



St. Vincent Healthcare Foundation

Benefiting the Healing Ministry of St. Vincent Healthcare

March 12th, 2010

St. Vincent Healthcare Foundation
1106 North 30th Street
Billings, MT 59101

City of Billings,

On June 12th, 2010 St. Vincent Healthcare will host the 31st annual Heart & Sole Run. This year we are honored to have received the RRCA Western Regional 5K Championship designation. Runners from across the western United States will be competing for the 5K title. In addition to the 5K run/walk we will also offer a 10K run/walk, a 2 Mile Health walk and a short distance walk for those not yet able to complete the 2 mile walk.

The race begins on North 30th Street across from St. Vincent Healthcare main entrance, and ends on Poly Drive north of Grandview Park. Park activities will take place between 6:00 am and 1 pm.

Riverstone Health will provide on course and festival area medical services. The course will have three medical aid stations staffed by Riverstone Health physicians. In addition our medical director is developing an Emergency Action Plan, EAP, for the event.

Traffic control will be provided by three sources, barricades as outlined in this application, uniformed officers at major course intersections and volunteers at less busy intersections. We will be increasing the police presence from three officers and patrol cars to ten officers and cars. Volunteers will be given verbal and written safety instructions when reporting for assignments. An example of these documents are contained in the application. Barricades will be removed as soon as the runners and walkers are safely past the intersections, minimizing the local traffic disruption.

Our event benefits the YMCA Youth Scholarship Program and the St. Vincent Healthcare Cardiac Rehabilitation scholarships. Please contact me at 698.4076 should you have additional questions.

Respectfully,

Christopher Cook
Heart & Sole Run Director

*Please consider including St. Vincent Healthcare in your Will or Estate Planning...
your legacy will live on in the lives of grateful patients for years to come.*

1106 North 30th Street, Billings, Montana 59101

406-237-3600

Fax 406-237-3619

www.svfoundation.org



**City of Billings
RIGHT-OF-WAY ACTIVITY
PERMIT**

Please check the type of activity you are applying for:

Parade Run/Walk/Procession Street/Alley Closure Block Party

Submit this application with attachments to either the: Public Works office, 2224 Montana Ave., Billings, MT 59101 or Downtown Billings office, 2815 2nd Ave North, Billings, MT 59101. Application packet should be turned in at least 60 days prior to the date of the proposed event for approval.

PERSON MAKING APPLICATION CHRIS COOK

ORGANIZATION MAKING APPLICATION ST. VINCENT HEALTHCARE

PHONE (406) 237-3603

ADDRESS 1106 N. 30TH ST BILLINGS MT 59101

EMAIL ADDRESS cctcook@msn.com CITY STATE ZIP

APPROXIMATE TIME EVENT WILL:

Assemble 6 AM Start 8:30 AM Disband 1 PM

DATE OF EVENT SATURDAY JUNE 12TH 2010

PURPOSE/DESCRIPTION OF EVENT: (Description and detail of the event.)

PROCEEDS FROM THE HEART & SOUL RUN PRODUCE SCHOLARSHIPS FOR THE YMCA YOUTH SUPPORT PROGRAM. ADDITIONAL SCHOLARSHIPS ARE PROVIDED FOR PEOPLE WITH SERIOUS HEART OR LUNG PROBLEMS WHO NEED SUPERVISED REHABILITATION THAT ST VINCENT HEALTHCARE PROVIDES THROUGH OUR CARDIAC REHAB PROGRAM.

EVENT ROUTE DESIRED (IF APPLICABLE): (Please attach map.)

MAP ATTACHED

BLOCK PARTY STREET LOCATION (IF APPLICABLE):

CLEAN UP IMPLEMENTATION: (Company contracted or services you will provide)

SPONSORS AND THEIR VOLUNTEERS WILL PROVIDE CLEAN-UP.

CERTIFICATION OF INSURANCE WHICH MUST SHOW: (1) The limits of liability coverage for the period of this agreement as a minimum of \$750,000 per claim/ \$1.5 million per occurrence general liability, and (2) the City of Billings named on the Certificate of Insurance as the additional insured. (Refer to the sample insurance copy. Please note a certificate of insurance *is not required* for Block Parties)

NOTICE: ANY MARKINGS (NO PAINT ALLOWED) TO BE PLACED ON PUBLIC RIGHT-OF-WAY MUST BE APPROVED BY THE CITY TRAFFIC/ENGINEERING DEPARTMENT PRIOR TO PLACEMENT, BE ENVIRONMENTALLY SAFE, AND NOT CONFLICT WITH EXISTING MARKINGS.

