

**SPECIAL PROVISIONS – CONTRACT ITEMS  
SUPPLEMENTARY**

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## **GENERAL ITEMS**

### **A8. CONSTRUCTION SIGNS, TRAFFIC CONTROL & TRAFFIC MANAGEMENT PLAN**

In addition to the conditions stipulated in the Niagara Peninsula Standard Contract Document, GC7.06 and OPSS 706, the following shall also apply:

Traffic control shall be the complete responsibility of the maintenance contractor. Interference with normal flow of traffic shall be kept to a minimum. The contractor shall be prepared to supply and erect any barricades and signs which may be required for complete control of both pedestrians and vehicular traffic including competent flag persons in accordance with Ontario Manual of Uniform Traffic Control Devices.

The contractor shall also be responsible for supplying his hired help with any necessary safety and/or protective equipment required to perform the work safely.

It is of critical importance that all planned maintenance activities be coordinated with the City's Operational, Traffic, Parking and Transit Departments. Daily notification of planned works will be required. The Contractor must also work closely with the City's Contract Administrator to keep affected property owners informed of potential impacts to their businesses and residences and to minimize disruption to access and servicing of properties by planned maintenance activities. The contractor shall prepare a traffic control plan for all planned activities in accordance with the amendment to OHSA, August 2007.

#### **Property Access**

Pedestrian access to all businesses and residences is to be maintained at all times whenever possible. Planned access closures are to be scheduled at least two (2) business days in advance between the City, the Contractor and the Business owner and/or Residents, including the type and form of any temporary access provisions. Any disruption to pedestrian access is to be kept to a minimum duration.

#### **Communications**

It will be the Contractor's responsibility to inform the various businesses and residences of, and/or the placement of no parking signs the day before, in order to reduce/eliminate any problems with parked vehicles that may interfere with their operations. Access to the abutting businesses and residences must be maintained at all times.

The Contractor shall advise the Police Department, Fire Department and Niagara Emergency Medical Service on a daily basis, with current status of planned maintenance activities as they pertain to the passage of traffic within the contract limits.

The Contractor shall co-ordinate with Niagara Falls Transit to ensure minimum interruption to their bus schedules. Niagara Transit, school buses and garbage service vehicles shall be given priority to maintain their schedule.

### City Signs

Where planned maintenance activities require the removal or relocation of an existing sign, the contractor shall advise the City of Niagara Falls one (1) week prior to the commencement of the work. Regulatory signs and street name signs cannot be removed without approval from the City and will be removed and temporarily relocated by City staff. All other signs removed by the contractor to accommodate construction shall be kept operational by placement on a temporary support. The contractor shall be held financially responsible for any damage to existing signs. All regulatory signs and street name signs will be replaced permanently by City forces.

### Basis for Payment

No additional payment will be made for this item. The unit bid price for each item under sections EM1 to EM4 shall include a provision for traffic control and management.

## **B2. EARTH EXCAVATION**

In addition to the conditions stipulated in the Niagara Peninsula Standard Contract Document, OPSS.MUNI 206 and OPSS.MUNI 510, the following shall also apply:

The Contractor is responsible for sawcutting, excavating, separating and delivering any concrete or asphalt material to an approved recycling facility. Thickness of the concrete and asphalt will vary; however, no additional compensation will be made for the various depths.

All asphalt and concrete must be sawcut.

### Basis for Payment

Payment at the unit price bid for this item shall include all labour, materials and equipment including sawcutting, and disposal of surplus or unsuitable excavated materials, necessary to complete the work as directed by the Contract Administrator.

## **B3. GRANULAR MATERIAL**

In addition to the conditions stipulated in the Niagara Peninsula Standard Contract Document, OPSS 314, 401 and 402, the following shall also apply:

All granular materials shall conform to the requirements of OPSS.MUNI 1010.

The unit price bid shall be complete compensation for the supply, hauling, placement, grading and compaction to the specified Standard Proctor Maximum Dry Density of Granular 'A'.

