

**CITY OF FORT LAUDERDALE**

**OUTDOOR EVENT AGREEMENT**

THIS AGREEMENT is made by and between:

CITY OF FORT LAUDERDALE, a municipal corporation of the State of Florida, referred to hereinafter as "City",

and

AMERICAN CANCER SOCIETY, INC., a foreign non-profit corporation operating under the laws of Florida, whose principal place of business is 250 Williams Street, Atlanta, Georgia 30303-1002 and who is referred to hereinafter as "Applicant" or "Sponsor".

WHEREAS, the Applicant wishes to hold an outdoor event and has submitted an application pursuant to the requirements of Section 15-182 of the Code of Ordinances of the City of Fort Lauderdale, Florida; and

WHEREAS, the Applicant is willing to obtain the requisite insurance, and is willing to indemnify and hold harmless the City of Fort Lauderdale for any damage to persons or property that might occur during or as a result of the outdoor event; and

WHEREAS, on May 6, 2014, by Motion, the City Commission of the City of Fort Lauderdale authorized the proper City Officials to execute this Agreement.

NOW, THEREFORE, in consideration of the mutual promises made herein, the parties agree as follows:

The foregoing recitals are true and correct, and:

**1. Effective Date.**

The Effective Date of this Agreement is the date upon which City Commission approval is granted.

**2. Outdoor Event.**

The Applicant is permitted to operate or sponsor the "RELAY FOR LIFE OF CARTER" (referred to hereinafter as the "Event") outdoors only at the location(s) and time(s) set forth in the attached Outdoor Event Agreement Schedule One, which is attached hereto and made a part hereof.

### **3. General Requirements.**

- (1) If the Event includes use of fireworks, in advance of the Event the Applicant shall obtain a fireworks permit from the City's Fire Department. The Applicant shall comply with all applicable state laws regarding the use of fireworks.
- (2) The Applicant shall provide sanitary facilities of the type and in a sufficient number specified by the requirements established by the City's Department of Sustainable Development.
- (3) The Applicant shall coordinate with the City's Department of Sustainable Development who will schedule appropriate City staff to conduct electrical inspections of all electrical facilities whether power is supplied by local utilities or is self-provided by generator systems. The Applicant shall permit the City staff to conduct electrical inspections of all electrical facilities.
- (4) The Applicant shall coordinate with the City's Department of Transportation and Mobility who shall review the event application and determine necessary parking requirements.
- (5) If the Event includes the sale or distribution of any food or beverages, the Applicant shall comply with all applicable State, County and City health code requirements. This shall be evidenced by a permit by the appropriate entity.
- (6) If the Event includes use of tents, awnings, or canopies, in advance of the Event the Applicant shall submit current flameproof certificates to the City's Fire Department. The Applicant shall not hold or sponsor the Event until the Fire Department has provided written approval of the use of any tents, awnings, or canopies.
- (7) In advance of the Event the Applicant shall submit a written plan to the City Police Department that regards crowd control and traffic direction. The Applicant shall not hold or sponsor the Event until the Police Department has provided written approval of the Applicant's plan. The Applicant shall bear the cost of staff necessary to implement the crowd control and traffic direction plan. Police costs shall be exempt from prior notice requirements.
- (8) In advance of the Event the Applicant shall submit a written plan to the City's Fire Department that regards Fire safety and EMS. The Applicant shall not hold or sponsor the Event until the Fire Department has provided written approval of the Applicant's plan. The Applicant shall bear the cost of staff necessary to implement the fire safety and EMS plans. Fire and EMS costs shall be exempt

from prior notice requirements.