FOR DOWNTOWN EVENTS: YOU OR THE ORGANIZATION YOU REPRESENT MUST "ASSIGN" THE FIRST TWO BLOCKS OF THE DOWNTOWN EVENT ROUTE FOR NO PARKING TWO HOURS PRIOR TO YOUR EVENT USING THE ROUTE SIGNS PROVIDED BY THE CITY. IT IS YOUR RESPONSIBILITY TO PROVIDE THE APPROPRIATE BARRICADES FOR THE STREET CLOSURE.

IF USING THE ESTABLISHED EVENT ROUTE, THE CITY WILL PROVIDE TWO POLICE OFFICERS WITH VEHICLES TO START THE EVENT, AND A STREET SWEEPER, IF NECESSARY, TO FOLLOW THE EVENT.

COORDINATOR OF EVENTS AT WHICH ALCOHOL WILL BE CONSUMED IN PUBLIC RIGHT-OF-WAY ARE REQUIRED TO OBTAIN AN OPEN-CONTAINER PERMIT FROM THE POLICE DEPARTMENT

UPON SIGNING OF THIS APPLICATION, THE APPLICANT AGREES NOT TO VIOLATE ANY STATE OR CITY CODES IN THE PRESENTATION OF THE REQUESTED SPECIAL ACTIVITY.

In consideration for permission to conduct its activity as requested, applicant agrees to indemnify, defend and hold harmless the City of Billings, its officers, agents, employees and volunteers from damage to property and for injury to or death of any person and from all liability claims, actions or judgments which may arise from the activity.

Applicants also agree to obtain valid "save or hold harmless agreements" from all participants in its activity, protecting the City of Billings from all losses arising out of its activity, including damages of any kind or nature.

APPLICANT SIGNATURE Christopher M. Cook DATE 12 MARCH 2010

APPLICATION APPROVED _____ DATE _____

APPLICATION DENIED _____ DATE _____

ADDITIONAL RESTRICTIONS OR SPECIAL CONDITIONS: YES [] NO []
(IF YES, ATTACH COPY)