This item will be utilized for the Granular 'A' material for bedding, cover and backfill. Only virgin Granular 'A' will be accepted.

This item will be utilized for the Granular 'A' under roads, driveways, and sidewalks. Only virgin Granular 'A' will be accepted.

Granular 'A' must be installed on all road and sidewalk trenches to the existing grade to provide safe access.

The Contractor will be responsible for maintaining granular surfaces until the restoration work is carried out. The Contractor must include in this unit price bid all labour and equipment to remove the excess granular from the trenches prior to final restoration. The Contractor is responsible to remove the granular in a manner that avoids contamination of the granular with asphalt, concrete or native material. Any contaminated material shall be removed at the Contractor's expense. Any cost for these requirements must be included in the unit price bid for the granular.

The unit price bid for this item shall include the fine grading and compaction of the sub-base immediately preceding the placement of granular road base material. No roadway granular is to be placed until the subgrade elevation has been checked by the City's Inspector.

Payment for all material quantities shall be determined by net weight as recorded by a Government certified weigh scale. The supplier will be responsible for providing suitable scales for all materials to be weighed. Weigh bills (tickets), shall be provided for each load of granular in accordance with SPGS G32.

The onus shall be on the Contractor to ensure that the City's Contract Administrator is furnished with all weigh tickets since these will form the method of measurement.

#### Recycled Material

Recycled granular, concrete (RCM) or asphalt (RAP) will not be permitted.

#### Basis for Payment

Payment at the unit price bid for this item shall include all labour, materials and equipment including sawcutting, and disposal of surplus or unsuitable excavated materials, necessary to complete the work as directed by the Contract Administrator.

As stipulated in the Niagara Peninsula Standard Contract Document and priced as indicated in the Schedule of Quantities and Unit Prices.

### **ELECTRICAL MAINTENANCE (EM) ITEMS**

#### General Description of Work

This contract is for the provision of all labour, material, tools, equipment, vehicles, machinery and transportation of materials to the site on a yearly basis for a three-year period, which is from **September 1, 2020, to August 31, 2023**.

This contract consists of the following basic activities:

- The general servicing and maintenance of the City's street lighting infrastructure, including other City owned facilities that are illuminated such as parks and parking lots.

- Maintain maintenance records of the city's illumination system and record and submit revisions to the existing system.
- Co-ordination with Niagara Peninsula Energy Inc. (NPEI) on various works as approved by the City. NPEI may perform work under their construction programs that may include work on behalf of the City. No compensation whatsoever shall be made to the City's street lighting maintenance contractor for work carried out by NPEI.
- Work under this contract may include the general servicing and maintenance of the Region's street lighting infrastructure within the City of Niagara Falls. Such work will be identified as Regional by the Contractor Administrator and the contractor shall provide separate invoicing for this work.
- Restoration at each work site to the existing condition or better. The Contractor shall follow the following restoration procedure:
  - The maintenance contractor shall backfill and compact the trench to surface grade with granular 'A' in all roadways, driveways, sidewalks, parking lots and any other travelled surface to make safe. Sodded areas are to be backfilled with native materials, unless otherwise directed. Bedding, cover and support materials shall be as specified in the City's standard drawings.
  - Upon completion of the maintenance work, the Contractor shall contact the Contract Administrator and advise of the work's completion. From the time of this contact, the Contract Administrator shall have two business days to inspect the site for completion.
  - When the maintenance work is deemed satisfactory, the Contract Administrator will notify the Contractor. From this date of notification, the City will have 10 business days to complete the surface restoration work. During this period (2 business days for inspection and 10 additional business days for restoration work) the Contractor shall maintain the site such that the site remains safe.

