Plan [PDF/ MS Word](#)

RUN/WALK EVENTS

For run/walk events, organizers are strongly encouraged to contact [Police](#), [Traffic Engineering](#) and [Madison Metro](#) prior to submitting an application so these agencies can review and make recommendations on the proposed route(s).

I understand that I must submit the Emergency Action Plan:

Equipment Rental - Downtown events only.

Will you need equipment rental from the City of Madison?(\$):

Trash Barrels:

Recycling Barrels:

Dumpsters:

Electrical Adaptors:

Marketing

Conditional approval of the event is required before promoting, marketing or advertising the event.

Do you want this included in the Madison Parks calendar of events?:

Acknowledgement

If a street use permit is issued for the event, the Applicant agrees to comply with all permit conditions, and understands that failure to comply with any condition or any violation of law may result in the immediate cancellation of the event

Further, the Applicant is legally responsible and financially liable to the City of Madison for all city fees and costs associated with the overall organization, management, and implementation of the event and its related activities and maintains ultimate liability for payment of all fees and costs assessed by the City of Madison.

I have read the Acknowledgement:

Indemnification

THE APPLICANT FOR A STREET USE PERMIT SHALL AGREE TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

I have read the Acknowledgement:

Signature

Signature: Sam Mulrooney

Date: 06/21/2019

Special Thanks:

- Madison Children's Museum
- Wisconsin Historical Museum
- Madison Museum of Contemporary Art
- Fromagination
- Square Wine Co.
- Clary's Popcorn
- Wisconsin ESL Institute
- Camera Company
- Colectivo Coffee
- Parthenon Gyros
- Brocach Irish Pub and Whiskey Den
- Madison Central Library
- Overture Center for the Arts/ Children's Theater of Madison
- Vom Fass
- Boulder's Climbing Gym
- All of our great scientists, presenters and volunteers!

PRESENTED IN PARTNERSHIP WITH



#WiSciFest | WiSciFest.org

The Wisconsin Science Festival is produced by:



W I S C O N S I N [®]
SCIENCE FESTIVAL?
CURIOSITY UNLEASHED.



OCTOBER 12, 2018

6 - 9 PM

Presented by:

The Wisconsin Science Festival and
Madison Central Business Improvement District





Explore dozens of venues at your own pace. Museums, pubs, restaurants, shops and more will host #WiSciFest events, including informal science talks or demonstrations, tastings, stargazing, hands-on activities and more. Look for the festive lights and signs to find science fest events. And don't miss Beesly, the science festival mascot, at the Pollination Promenade starting at 7:30 PM at the Madison Children's Museum. Food carts will be available at various locations around the square for you to stay fueled!

1. Madison Children's Museum - Free Family Night: Hands-on activities, including glass blowing and juggling demos. Plus, make your own bee antennae and be part of a statewide data visualization project. 6-9 PM

2. Wisconsin Historical Museum - Flavor of Wisconsin:

- 5-9 PM Flavor of Food Exhibit
- 5 PM Missing in Action Recovery & Identification Project
- 6 PM Fish and Chips: Fish and potatoes are a winning Friday night combination in Wisconsin
- 6:40 PM Where Do Vegetables in the Supermarket Come From? Followed by interactive buttermaking
- 7:30 PM Pollination Promenade (starts at the Madison Children's Museum and ends at the Wisconsin Historical Museum)

3. **Brocach Irish Pub and Whiskey Den - Stouts and Sounds – Electronic Music Paired with a Perfect Pint of Guinness:** Music demos at 7:30, 8, 8:30 PM
4. **Square Wine Co - Pet Nat Party:** – A global tasting of seven different “pet nats” (6-8 PM)
5. **Fromagination - Cheese Flavor – The Art and Science:** Cheese sampling and scientific information about how cheese gets its flavor. Sessions every 40 minutes starting at 6. 6-9 PM
6. **Colectivo - Express Science:** Sample different coffees while listening to mini science talks (every 30 minutes starting at 6). 6-9 PM
7. **Madison Central Library:** Wisconsin Book Festival talks – Science on Paper (6 PM) & The Radium Girls (7:30 PM)
8. **WESLI - Hello, World!:** A night of global, and even galactic, language and culture exploration. “How to Invent an Alien Language” talks happen every 30 minutes starting at 6:30. 6-9 PM
9. **Camera Company - Peering into the Microcosmos:** Lenses, lasers and light...oh my! Explore what has previously gone unseen. 6-9 PM
10. **Clary's Popcorn - Pop to the Top!:** Learn how corn gets its pop, sample fun popcorn flavors and pick up your special science festival mix! 6-9 PM
11. **Parthenon Gyros - Sip and stargaze with UW–Madison Astronomy:** Hands-on astronomy activities and rooftop stargazing. Food and beverages available for purchase. 8-10 PM
12. **Children's Theater of Madison, Overture Center for the Arts - Beyond Charlotte's Web:** Explore hands-on activities provided by the Aldo Leopold Nature Center before the performance of Charlotte's Web at 7:30 PM.
13. **Madison Museum of Contemporary Art - Create Art with Science:** Experience the science of weaving, make your own bee antennae and explore the State Street Gallery. 6-9 PM
14. **Vom Fass:** Discover the science behind oils, vinegars, liqueurs and gourmet foods. 6-9 PM
15. **Madison Gas & Electric - Test Your Energy Knowledge:** Stop by the electric vehicle displays and activities at the top of State Street, across from the Wisconsin Historical Museum. 6-9 PM
16. **Boulder's Climbing Gym - The Science of Rock Climbing:** Try your skills at scaling the 25 foot climbing wall (weather permitting). 6-9 PM
17. **SciArt on the Square:** Check out science art by local artists scattered all around the square and chat with artists as they do live chalk drawing!
18. **Improv-Science Trolley:** Hop on and learn about new research advances while riding the all-new Improv-Science Trolley to all the cool science events around the capitol square. Trolley runs on a continuous loop around the square from 6:15 to 8:45 PM. Look for the lights in the windows!