- (9) Unless the Applicant meets the requirements for exception found in Section 15-184 of the Code of Ordinances of the City of Fort Lauderdale, Florida, in advance of the Event the Applicant shall provide a certificate of insurance satisfactory to the City's Risk Manager. The certificate shall show that the Applicant has obtained comprehensive general liability insurance with a policy limit of not less than one million dollars (\$1,000,000.00) combined single limit coverage, which shall include property damage, bodily injury, and death. The "City of Fort Lauderdale" shall be named as an additional insured. If the Event includes the dispensing, serving, sale, or distribution of any alcoholic beverage, the Applicant shall in addition provide liquor liability insurance with a policy limit of not less than of five hundred thousand dollars (\$500,000.00). The Applicant shall not hold or sponsor the Event until the City's Risk Manager has provided written approval of the Applicant's certificate of insurance or insurance policy.
- (10) The Applicant shall indemnify and hold harmless the city for any damage to person or property that occurs during or as a result of the operation of the Event.
- (11) In advance of the Event the Applicant shall submit a written plan to the City's Parks and Recreation Department that indicates the proposed location of any temporary structure, such as a barricade, fence, tent, concession stand, ticket booth, grandstand. The written plan shall include information about the planned removal of any temporary structure after the Event. The Applicant shall not hold or sponsor the Event or erect any temporary structure until the City's Parks and Recreation Department has provided written approval of the Applicant's temporary structure plan. The Applicant shall bear the cost necessary to implement the temporary structure plan.

#### **4. Outdoor Event Site.**

The City does not warranty that the event site will be available during the approval event period. Further, no such warranty is granted as to the suitability of the event site for the particular event activity. Any and all event sites may be subject to change and/or relocation upon the written direction of the City Manager.

#### **5. Restoration of public property.**

If the Event includes use of public property the Applicant shall be responsible for, and shall maintain, all areas of the public property used. Maintenance means the prompt and complete removal of Event-generated trash or debris and the repair or restoration of any public property that was damaged as a result of the Event. Public property means real and personal property

that is not privately owned and includes, but is not limited to, any sidewalk or paved surface, any tree, plant, shrub, bench, light fixture, traffic signal, parking meter, trash barrel or sign.

The City shall inspect the Event site location(s) for damage within twenty-four hours of the conclusion of the Event and the City shall provide the Applicant with a written report of any damage found on public property. The report shall state the cost of repair(s) necessary to restore the public property. Within fourteen days of the Applicant's receipt of this report the Applicant shall pay the cost of repair or challenge the City's report by a writing addressed to the Director of the City's Parks and Recreation Department. Resolution of any such challenge shall be made by the City Manager; the Applicant agrees to abide by the City Manager's decision.

#### **6. Reimbursement of expenses.**

Should the City incur expenses as a result of the Event the City shall provide the Applicant with an invoice of expenses. Within fourteen days (14) of the Applicant's receipt of any invoice the Applicant shall pay the invoice or challenge the City's invoice by a writing addressed to the Director of the City's Parks and Recreation Department. Resolution of any such challenge shall be made by the City Manager; the Applicant agrees to abide by the City Manager's decision.

#### **7. Authority of the City of Fort Lauderdale City Manager.**

The City of Fort Lauderdale City Manager and his designee, the Director of the City of Fort Lauderdale Parks and Recreation Department (referred to hereinafter as "the Director") shall have the authority to suspend all or any part of the Event when the City Manager or the Director determines that the Event, or its attendees, or its spectators, pose(s) a threat to the public health, safety, or welfare. The City Manager also reserves the right to immediately revoke permission, suspend, modify or terminate the event or any portion upon his written determination or in the event any of the elements of the agreement are violated.

#### **8. Compliance with laws.**

- (1) The Applicant shall at all times comply with all federal and state laws or statutes, and with the rules, regulations, and ordinances of City and any other governmental agency having jurisdiction including, but not limited to, those relating to noise, building, zoning, gambling, fire protection, liquor regulation, and hours of operation. The Applicant shall further take all precautions and use extreme care to conduct its operations in a safe and prudent manner with respect to its agents, employees and visitors to its Event.
- (2) The Applicant shall comply with the applicable sections of the Americans with Disabilities Act of 1990 (42 U.S.C. 126), which prohibits discrimination of handicapped individuals by denying them the right to participate in or benefit

from the services provided at the Event. The Applicant understands that it is responsible for compliance with this Act. The Applicant guarantees that individuals with disabilities will be able to attend, enter, and use all the facilities at the Event.