**The successful contractor shall be aware that contrary to the CEC the GREEN conductor is used as the "HOT" conductor in some street lighting circuits. This condition exists for a large part of the underground street lighting system.**

The successful contractor shall be expected to adhere to the requirements of the EUSA, IHSA, NPEI, and any other governing body, agencies, regulations or acts, such that all work is performed by qualified professionals in a safe and responsible manner, and with safe, certified equipment. Where regulations require the presence of one, two or more of a certified professional or tradesman, such as a "Journeyman Power Lineman", or the use of specific equipment or vehicles, the contractor shall ensure strict compliance.

#### **EM1. WORK ITEMS (REMOVALS AND DISPOSAL)**

The provisions of OPSS 601, 604, 610 and 617 shall apply except as amended or extended herein:

In these cases where the outage is as a result of anything other than a defective bulb, the luminaire shall be replaced with an appropriate LED luminaire that will satisfy the lighting

criteria outlined in the City's Design and Construction Guidelines, unless otherwise directed by the Contract Administrator.

In cul-de-sacs, the luminaire replacement shall be a pole top type, or alternate style as directed by the Contract Administrator.

All luminaire changes shall be approved by the Contract Administrator prior to replacement and a record of all such changes shall be provided to the City. In addition, a photometric analysis of the upgraded lighting system shall be provided to the City for review and confirmation.

### Basis for Payment

The unit price labour bid for each item shall include all labour and equipment required to complete the full removal and disposal of each item as specified.

Removal and disposal of asphalt and/or concrete material shall be paid under the appropriate item in the Schedule of Quantities and Unit Prices.

Where soft surfaces (such as sod, soil, gravel, etc.) have been removed and disposed, no additional compensation is to be provided.

## **EM2. WORK ITEMS (INSTALLATION OF ELECTRICAL EQUIPMENT/MATERIAL)**

The provisions of OPSS 106, 603, 604, 615 & 617 shall apply as amended or extended herein:

Work in this section shall include all repairs and replacements.

### Prioritization of Work

Street light servicing shall be prioritized as follows:

- Group outages (when three consecutive lights are out) in commercial areas will be serviced within two (2) calendar days from the time when the City first becomes aware of these outages.
- Group outages in residential areas will be serviced within two (2) days from the time when the City first becomes aware of these outages.
- Single outages in commercial areas will be serviced within five (5) days from the time when the City first becomes aware of these outages.
- Single outages in residential areas will be serviced within ten (10) days from the time when the City first becomes aware of these outages.

All other works under this section shall be scheduled within a 10-day period or as directed by the engineer.

Where light poles have to be relocated and / or different pole heights or luminaire types must be utilized as a result of work done under the maintenance agreement, then photometric calculations using the new pole spacing(s) and lighting equipment must be

undertaken. The maintenance contractor shall submit detailed calculations and drawings to the Contract Administrator for review and approval.

### Poles and Appurtenances

Inline fuse of the appropriate size shall be provided in each pole handhole.

Types of brackets and luminaires will be installed as directed by the engineer in accordance with the City of Niagara Falls Street Lighting Design and Construction Guidelines. In all cases, fusing is to be included as required.

If the standard height cannot be attained due to conflict with other facilities, the mounting height and luminaire wattage shall be adjusted accordingly. Photometric calculations shall be performed to ensure that the City's lighting criteria is satisfied.

### Underground Ducts and Cables

This item shall include all trenching, backfill and compaction in the case of the ducts and all miscellaneous pulling materials in the case of the cables.

### Materials

The contractor shall supply all materials necessary for the performance of the electrical work except for the following items:

- LED luminaires or components that are covered under warranty. Approximately 8,370 LED luminaires installed in 2015 are under the manufacturer's material warranty for the duration of the contract. The successful contractor will coordinate the replacement of LED luminaires supplied by the manufacturer and return, as needed, defective luminaires.
- Other LED luminaires/poles/etc. installed through independent capital projects in various areas throughout the City are under warranty with their manufacturer. The successful contractor will coordinate the replacement of warranted parts supplied by the manufacturer and return, as needed, defective items.
- All replacement parts or materials that are currently stocked by the City and that are listed on the City's existing electrical inventory as noted in Appendix B. The Contractor shall deplete all in-stock electrical materials prior to purchasing them elsewhere. The Contractor will only be compensated for items that are not available from the City's inventory or items for which the City has insufficient quantities. The City reserves the rights to withhold payment from the contractor for purchasing materials that are available from the City's stockroom. Materials supplied by the City are to be picked up at the *Municipal Service Centre, 3200 Stanley Avenue, Niagara Falls, Ontario*.