Take a picture with
Beesly and use
#WiSciFest to
earn light-up antennae

EMERGENCY ACTION PLAN (EAP)

I. GENERAL

The “WSF Science on the Square” will be held October 18, 2019 at Downtown Madison businesses around the Capitol Square and up to 300 block.

II. PURPOSE

- A. This emergency action plan predetermines actions to take before and during the “WSF Science on the Square” (hereinafter referred to as the event) in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.

III. ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

IV. BASIC PLAN

A. Emergency Action Plan (EAP) Event Representative

1. The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as Sam Mulrooney.

B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through the use of 911. The caller should have the following information available to the 911 operator: nature of emergency, location, and contact person with callback number.
2. We will / will not have on-site EMS (ENTER CONTACT NAME & CELL PHONE NUMBER)
3. We will / will not have on-site Police or Security (ENTER CONTACT NAME & CELL PHONE NUMBER)

C. Severe Weather

1. Weather forecasts and current conditions can be monitored through the [National Weather Service's Madison Weather Forecast website](#).
2. Before the event - If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such Sam Mulrooney and will be responsible to monitor the weather conditions before and during the event.
3. During the event - If severe weather occurs during the event, the EAP event representative or his/her designee Sam Mulrooney will make notification to those attending the event that a hazardous weather condition exists and direct them to shelter.
4. There are very limited provisions for sheltering participants in the event of severe weather.
5. This event will follow the 30-30 Rule for lightning. If lightning is observed and thunder is heard within 30 seconds, the event will be delayed until 30 minutes have passed since thunder was last heard.

D. Fire

1. If a specific hazard has been identified as an increased risk of fire at this event, event manager will work with the Fire Department to determine how to address the hazard.
2. All event staff will be instructed on the safe use of Portable Fire Extinguishers.
3. If cooking is intended, you must contact the fire department and -

- a) Must have a valid fire extinguisher, 2A10BC
- b) Each space is allowed 1 LP tank per cooking device. All LP tanks are to be secured in an approved manner (tied, strapped, chained, etc.)
- c) No cooking shall be allowed under a tent. Cooking shall be a minimum of 20' away from tents/canopies.
- d) Cooking must be on a non-combustible surface (grease collection material generally required under cooking and food service areas)
4. Fire Inspectors may be required to do an inspection of your event (depends on size and nature of the event), contact the Fire Department for guidelines
5. All tents/canopies used for cooking shall have a FLAME SPREAD Certification attached to the tent.
6. Should an incident occur that requires the Fire Department, 911 will be utilized to request this resource. The caller should have the following information available to the 911 operator: nature of emergency, location, and contact person with callback number.

E. Medical Emergencies

1. As with any outdoor event, there is potential for injury to the participants. The types of injuries are various and include those that are heat related as well as traumatic injuries.
2. Event manager shall contact the Fire Department to determine if there is a need for on-site Emergency Medical Services at this event.
3. Should an incident occur that requires Emergency Medical Services to be called to this event, the caller will have the following information available to give to the 911 Center:
 - a) nature of emergency
 - b) precise location
 - c) contact person with callback number

F. Law Enforcement

1. The need for constant Law Enforcement presence at this event
 has / has not been identified. Event manager shall contact the Police Department to determine if there is a need for Law Enforcement presence at this event
2. Should an incident occur that requires Law Enforcement, to be called to this event, the caller will have the following information available to give to the 911 Center:
 - a) nature of emergency
 - b) precise location
 - c) contact person with callback number

G. Emergency Vehicle Access

1. Access for Emergency Vehicles will be maintained at all times.
2. 20' Fire Lanes are required to be kept open at events.
3. A 14' minimum height clearance requirement for anything that goes over a street or fire lane
4. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks or public throughways.
5. Crowd control will be managed by: Sam Mulrooney.
6. Parking for vendor and staff vehicles will be: Not applicable (possibly 100 W. Mifflin).
7. Parking for attendee vehicles will be: Downtown public parking.

V. CONTACT INFORMATION

Primary Contact	Sam Mulrooney	920-213-8933
Secondary Contact	Dan Murphy	815-263-4148
Emergency	Dane County 911 Center	911
Non-Emergency	Madison Fire Department	(608) 266-4420
Non-Emergency	Madison Police Department	(608) 255-2345