- (3) The Applicant agrees to secure and pay for all licenses and permits required by any governmental agency having jurisdiction, including City. If the Event includes the use of any item that is or that may be protected from infringement, such as but not limited to copyrights, patents and trademarks, the Applicant shall, in advance of the Event, provide City with documentation that shows that the Applicant has obtained the applicable license, permit or permission and that all associated all fees have been paid in full. The provisions of this paragraph apply specifically, but not exclusively, to ASCAP, BMI, SESAC, and any other similar organization that may require written permission and payment of a fee for use of protected material.

## **9. Limitation of Liability**

- (1) The City desires to enter into this Agreement only if in so doing the City can place a limit on the City's liability for any cause of action for money damages due to an alleged breach by the City of this Agreement, so that its liability for any such breach never exceeds the sum of \$100.00. Applicant hereby expresses its willingness to enter into this Agreement with Applicant's recovery from the City for any damage action for breach of contract or for any action or claim arising from this Agreement to be limited to a maximum amount of \$100.00.
- (2) Accordingly, and notwithstanding any other term or condition of this Agreement, Applicant hereby agrees that the City shall not be liable to Applicant for damages in an amount in excess of \$100.00, for any action for breach of contract or for any action or claim arising out of this Agreement. Nothing contained in this paragraph or elsewhere in this Agreement is in any way intended to be a waiver of the limitation placed upon City's liability as set forth in Article 768.28, Florida Statutes.

## **10. Transfer of Rights.**

To the extent this Agreement creates rights that vest in the Applicant, the Applicant shall not transfer any rights to any other individual or entity.

## **11. Venue.**

Venue to enforce the provisions of this agreement shall be Broward County, Florida.

**12. Incorporation.**

This Outdoor Event Agreement, together with the attached Schedule One, constitute the whole of the Agreement between the parties. The written approvals issued by the various City departments or staff members and the various documents submitted by the Applicant, including the application, are supplemental to this Agreement. In the event of a conflict, the terms of this Agreement control.

**13. City Manager's Authority**

The City does not warranty that the event site will be available during the event period. Any and all event sites may subject to charge upon the direction of the City Manager of the City of Fort Lauderdale. Further, no such warranty is granted as to the suitability of the event site for the particular event activity.

**[THIS SPACE WAS INTENTIONALLY LEFT BLANK]**

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this the 17<sup>th</sup> day of August, 2015.

WITNESSES:

Jeanette A. Johnson  
Jeanette A. Johnson  
[Witness print/type name]

Donna M. Samuda  
DONNA M. SAMUDA  
[Witness print/type name]

CITY OF FORT LAUDERDALE

[Signature]  
Mayor

[Signature]  
City Manager

ATTEST:

[Signature]  
City Clerk

Approved as to form:

[Signature]  
Assistant City Attorney

WITNESSES:

AMERICAN CANCER SOCIETY, INC.

Audrey C Campbell

AUDREY CAMPBELL  
[Witness print/type name]

Shelley Beck

Shelley Beck  
[Witness print/type name]

By MONIQUE M. STEPHENS

SR MGR / RELAY FOR LIFE  
[Print/type name and title]

ATTEST:

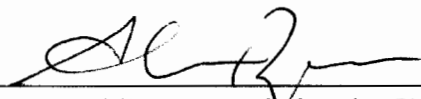
(CORPORATE SEAL)

\_\_\_\_\_  
Secretary

STATE OF FLORIDA:  
COUNTY OF BROWARD:

The foregoing instrument was acknowledged before me this 13<sup>th</sup> day of MAY, 2014, by MUNIQUE STEPHENS, as SR.MGR/RFL of AMERICAN CANCER SOCIETY, INC. He/She is personally known to me or has produced DRIVERS LICENSE as identification.

