



Central Atlanta Progress  
Atlanta Downtown Improvement District

**1. What is a typical shift length?**

Response: The length of a typical shift may vary, but on average, 2 – 4 hours can be expected. 2 – 4 hours is an average shift and is not guaranteed as billable time.

**2. How many activations/ events per month?**

Response: Central Atlanta Progress is contractually obligated to hold a minimum of 40 outreach events per year, although not all events will require staffing from the selected firm.

**3. How many staff per event?**

Response: Staffing needs will vary based on the nature of the event, but on average will require at least two staff per event.

**4. What is the lead time on events?**

Response: CAP/ADID will strive to provide notice of need one week prior to the event. Due to the nature of a fluid calendar, some requests may require less notice.