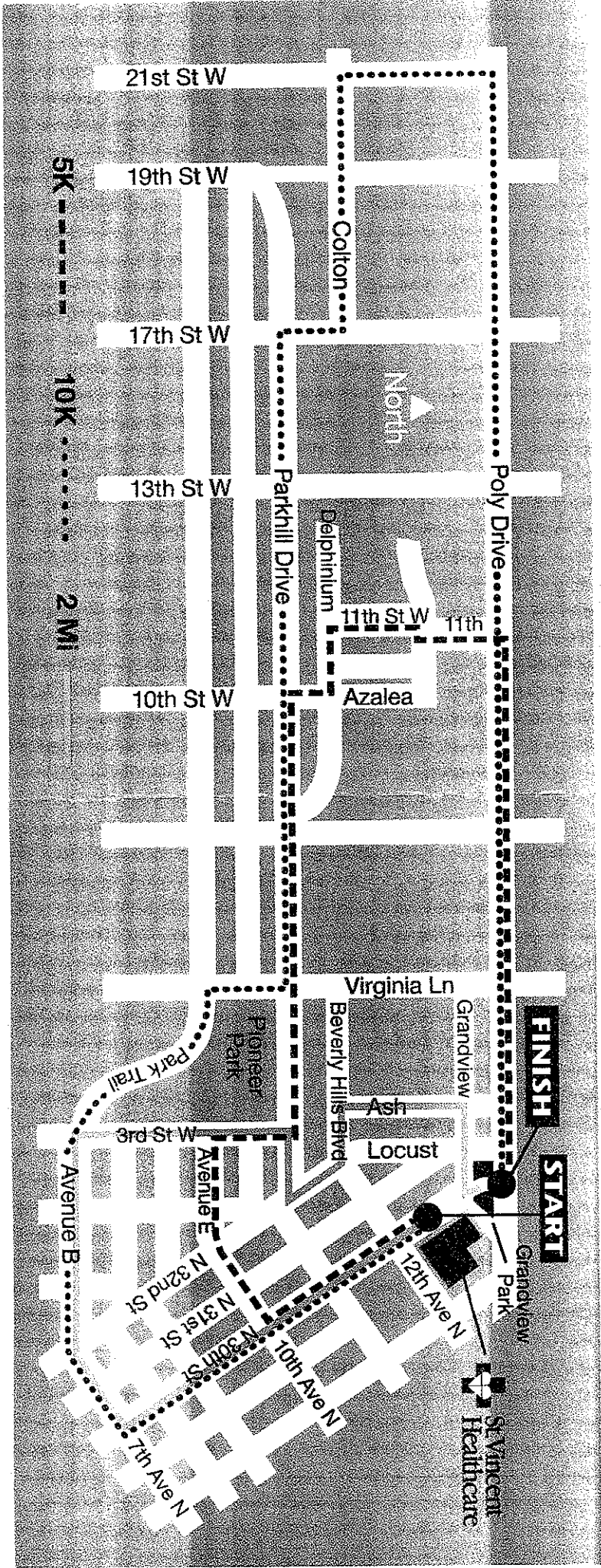
FOR CITY USE ONLY

FEE: _____

APPLICANT NOTIFIED BY: _____

DATE: _____

- COPIES TO:**
CITY ADMINISTRATOR
DEPUTY CITY ADMINISTRATOR
POLICE CHIEF
FIRE CHIEF
FIRE MARSHALL
MET TRANSIT MANAGER
STREET/TRAFFIC SUPERINTENDANT
TRAFFIC ENGINEER
PRPL DIRECTOR
PARKING SUPERVISOR
CITY ATTORNEY



5K

10K

2 MI

21st St W

19th St W

17th St W

13th St W

10th St W

Colton

Parkhill Drive

Delphinium

11th St W

Azalea

Virginia Ln

3rd St W

Avenue B

Avenue E

N 32nd St

N 31st St

N 30th St

10th Ave N

7th Ave N

FINISH

START

St Vincent
Healthcare

North

Poly Drive

Grandview

Beverly Hills Blvd

Ash

Locust

Grandview
Park

Pioneer
Park

Road Closures for Heart & Sole Race June 12th, 2010

Poly from North 29 th St to Virginia	From 6:30am to 12:00 noon
Elevation Ave from North 30 th St to North 29 th St	From 6:30am to 12:00 noon
North 30 th St to Poly	From 6:30am to 12:00 noon
North 30 th St south to Poly Dr. (MSU-B area)	From 6:30am to 12:00 noon

(Festival in Grandview Park – Races finish at Poly Dr and North 30th)

North 30th St. north of 12th Ave closed to north traveling traffic only From 6:30am to 12:00 noon
(Releases Grandview traffic down North 30th but avoids north bound traffic from accessing Poly Dr. which is closed)

Grandview Blvd from Elm St to Elevation St From 6:30am to 9:45am

Grandview Blvd at Locus St From 6:30am to 9:45am

On North 30th at 12th, 11th and 10th Avenues will be closed from 7:45am to 9:00am

North 32nd St at 11th Ave From 7:45am to 9:30am
(Regulating traffic traveling north to avoid race participants)

McDonnell Blvd at Locus St From 7:45am to 12:00 noon
(Limit traffic near the finish line on Poly Dr)

Grandview Blvd at Elm St From 7:45am to 9:45am

Virginia Lane at Ave E & F and Lordwith Dr From 7:45am to 9:45am
(Regulating traffic traveling north to avoid race participants)

Virginia Lane at Beverly Hill Blvd From 7:45am to 10:15am
(Regulating traffic traveling north to avoid race participants at Virginia Lane and Poly)

Barricade removal times other than the 12:00 noon times are based on previous years' slowest participants'. We respectfully request 15 minute latitude for barricade removal based on actual race participants. It is our goal to reopen all roads as quickly as possible and ensure the safety of our participants.