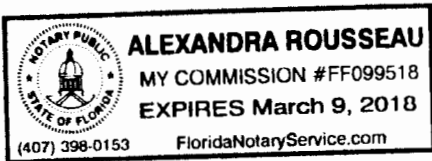
(SEAL)

  
Notary Public, State of Florida (Signature of Notary Taking Acknowledgment)

ALEXANDRA ROUSSEAU  
Name of Notary Typed, Printed or Stamped

My Commission Expires: 3/9/2018

FF099518  
Commission Number





**SCHEDULE ONE**

- 1 Name of Applicant: American Cancer Society, Inc.
- 2 Name of Outdoor Event: Relay For Life of Carter Park
- 3 Date of Setup: Friday, May 16, 2014
- 4 Time of Setup: 10:00am
- 5 Date of Event: Friday, May 16, 2014, Saturday, May 17, 2014
- 6 Time of Event: Friday, May 16 (6:00pm-11:59pm), Saturday, May 17 (12:00am-6:00am)
- 7 Date of Breakdown: Saturday, May 17, 2014
- 8 Time of Breakdown: 7:00am
- 9 Event Location: Carter Park- 1450 W. Sunrise Blvd
- 10 Road Closings: No
- 11 Alcohol: No

FLORIDA DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS



**Detail by Entity Name**

Foreign Non Profit Corporation AMERICAN CANCER SOCIETY, INC.

Filing Information

<b>Document Number</b>	F0100000279013178849105/24/2001NYACTIVECORPORATE	
<b>FEI/EIN Number</b>	<b>Date Filed</b>	
<b>State</b>	<b>Status</b>	<b>Last Event</b>
MERGER08/30/2012	09/01/2012	
<b>Event Date Filed</b>	<b>Event Effective Date</b>	<b>Principal Address</b>
250 WILLIAMS ST. NW		
ATLANTA, GA 30303-1002		

Changed: 06/08/2007

Mailing Address

OFFICE OF CORP. COUNSEL  
250 WILLIAMS STREET  
ATLANTA, GA 30303-1002

Changed: 04/08/2008

Registered Agent Name & Address CT CORPORATION SYSTEM  
1200 SOUTH PINE ISLAND ROAD  
PLANTATION, FL 33324

Name Changed: 12/13/2012

Address Changed: 12/13/2012

Officer/Director Detail **Name & Address**

Title P

DeVita, Vincent T, Jr.  
250 WILLIAMS STREET  
ATLANTA, GA 30303-1002

Title S

KUGLER, ROBERT R  
250 WILLIAMS STREET  
ATLANTA, GA 30303-1002

Title TREA

HEIST, DANIEL P  
250 WILLIAMS STREET  
ATLANTA, GA 30303-1002

Title CFO

MICKLE, CATHERINE E  
 250 WILLIAMS STREET  
 ATLANTA, GA 30303-1002

Title AS

Phillips, Timothy B  
 250 WILLIAMS STREET  
 ATLANTA, GA 30303-1002

Title CEO

SEFFRIN, JOHN RPHD  
 250 WILLIAMS STREET  
 ATLANTA, GA 30303-1002

#### Annual Reports

Report Year	Filed Date
2011	03/03/2011
2012	03/14/2012
2013	03/22/2013

#### Document Images

<a href="#">03/22/2013 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">12/13/2012 -- Reg. Agent Change</a>	<a href="#">View image in PDF format</a>
<a href="#">08/30/2012 -- Merger</a>	<a href="#">View image in PDF format</a>
<a href="#">03/14/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/03/2011 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/23/2010 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/30/2009 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/08/2008 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/06/2007 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/14/2006 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">09/10/2005 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">06/28/2005 -- Reg. Agent Change</a>	<a href="#">View image in PDF format</a>
<a href="#">11/05/2004 -- REINSTATEMENT</a>	<a href="#">View image in PDF format</a>
<a href="#">07/14/2003 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">09/03/2002 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/09/2002 -- Reg. Agent Change</a>	<a href="#">View image in PDF format</a>
<a href="#">05/24/2001 -- Foreign Non-Profit</a>	<a href="#">View image in PDF format</a>

# Memorandum

To: Cynthia A. Everett, City Attorney

From: Jeff Meehan, Outdoor Event Coordinator

Date: March 26, 2014

Re: Request for Event Agreement

Relay for Life Please ask your staff to prepare an event agreement for the above named event. Attached to this memo is the application, proof of corporate identification and Schedule 1, which should be attached to the agreement as an exhibit. In addition, the following City Departments have reviewed and approved the plans:

[Signature] City Police Department has reviewed the application and requires does not require the applicant to pay for security personnel for crowd control and traffic direction purposes.