An excel database of the City's existing street lighting system components has been provided on a USB as Appendix C. An updated database will be provided to the successful Contractor upon award.



Temporary Installations

Where a street light pole has been damaged beyond function, a temporary wood pole is to be erected within the allotted timeframe, based on road class, of the incurred damage. The table below outlines the timeframes. Where the maintenance contractor cannot gain access to the site within this timeframe due to site restrictions such as police closures, etc., the maintenance contractor shall notify the City immediately and complete the work at the first opportunity.

Road Class	Allotted Timeframe (hrs)
1	8
2	8
3	16
4	24
5	24

All necessary materials required to maintain the function of the street light are to be included in the unit price bid. The cost of the wood pole and all electrical items utilized for the temporary installation are not to be billed as material to the City. The maintenance contractor shall retain the pole and all electrical items upon removal.

Upon installation of the permanent replacement pole, the temporary pole and all other temporary electrical item installations shall be removed. The removal cost shall be included in the unit price bid for the temporary pole installation.

Removal and disposal of the damaged electrical items, as well as any concrete / asphalt material excavated, shall be paid under the appropriate items in the Schedule of Quantities and Unit Prices, Section EM1.

Basis for Payment

Where the maintenance contractor supplies the material because the City has no inventory or does not have sufficient quantities of such material, the material cost plus a 5% markup shall be invoiced. Invoices shall clearly outline the 5% material mark-up separately from the unit cost. Invoice submissions shall include supporting invoices for materials.

Material invoices shall exclude consumable items such as nuts, bolts, washers, tape, clamps, sealant, etc. These items shall have been deemed to have been included in the unit bid prices for item installations. Acceptable products and/or manufacturers shall be as noted on the City's current street lighting inventory list (Appendix B). Proposed alternatives shall be submitted in writing to the Contract Administrator for approval.

The unit price labour bid for each item shall include all labour and equipment required to complete the full replacement or repair of each item as specified. Where required, the unit price bid shall include provisions for the completion of the photometric calculations.

Removal and disposal of the electrical items, and concrete / asphalt material shall be paid under the appropriate items in the Schedule of Quantities and Unit Prices, Section EM1.

### **EM3. WORK ITEMS (INSPECTION OF ELECTRICAL EQUIPMENT/MATERIAL AND GENERAL MAINTENANCE)**

The provisions of OPSS 617 shall apply except as amended or extended herein:

#### Inspection

All inspection and maintenance work shall follow the City of Niagara Falls Street Lighting Design and Construction Guidelines. A copy of the guidelines has been provided as Appendix A. The following minimum maintenance activities shall be undertaken at regular intervals as instructed by the Contract Administrator:

- Complete a visual inspection of the street light pole, luminaire and all associated accessories using the City's rating system. The rating criteria will be developed with the City at the preconstruction meeting.
- Perform maintenance activities including:
  - Retighten the davit arm bolts, banner arm bolts, and flower basket arm bolts.
  - Retighten the davit arm lag bolt on wood poles or replace banding on concrete poles.
  - Torque all loose anchor bolt nuts and check for base plate weld corrosion.
  - Retighten the streetlight secondary clevises.
  - Retie the streetlight secondary to the spool insulator as required.
  - Retighten the streetlight fixture to the davit arm as required.
  - Install inline fuses, new lamps or ballasts as needed.
  - Clean and wash luminaire.
- Report any other defects to the City of Niagara Falls.
- Record all observations and the date of inspection on the City's Form #1: Street Light Inspection. A copy of this form has been included at the end of this section.

