

AUTHORIZATION TO PROCEED (ATP)

Project Name: Street Light Maintenance Service

Customer Name: Town of Caroline

By signing below, we hereby authorize NYPA to proceed with creation of a formal Customer Project Commitment (CPC), which will be sent via Adobe EchoSign and outline the formal terms and conditions of the service as well as the financial obligations referenced below

Routine Maintenance Financial Obligation: \$1,537.78 rate for year 1 of the program with a 3% rate escalation for year 2 (\$1,583.92)

Non-routine Maintenance Budget Recommendation: \$2,782.84

Service Term: 2 years

Authorized NYPA Representative:

Authorized Customer Representative:

(Name, printed)

(Title)

(Signature)

(Date)

(Name, printed)

(Title)

(Signature)

(Date)

Comments:

NOTE on Maintenance Categories:

- 1. Routine Maintenance** - consists of replacing and/or repairing defective components of the street lighting system in order to keep them fully operational. This type of service will cover the repair or replacement of damaged fixtures, control nodes, fuses, etc. For this type of service, contractors will within 2 weeks of notification.
- 2. Non-routine Maintenance** - includes repairs that go above and beyond the defined routine maintenance. Non-routine work requires the municipality's approval prior to work commencing, once approved the work must be completed within 30 days. The Contractor will provide a written proposal to the Customer and NYPA detailing the scope of work.
- 3. Emergency Work** - will be required from time to time, typically due to a knockdown or weather event. The Contractor will be contacted to respond to a site for public safety, in this instance, the Contractor will take down and remove any street lighting part to make the area safe. The response time for emergencies is 2 to 4 hours. Once safe, the Contractor will follow the non-routine