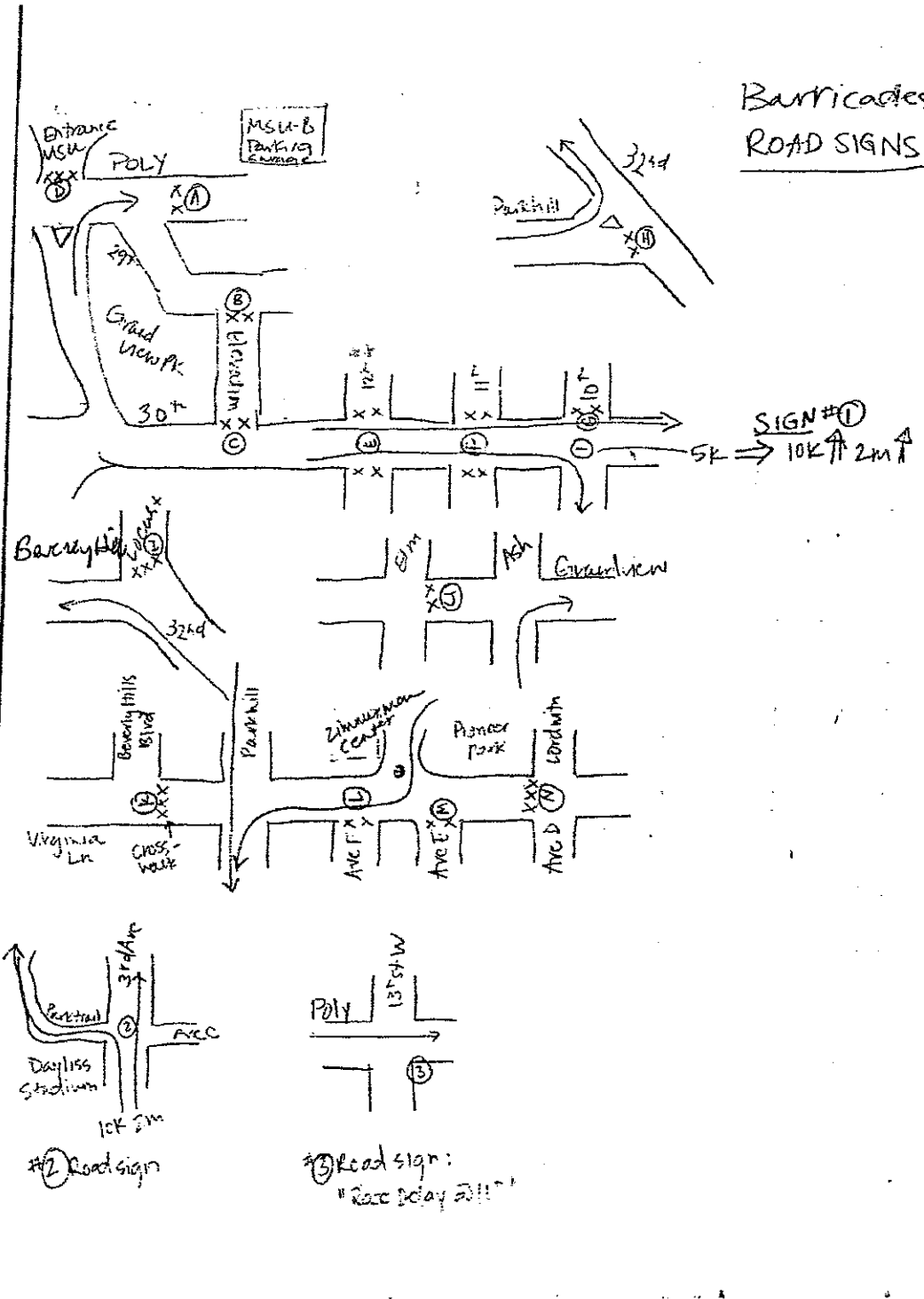
Put (2-3) barricades to mostly block the following streets (unless otherwise denoted)