#### Basis for Payment

The unit price labour bid for each item shall include all labour and equipment required to complete the full replacement or repair of each item as specified. Where required, the bid shall include provisions for the completion of photometric calculations.

### **EM4. MANAGEMENT**

Section EM4 calls for a lump sum fee for all administrative items required to carry out the contract which consists of the following:

- Submit the City's Form #2: Street Light Change Report for each work order immediately after the completion of the work. A copy of this form has been included at the end of this section.
- Attend safety meetings (12 per year).

- Attend a pre-construction meeting (one per year). The preconstruction meeting shall provide the contractor with the City's proposed maintenance schedule for the year and will outline the City's expectations regarding the maintenance program.
- Attend a reconciliation meeting at the end of the 4 year contract term.
- Site meetings with the Contract Administrator as necessary.

### Reporting

For all maintenance work, the contractor shall submit to the City Form #2: Street Light Change Report. The form shall be submitted at the completion of the task and shall reference the work order number assigned by the City. Each submission shall include photos and or sketches of aboveground and underground plant where required. Sketches shall provide offsets and depths of all underground and aboveground plant. Revisions to the City's street lighting drawings and database shall be performed by City staff. A copy of this form has been included at the end of this section.

The Contractor shall provide a second copy of the report to NPEI. All markings and identification of street lighting circuits and pole numbers shall be carried out by NPEI.

If the work order included changes to the Niagara Region's street light system, the Contractor shall provide a third copy of the report to Regional Staff. The ownership of the pole will be identified in the City's work order.

Contact information for both the NPEI and the Niagara Region will be provided to the contractor at the preconstruction meeting.

### General

The contractor shall note that they will be permitted to bid on the installation and construction of wiring, pole installation, fixture and bulb supply and installations for all private subdivision development projects, or city and regional road reconstruction projects which require the services of a street lighting contractor. The contractor's standing with respect to this contract will not be prejudiced by the fact that they may be carrying out new street lighting reconstruction or construction projects for City capital projects or subdivision developers. The City shall exercise its discretion and authority to ensure that there is no conflict in undertaking such work and that no unfair advantage will be gained by the maintenance contractor by accepting capital and subdivision works.

### Capital Asset - Inventory Process

Should the successful bidder be the previous Contractor for the City, at the time of the award of tender a full inventory of municipally provided material will be made available to the City. This inventory/capital asset listing is to be reviewed by the Manager of Roadways to ensure proper reconciliation.

The successful maintenance contractor will be required to adhere to the following inventory reconciliation process:

1. Each time inventory is picked up at the City of Niagara Falls Municipal Service Centre, the bidder must provide the Manager of Roadways and the Manager of Procurement with a list of items obtained on the City's Form #3 Street Light Inventory Reconciliation. A copy of this form has been included at the end of this section.
2. On each invoice billed back to the City, parts and quantities obtained from the City must be itemized and identified as such. Item quantities shall correspond to the completed form supplied at the time of material pickup.

The above process shall remain in force until the City's inventory has been depleted or unless otherwise directed in writing by the contract administrator. A listing of the City's current street lighting inventory has been provided in Appendix B.

Access to the City's existing street lighting system database has been provided in Appendix C. An updated database will be provided to the successful Contractor upon award.

#### Niagara Peninsula Energy Inc.

The maintenance contractor shall allow their staff to attend relevant Niagara Peninsula Energy Inc. (NPEI) regular safety meetings. Cost of contractor's staff attending hydro safety meetings shall be included in the management fee.

It shall be a condition of the contract that all work crews shall be in direct communication with the NPEI via the hydro's radio frequency. The successful contractor shall rent, lease or purchase radios with the hydro's frequency. They shall equip, train, and license their personnel in the proper use of these radios. There shall be no direct remuneration for this item as it is regarded as equipment necessary for this project.