[Signature] City Fire Department has reviewed the application and approved the proposed safety and staffing plan (contingent upon compliance with the Florida Fire Prevention Code and passing any required inspections). *pending Risk Management Approval*

[Signature] City Risk Manager has reviewed and approved the Certificate of Insurance.  
 comprehensive general liability insurance, one million dollars (\$1,000,000).  
 liquor liability insurance, five hundred thousand dollars (\$500,000).

[Signature] City Building Department has reviewed and approved the proposed use of temporary structures and electrical facilities.

[Signature] City Parks and Recreation Department has reviewed and approved the proposed set-up, clean-up plan.

[Signature] Other City Department: [Signature] has reviewed and approved the proposed plan.

Please contact me at (954) 828-6075 if you have any questions. Thank you.

- Services or goods that are being procured in connection with a single event that are LESS than \$5,000 and do NOT involve the following:
  - Use of a private home/ residence with an individual
  - High risk activities
  - Golf
  - Alcohol
  - Gambling
  - Raffles
  - Sweepstakes
  - An Indian Reservation
  - Watercraft
  - Motorized vehicles
  - Inflatable items
  - Generators
  - Lighting/ Electrical
- Services or goods that have been approved to be purchased through Society Mart or via purchase card.
- Agreements that are on a pre-approved OCC (locked form/ template) and the vendor has agreed to the terms of the agreement with NO changes and NO additional terms. *(You can find a list of the available forms and templates on The Link)*

**DIVISION SIGNATURE AUTHORITY**

Community Engagement		Health Systems		Corp & Distinguished Partners	
<b>\$0 - \$5000</b> Grants, sponsorships, fundraisers, & fundraising (including fund-raising events) include above.	Senior Rep., Community Engagement Senior Manager: Relay, or Community Events Senior Director: Relay, Cmnty Events, Cmnty Engagement Managing Director, Cmnty Engagement VP, Community Engagement SVP, Operations EVP, Division Sr EVP, Field Operations	<b>\$0 - \$5000</b> Including grants to local orgs, logo use, BAA Patient Navigator and Clinician's portal	Senior Manager: Hosp. System or Primary Care Director, Mission Delivery Senior Director: State Health System, Hosp. System, Primary Care VP, Health Systems SVP, Operations EVP, Division Sr EVP, Field Operations	<b>\$0 - \$5000</b> Could include logo use locally.	Account Rep., Partner Relationships Senior Manager, Distinguished Events Senior Director: Partner Relationships, Or Distinguished Events VP, Corp & Dist Partners SVP, Operations EVP, Division Sr EVP, Field Operations
<b>\$0 - \$24,999</b> same as above	Senior Director: Relay, Cmnty Events, Cmnty Engagement Managing Director, Cmnty Engagement VP, Community Engagement SVP, Operations EVP, Division Sr EVP, Field Operations	<b>\$0 - \$24,999</b> same as above	Director, Mission Delivery Senior Director: State Health System, Hosp. System, Primary Care VP, Health Systems SVP, Operations EVP, Division Sr EVP, Field Operations	<b>\$0 - \$25k</b> same as above	Both... Senior Director: Partner Relationships; AND Distinguished Events *OR One of the Below* VP, Corp & Dist Partners SVP, Operations EVP, Division Sr EVP, Field Operations
<b>\$25k - \$50k</b> same as above	Managing Director, Cmnty Engagement VP, Community Engagement SVP, Operations EVP, Division Sr EVP, Field Operations	<b>\$25k - \$50k</b> same as above	Director, Mission Delivery Senior Director: State Health System, Hosp. System, Primary Care *OR one of the Below* VP, Health Systems SVP, Operations EVP, Division Sr EVP, Field Operations	<b>\$25k -&gt;\$50k</b> same as above	VP, Corp & Dist Partners SVP, Operations EVP, Division Sr EVP, Field Operations
<b>&gt;\$50k</b> same as above	SVP, Operations EVP, Division *PLUS* NVP, Financial Planning & Analysis General Counsel & Assistant Secretary Chief Revenue & Marketing Officer Sr EVP, Field Operations Chief Financial Officer President & Chief Operating Officer Chief Executive Officer	<b>&gt;\$50k</b> same as above	SVP, Operations EVP, Division *PLUS* NVP, Financial Planning & Analysis General Counsel & Assistant Secretary Chief Cancer Control Chief Financial Officer President & Chief Operating Officer Chief Executive Officer	<b>&gt;\$50k</b> Exclusively in person	SVP, Operations EVP, Division *PLUS* NVP, Financial Planning & Analysis General Counsel & Assistant Secretary Chief Revenue & Marketing Officer Sr EVP, Field Operations Chief Financial Officer President & Chief Operating Officer Chief Executive Officer

