



Metropolitan Nashville & Davidson County John Seigenthaler Pedestrian Bridge Closure Policy & Usage Agreement

1. **Purpose.** The John Seigenthaler Pedestrian Bridge (SPB) is one of the more unique event locations in Nashville. The SPB is also used regularly by many pedestrians and bicyclists for transportation and recreation. These guidelines outline the usage policy for the SPB, as it relates to activities which require approval to partially limit access to pedestrians and bicyclists.

2. **John Seigenthaler Pedestrian Bridge Closure Usage Agreement.**

To reserve the SPB, a John Seigenthaler Pedestrian Bridge Usage Agreement and the appropriate event application shall be completed and submitted to Metro Public Works no later than forty-five (45) days in advance of requested event date.

Applicants shall submit with their event permit application a site map indicating where proposed access barricades, tents, portable toilets, vehicles, and other such items, will be placed. The application shall state that a partial closure or no closure of the bridge is being requested and indicate the time frame that the SPB will be impacted. Under no circumstances shall the SPB be impacted by an event lasting longer than 24 hours.

Once the application, usage agreement and site-plan have been received by the Public Works events office, a determination will be made as to whether the event application is approved or denied. The decision to grant or deny the application and whether the partial or complete closure of the Bridge is required shall be the discretion of Metro Public Works. The Permit Holder shall provide a pathway on the Bridge for pedestrians and bicyclists. The event applicant is responsible for providing signage indicating the path of travel available to pedestrians and bicyclists.

3. **EFFECTIVE SEPTEMBER 19, 2016** – All events staged on the SPB must allow for pedestrian and cyclist access. **No requests for a full closure will be approved.**

- You will need to make arrangements to allow for a clear path of travel.
- You can choose to use fencing or barricades that will close off your event footprint to pedestrians but allow for access to one of the sidewalks on the bridge.
- You can coordinate pedestrian access using event staff that can provide an escort across the bridge. You must provide an adequate number of event staffers that can assist with this request.
- You must provide signage with information about your event. It must include information regarding the path of travel being made available to pedestrians and cyclists requiring access.

Please note that event requests for the SPB can be impacted by events at the following venues:

- Nissan Stadium and the Nissan Stadium footprint (parking lots and plazas).
- Bridgestone Arena
- Music City Center (large scale conventions that may use Nissan Stadium footprint for attendee parking)
- Ascend Amphitheater
- Large-scale street events (festivals, concerts, etc.) in the downtown core.

Events at the venues mentioned above will impact a request for the use of the SPB. Partial closure of the Seigenthaler Pedestrian Bridge will not be permitted if an event is staging or occurring at these venues on the requested date of your event. This applies to events that may be announced after your SPB application has been submitted, reviewed, and approved. **You must have a backup event plan and an alternate venue** in the event your approved application is rescinded.



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4. SPB Fee Schedule – effective January 1, 2018

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| • Special Event Application - | \$330 |
| • Parade Event Application - | \$100 |
| • ROW Application - | \$100 |
| • SPB usage for an event up to 4 hours - | \$500 |
| • Hourly fee for events over 4 hours - | \$50 per hour |
| • Damage Deposit - | \$500* |
| • Electrical Access Box deposit - | No deposit required. Review info below.** |
| • Bollard Keys - | Lost key cost will be deducted from the deposit. |
| • Lighting requests - | \$100 plus \$15 per hour for each hour past 10:30 p.m. |
| • Film Permit requests - | \$200 for up to 1 hour / \$500 for 1 to 4 hours |

* The permit holder shall post a deposit which shall be refunded if the Permit Holder returns all keys checked out for bridge access and restored the area to its condition before the festival. If the Permit Holder fails to return keys or restore the property to its prior condition, then the permit holder shall be liable to the Metropolitan Government of Nashville & Davidson County for any costs incurred in restoring the property after the event. Surrender of the deposit in no way relieves the Permit Holder of the responsibility for any costs incurred by the Metropolitan Government of Nashville & Davidson County in excess of the deposit.