#### Niagara Region

The contractor may be assigned maintenance work on Niagara Region infrastructure within the City of Niagara Falls. Such work will be identified as Regional by the Contractor Administrator. The contractor will be required to identify Regional work on all invoices and provide appropriate monthly street light summary reports.

The City of Niagara Falls and the Niagara Region own the traffic system signal systems within the City of Niagara Falls; however, the Region maintains all traffic signal systems throughout the City. Where City luminaires are to be mounted on traffic signal poles, the Region has provided space for mounting the luminaire bracket on the pole. The Region usually provides a 2-pole breaker at their power supply location to provide 120-volt power to their traffic signal controller. The second pole of this breaker may be used to power only those luminaires that are mounted on the traffic signal poles. All luminaires that are mounted on traffic signal poles and are fed underground are to be fused in the pole base.

The maintenance contractor shall co-ordinate all power requirements with the Region and shall obtain permission to access their power supply cabinets.

### Ministry of Transportation

The Ministry of Transportation of Ontario (MTO) may own one or more traffic signal installations within the City of Niagara Falls. Where necessary, the maintenance contractor shall co-ordinate all power requirements with the Region and shall obtain permission to access their power supply cabinets.

### Basis for Payment

One twelfth of the lump sum fee shall be billed monthly. No other remuneration will be forthcoming for this work. Delayed submission of the monthly summary report to the City, Region or NPEI may result in delayed payment.

The contractor shall supply equipment and manpower necessary to permit the City, at its discretion, to spot-check any completed maintenance work. The contractor shall separately invoice the City for the labour and equipment necessary to complete this work.

### **EM5. HOURLY RATES**

These rates shall apply when tasks assigned by the Contract Administrator do not fall under any of the items as described in Sections EM1 through EM4. Rates shall be inclusive of all labour with all burdens included, all vehicle costs (including; fuel, insurance, certification, etc.), and all overhead and profit markups. The Contractor shall note that the City will not pay rates above the OPSS SECTION 127 rates for equipment.

### Regular Hours of Work

The work outlined in all sections of the contract, with the exception of Emergency Call Outs, shall be carried out on a daily basis, Monday to Friday, 8am to 4:30pm, excluding statutory holidays. 'Mandatory' work completed at all other times shall be considered emergency works.

### Emergency Call Out

Emergency call out unit prices shall include all labour, material and equipment necessary to complete the work. These prices shall apply to work designated by the Contract Administrator which must be completed, either:

- a. After normal working hours between the hours of 4:30 pm and 8:00 am on designated work days and at anytime on a Saturday, Sunday or Statutory Holiday;  
or
- b. During normal work hours between the hours of 8:00 am to 4:30 pm from Monday to Friday.

Emergency call out during normal working hours will be considered when the contractor is required to respond to a call when he is not currently performing other maintenance activities for the City. Additional hours will be permitted to be added to the time to complete repairs or make safe the emergency for start-up and shut down time. The

additional time will not exceed 2 hours. Time submitted under this item will be in one-half hour increments. Emergency items that can be made safe will then be repaired under the other sections at those unit prices during normal working hours. No payment will be made for supervisory staff in attendance at a call out above those noted.

Either the City or Niagara Peninsula Energy Inc. may make emergency call out requests. The contractor shall respond in either case.

Niagara Peninsula Energy Inc. may at its discretion, when attending the same emergency call-out, make safe the situation until repairs can be carried out during normal working hours under the other sections of the contract. No payment will be made to the contractor when Niagara Peninsula Energy Inc. elects to complete the repairs.

#### Technical Services Meetings

This item shall be used when the maintenance contractor is requested to provide his electrical expertise and assistance during the planning and design stages of proposed projects. This shall include review of engineering drawings and design, attendance at meetings and consultation during construction.