**If you have questions** about the contract (CAR) submission or contract review process please **contact Jessica Pedraza**, Senior Contract Administrator/ Corporate Center via [OCCO.Contracts@cancer.org](mailto:OCCO.Contracts@cancer.org) or 404.329.7779

**DOCUMENT ROUTING FORM**

(2) ✓ 8/25/14 (L)  
(both)

NAME OF DOCUMENT: Motion approving event agreements and related road closings: Relay for Life of Carter Park & PNC Taste of the Town.

Approved Comm. Mtg. on May 6, 2014 CAM# 14-0545

ITEM:  CM - 2  PH -  O -  CR -  R

Routing Origin:  CAO  ENG.  COMM. DEV.  OTHER

Also attached:  copy of CAR  copy of document  ACM Form  # originals

By: \_\_\_\_\_ forwarded to: \_\_\_\_\_  
Initials

1.) Approved as to Content: \_\_\_\_\_  
Department Director

Capital Improvements defined as having a life of at least 10 years and a cost of at least \$50,000 and shall mean improvements to real property (land, buildings, fixtures) that add value and/or extend useful life, inc. major repairs such as roof replacement, etc. Term "Real Property" include: land, real estate, realty, real.

Please Check the proper box: CIP FUNDED  YES  NO  
Capital Improvement Projects

2.) Approved as to Funds Available: by \_\_\_\_\_ Date: \_\_\_\_\_  
Finance Director

Amount Required by Contract/Agreement \$ \_\_\_\_\_ Dept./Div. \_\_\_\_\_

FUNDING SOURCE: Index/Sub-object \_\_\_\_\_ Project # \_\_\_\_\_

3.) City Attorney's Office: Approved as to Form # \_\_\_\_\_ Originals to City Mgr. By: \_\_\_\_\_

Cynthia Everett \_\_\_\_\_ Cole Copertino X Robert B. Dunckel \_\_\_\_\_  
Ginger Wald \_\_\_\_\_ D'Wayne Spence \_\_\_\_\_ Paul G. Bangel \_\_\_\_\_  
\_\_\_\_\_ DJ Williams-Persad \_\_\_\_\_

4.) Approved as to content: Assistant City Manager:  
By: \_\_\_\_\_ By: \_\_\_\_\_  
Stanley Hawthorne, Assistant City Manager Susanne Torriente, Assistant City Manager

5.) City Manager: Please sign as indicated and forward # \_\_\_\_\_ originals to Mayor.

6.) Mayor: Please sign as indicated and forward # \_\_\_\_\_ originals to Clerk.

7.) To City Clerk for attestation and City seal.

**INSTRUCTIONS TO CLERK'S OFFICE**

8.) City Clerk: retains original document and forwards \_\_\_\_\_ original documents to \_\_\_\_\_  
 Copy of document to Carla Foster, CAO  Original Route form to Carla Foster, CAO  
 Attach \_\_\_\_\_ certified copies of Reso. # \_\_\_\_\_  Fill-in date

2014 MAY -9 AM 8:44  
CITY CLERK'S OFFICE