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Andre Dickens
Mayor

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ATLDOT Commissioner

Scope of Work for Barricade Deployment Services – Atlanta Streets Alive

1. Introduction

This Scope of Work outlines the requirements for barricade deployment and traffic-control device services for the Atlanta Streets Alive (ASA) event series hosted by the City of Atlanta, Department of Transportation (ATLDOT).

Atlanta Streets Alive is the City of Atlanta's official open streets program, temporarily transforming select streets into car-free spaces for people to walk, bike, roll, skate, and connect with their community. The event is free, pedestrian-centered, and operates in an open-house format along 1 – 4 miles of City of Atlanta streets.

Event Details

Event Name: Atlanta Streets Alive (Event Series)

Host: City of Atlanta, Department of Transportation, ATLDOT

Event Frequency: Seven to eight (7–8) monthly Sunday events

Street Closure Window: 12:00 PM – 7:00 PM (varies by route and date)

Event Time: 2:00 PM – 6:00 PM

Event Location: 1–4 miles of Atlanta streets per event

Estimated Attendance: Up to 9,999 attendees throughout the day

The barricade deployment contractor will support ATLDOT by providing professional, timely, and safe installation and removal of all barricades, cones, signage, and other traffic-control devices required to safely close each route according to MOSE (Mayor's Office of Special Events) permit requirements.

2. Objectives

The primary objectives of this barricade deployment contract are as follows:

- Ensure safe, accurate, and timely installation of all event-related barricades, cones, warning devices, and road-closure signage in alignment with MOSE permitting requirements and ATLDOT traffic control standards.
- Support the safe closure and reopening of streets before and after each ASA event.



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- Provide trained personnel to deploy, monitor, adjust, and remove all traffic-control equipment as required.
- Ensure that all barricades and devices remain properly placed, upright, and effective throughout the event.
- Deliver high-quality, professional service that prioritizes pedestrian safety and efficient operations.

3. Responsibilities of the Barricade Deployment Contractor

The selected contractor will be responsible for:

A. Project Coordinator

Assign a dedicated project coordinator to:

- Serve as the primary point of contact with ATLDOT.
- Participate in pre-event planning meetings and site walks.
- Manage all barricade logistics, staffing, delivery schedules, and route-specific requirements.
- Oversee installation and removal teams on event day.

B. Pre-Event Planning

The contractor shall:

- Review all event maps, traffic-control plans, and barricade counts provided by ATLDOT.
- Conduct a pre-event site visit if requested.
- Reconfirm all equipment quantities, including:
 - Barricades (quantity varies per route; approx. 100–200)
 - Traffic cones (approx. 150–200)
 - Road-closure and detour signs (20–40)
 - Any specialty block-off devices required by ATLDOT

Provide ATLDOT with:

- An installation schedule
- Estimated staffing levels
- A list of vehicles/equipment to be used
- Ensure all equipment meets MUTCD, City of Atlanta, and ATLDOT standards.

C. Event-Day Operations



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The contractor is responsible for all aspects of barricade installation, monitoring, and removal:

1. Installation of Equipment

- Begin installation at the designated street-closure start time
- Safely place barricades, cones, and signage according to the approved event map and traffic-control plan.
- Ensure all devices are secure, upright, and highly visible.
- Coordinate closely with POST-certified officers to safely implement closures.
- Adjust placement as directed by ATLDOT or law enforcement during setup.

2. Monitoring During Event

- Maintain an active response team (minimum one truck and two personnel unless otherwise specified) available throughout the closure to:
- Repair knocked-over equipment
- Replace missing barricades
- Respond to ATLDOT calls for adjustments
- Address safety hazards promptly
- Ensure all staff remain professional, attentive, and responsive.

3. Removal and Breakdown

- Begin breakdown at the designated time with support from security staff and Atlanta Police Officers
- Fully remove all equipment, ensuring the roadway is clear of barricades, cones, debris, or unused materials.
- Confirm that all signage, sandbags, and materials are collected.
- Complete removal no later than the permitted reopening time.

D. Post-Event Reporting

The contractor shall provide ATLDOT with a post-event recap, including:

- Staff attendance
- Equipment counts
- Any challenges encountered
- Recommended adjustments for future events
- Notification of any damaged or missing equipment.



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E. Equipment and Safety Compliance

The contractor must ensure that:

- All equipment meets MUTCD standards.
- All deployed staff wear required PPE (high-visibility vests, gloves, etc.).
- All company vehicles used on the event route are properly marked and equipped with amber safety lights.
- All staff adhere to event safety protocols and ATLDOT direction.

4. Duration and Frequency

This contract will be valid for three (3) years, with the option for two (2) one-year renewals upon mutual agreement.

The contractor will provide barricade services for all scheduled ASA event dates, with staffing levels and timing determined in coordination with ATLDOT for each event.

5. Communication and Coordination

The project coordinator shall:

- Maintain regular communication with ATLDOT leading up to each event.
- Confirm quantities, schedules, and staffing at least 30 days before each event.
- Report on any operational issues immediately.
- Participate in post-event discussions and evaluations as requested.

6. Safety and Environmental Considerations

The contractor must:

- Prioritize workers and public safety in all operations.
- Follow all City of Atlanta traffic-control standards, MUTCD guidelines, and ATLDOT safety requirements.
- Ensure proper handling of signage, weighted devices, and barricades to prevent tripping or tipping hazards.
- Minimize noise, dust, or obstruction beyond what is required for installation.

7. Reporting and Documentation

The contractor shall maintain accurate records for each event, including:



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- Installation and removal times
- Staff names and roles
- Equipment counts deployed and retrieved
- Incident or damage reports
- Any route modifications made on-site
- A post-event summary will be submitted within seven (7) days of each event.

8. Performance Evaluation

ATLDOT reserves the right to evaluate contractor performance after each event based on:

- Timeliness
- Equipment, quality and accuracy
- Professionalism of staff
- Responsiveness to ATLDOT direction
- Compliance with maps and permitting requirements
- Reliability of equipment pickup and removal
- Poor performance may result in corrective action or contract termination.

Note

All barricade and traffic-control services must comply with the requirements outlined by the Mayor's Office of Special Events (MOSE), ATLDOT, and the approved Atlanta Streets Alive traffic-control plan.