- A. Block Poly at N. 29th allowing cars to turn around at 29th and allows access to MSU-Billings parking garage. This prevents cars from proceeding west on Poly as races head east on Poly to complete the race at Grandview Park. (3) "Road Closed" sign.
- B. Elevation and N. 29th (Block off Elevation from incoming traffic) (2)
- C. Elevation and N. 30th (Block off Elevation from incoming traffic) (2)
- D. Poly and University (Block off the MSU-Billings entrance so cars cannot get onto Poly) (2)
- E. 12th Ave and N. 30th St (Block both sides of the roads to keep traffic from going down N. 30th) (2)
- F. 11th Ave and N. 30th St (Block both sides of the roads to keep traffic from going down N. 30th) (2)
- G. 10th Ave and N. 30th St (Block both sides of the roads to keep traffic from going down N. 30th) (3)
 - 1. Road sign reading "5K ONLY TURN RIGHT, 2Mile/10K STRAIGHT" placed on manhole cover in the middle of 10th and 30th intersection
- H. 32nd and Parkhill (Block Parkhill at 32nd so that traffic cannot turn up Parkhill) (3)
- I. N. 32nd and Locust/Colton (Block off North side of road). (3)
- J. Grandview and Elm (Complete length of Grandview, so cars can turn right on Elm and avoid the race participants) (3-4)
- K. Across Virginia Lane at crosswalk on Beverly Hills Blvd (Place barricades on crosswalk to block Virginia Lane so traffic can avoid race participants at Parkhill and Virginia Lane by turning at Beverly Hills Blvd). (3)
- L. Ave F at Virginia Lane (Block off Ave F so traffic cannot turn onto Virginia Lane) (2)
- M. Ave E at Virginia Lane (Block of Ave E so traffic cannot turn onto Virginia Lane) (2)

N. Across Virginia Lane at Lordwith/Ave D (Block so that cars can turn onto Lordwith or Ave D and avoid the race participants) (3-4)"Road Closed" sign

- 2. Road sign reading "10K ONLY TURN LEFT UP TRAIL, 2Mile STRAIGHT" placed in the middle of 3rd Ave between park trail and Ave C
- 3. Road sign that says "RACE DELAY AT 11th PLEASE TURN" placed on southeast corner of sidewalk at 13th Street West and Poly. (Facing West on Poly"

Barricades
ROAD SIGNS





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/11/2010

PRODUCER 345-914-5753 MARSH MANAGEMENT SERVICES CAYMAN LTD. 23 Lime Tree Bay Avenue Building 4, 2nd Floor PO Box 1051 Grand Cayman, KY1-1-102	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED St. Vincent Healthcare 1233 N. 30th St. PO Box 35200 Billings, MT 59107-5200	INSURERS AFFORDING COVERAGE	NAIC#
	INSURER A: Leaven Insurance Company Ltd	C6684-001
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR				EACH OCCURRENCE	\$
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
						MED EXP (Any one person)	\$
						PERSONAL & ADV INJURY	\$
						GENERAL AGGREGATE	\$
						PRODUCTS - COMPIOP AGG	\$
		GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
A		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$	LIC311010	3/1/2010	10/1/2010	EACH OCCURRENCE	\$ 10,000,000
						AGGREGATE	\$ 10,000,000
							\$
							\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under SPECIAL PROVISIONS below				WC STAT'L TORY LIMITS	OTH-ER
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$
		OTHER					

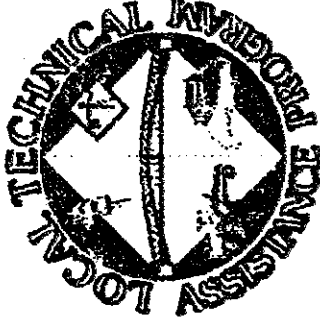
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 The primary General liability Coverage is Self-Insured for the First \$1,000,000 / \$3,000,000 on a claims made basis. The City of Billings, MT is added as Additional Insured for the General Liability as respects this event on June 12, 2010 RE: \$750,000 / \$1.5M Coverage for the High-Of-Way Special Activity permit for the Heart and Sole Run event for St. Vincent Healthcare.

CERTIFICATE HOLDER City of Billings Dept. of Parks, Recreation & Public Lands Attn: Joe Sedin 1233 N. 30th Street P. O. Box 1178 Billings, MT 59103-1178	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>Marsh Management Services Cayman Ltd.</i>
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MONTANA DEPARTMENT OF TRANSPORTATION