** Event applicants requiring the use of Metro Public Works electrical boxes are fully responsible for the return of all boxes in working order. Failure to return the boxes will result in the event applicant being financially responsible for the replacement of each box not returned. Current cost estimate for replacement is approximately \$2000 per box. If a box is returned in damaged condition, the event applicant will be responsible for the cost of repair; including labor, materials or potentially replacement.

5. Requirements for Permit Holders.

- **Security Equipment and Personnel**
Permit Holders shall be required to provide, at their own expense, any fencing, barricades, signs, and an appropriate number of security personnel, which shall be determined by the Metro Police Department. It is the responsibility of the Permit Holder to provide security at either end of the SPB whenever the bollards are removed (during setup, the event and until ALL elements have been removed from the bridge). **At no point shall the SPB be left without security at either end when bollards are not locked in place.**
- **Pre and Post Event Inspection**
The Permit Holder shall complete a pre and post inspection with Public Works Permit Office staff; Tracy Luton will be your primary point of contact. The Permit Holder shall be financially responsible for any damage to the SPB, including but not limited to burns, scrapes, equipment, and grease.



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The Permit Holder shall pay, on demand, all expenses, including but not limited to, any and all damages, costs of collections, reasonable attorney's fees, and court costs which the Metropolitan Government of Nashville & Davidson County incurs in the collection of said damages or enforcement of this policy.

- **Insurance Requirements**

The Permit Holder shall provide a certificate of insurance (COI) which verifies that the event is covered by one million dollars (\$1,000,000.00) of general liability insurance and that the Metropolitan Government of Nashville & Davidson County is an additional insured party. Liquor liability coverage in an amount not less than one million dollars and naming Metro as an additional insured will also be required if alcohol is part of the event.

- **Food**

Only catered food may be served, provided, or otherwise distributed on the SPB. Under no circumstances shall food be cooked, grilled, or otherwise prepared on the SPB.

- **Waste and Recycling**

The Permit Holder shall provide both waste and recycling receptacles for material generated at the event. Event recycling receptacles are available through Public Works. Use of any Metro Parks trash receptacles is not allowed without express consent from Metro Parks.

- **Hanging or attaching items from the Bridge**

Unless attached by Public Works staff, no signs, banners, or other items shall be hung from or affixed to the SPB. Subject to the approval of Public Works and the availability of staff, objects may be affixed to the bridge by the Public Works staff for a fee.

- **Lights:**

Lights on the SPB are turned off at 10:30 P.M. daily. The Permit Holder shall be financially responsible for any usage of bridge lights after 10:30 P.M., should such usage be requested and approved by Public Works.

- **Parking**

Requests to utilize parking lots at or around Nissan Stadium should be directed to the Sports Authority.

- **Water and Electricity Usage Requests**

Request to utilize electricity and water should be directed to Metro Public Works Operations Division.

- **Other General Policies Regarding SPB Usage.**

Vehicles on the SPB

The SPB is for pedestrian and recreational/commuter bicycle use only. Skating, skateboarding, motorized vehicles, or any other form of commercial transportation are not permitted on the SPB, with the exception that motorized vehicles may be allowed with the express written approval of Public Works.

Closure Permits

All requests to use the SPB for runs, filming or other like events impacting the SPB with a partial closure shall also be directed to the Public Works Permit Office.



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Filming on the SPB

Requests to use the SPB for film or videography will require a Film Permit. Costs associated with a film permit request are:

Film Permit fee - \$130

SPB usage for filming up to 1 hour - \$200

SPB usage for filming 1 hour to 4 hours - \$500

SPB usage for filming all times exceeding 4 hours - \$500 + \$50 per hour

By signing this document I, _____, do acknowledge and certify that I have read, understood, and agree to the terms and conditions in the John Seigenthaler Pedestrian Bridge Closure Policy.

ASSUMPTION OF RISK

I, additionally, understand and agree that the Metropolitan Government of Nashville and Davidson County assumes NO responsibility or liability for any defects or other conditions of the bridge, whether the conditions are known or unknown to either party and/or discoverable by either party. I, _____, agree to assume the risk for any and all defects and/or other conditions, whether these defects or other conditions are dangerous and/or whether these defects or other conditions are discoverable by either party, and/or known or unknown to either party.

Applicant Name

Applicant Signature

Date