CERTIFICATE
OF
COMPLETION



Christopher Cook

has satisfactorily completed

Flagging Safety Seminar

Steve V. Jenkins

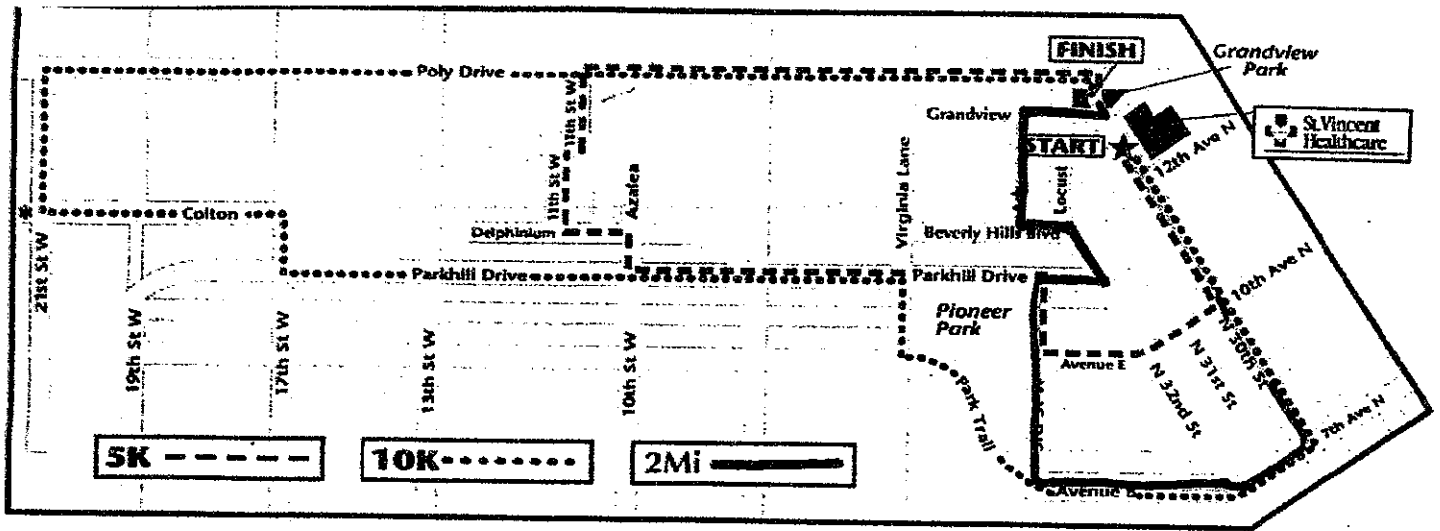
Instructor

Christopher Cook

Cardholder

Expiration Date: 5/19/2012

(Photo ID Required)



John Doe

Thank you for volunteering as a **crossing guard**
For the Heart and Sole Race!

This race could not have happened without your help!

Your assignment for the races is as a crossing guard:

Parkhill and 14th St. W

Please come to Grandview Park (see the map for parking areas) and check in by **7:00 am** on the day of the race. We will have you pick up your safety vest and signs at that time. Please provide your own transportation from there to your assigned post and be in place by **8:00 am** when we make our final route checks.

During the race please stand:

on the North side of Parkhill on 14th St. W

Please have runners/walkers:

Direct runners/walkers to stay STRAIGHT through intersection

You will see a bike rider following the last racer. This biker may lead the pack and then return after crossing the finish line to follow the last walker/race. To ensure all runners/walkers are safe please do not leave your post until you see this biker. Please return the vest and signs back to the park where you picked them up, before you go home. (If we lose these items it takes the profit away from the patients that could benefit.)

Thank you again for volunteering for the race!

If you have questions on race day please contact: Chris 698-4076 or April 690-0228

Please review safety tips on other side.

Safety Instructions for Crossing Guards:

1. Thank you for volunteering to be a crossing guard for the Heart & Sole Run. Please remember the following :
2. Be friendly but firm with drivers.
3. Allow local people returning to homes in the neighborhood through only when there is a gap in the runners.
4. Don't stand in the path of an oncoming vehicle. Face oncoming traffic.
5. Plan an escape route.
6. Be clearly visible to traffic at all times.
7. Stand alone not in a group.
8. Be alert and ready to respond to emergencies.
9. Be ready to inform motorists of the delay. Reinforce that it is for the safety of the participants and the drivers.
10. Record the license number and description of any vehicle whose driver disobeys your instructions or threatens the safety of the race.
11. Communicate with other crossing guards, Chris Cook 698-4076, and 911 for emergencies.
12. Park in a safe place away from your station.
13. Don't step into traffic or turn your back on traffic.
14. Please stay in position until the "trailer" bike riders gives the last runner signal.
15. See that all materials are removed prior to leaving.