#### Technical Services Inspections

This item shall be used when the maintenance contractor is requested to provide inspection of street lighting construction for capital installations and new developments (subdivisions, etc.). Inspection duties will be on an as needed basis. The maintenance contractor will be required to record pertinent information while on site and provide this information back to the City for inclusion in the project file. The unit price bid for this item shall include provision for the completion and distribution of requested documentation.



**City of Niagara Falls**  
**Street Light Maintenance Contract**  
**Form #1: Street Light Inspection**

Work Request # \_\_\_\_\_

Date Inspected \_\_\_\_\_

Inspected By \_\_\_\_\_

Visually Inspected	NA	Very Poor	Poor	Fair	Good	Very Good	Comments
Luminaire(s)							
Assembly							
Base							
Pole							
Davit Arm(s)							
Banner Arm							
Basket Arm							

Maintenance Performed	Yes	No	NA	Photo	Comments
Tighten davit arm bolts					
Tighten banner arm bolts					
Tighten flower basket arm bolts					
Tighten davit arm lag bolt					
Replace banding on concrete pole					
Torque loose anchor bolt nuts					
Check base plate weld corrosion					
Tighten streetlight secondary clevises					
Retie secondary to spoon insulator					
Tighten fixture to davit arm					
Install inline fuse					
Install new ballast					
Install new lamp					
Clean and wash luminaire					

**Record Information**

Street Name \_\_\_\_\_

House Number, if applicable \_\_\_\_\_

Side of Road \_\_\_\_\_

Location Type \_\_\_\_\_

City Street Light(s) ID No(s) \_\_\_\_\_

City Street Pole ID No \_\_\_\_\_

Hydro Pole ID Number \_\_\_\_\_

Pole Serial Number \_\_\_\_\_

Luminaire Wattage (per light) \_\_\_\_\_

Luminaire Manufacturer \_\_\_\_\_

Luminaire Serial Number \_\_\_\_\_

Ownership \_\_\_\_\_

Pole Material (circle one)      *Wood*      *Steel*      *Aluminum*      *Concrete*      Other Material \_\_\_\_\_

Pole Finish (circle one)      *Etched*      *Polished*      *Molded*      Other Finish \_\_\_\_\_

Mounting (circle one)      *Direct Buried*      *Base Mounted*      Metered (circle one)      Yes      No

Number of Lights per Pole \_\_\_\_\_

Number of Arms per Pole \_\_\_\_\_

Flower Basket Arm (circle one)      Yes      No

Banner Arm (circle one)      Yes      No

**GENERAL COMMENTS:**

\_\_\_\_\_

\_\_\_\_\_



City, Region, Other	Pole ID Number	Hydro ID Number	Owner	Street No.	Street	Side of Road	Location Type	Location Description	Fill in for New Fixtures											
									Niagara Falls ID of Fixture Being Replaced	Fixture Type	Fixture Style	Fixture Height (from Ground) (m)	Utility Provider	Wattage	Serial No.	Manufacturer	Manufacturer Warranty Provider	Manufacturer Warranty Contact	Warranty Expiry	

Fill in for New Poles																			
Niagara Falls ID of Pole Being Replaced	Pole Type	Pole Manufacturer	Serial No.	Material	Finish	Mount	Pole Class	Pole Position	Pole Usage	Base Type	Base Material	Base Cover	Metered	Number of Arms	Number of Lights	Banner Arm Y/N	Flower Basket Y/N	Garbage Receptacle Y/N	

Fill in for New Arms					Fill in for Wiring					Comments
Niagara Falls ID of Arm Being Replaced	Banner Y/N	Basket Y/N	Number of Arms	Number of Lights	Wire Gauge	Wire Length	Fuse Type	Control Type	Wire Installation Type	

Note: As part of each completed submission, a sketch of the completed work(s) is required. Please use the sketch form for each required location.





**City of Niagara Falls**  
**Street Light Maintenance Contract**  
**Form #2A: Sketch Document for Completed Works**

City Work Order Number \_\_\_\_\_

Date Work Performed \_\_\_\_\_

Date \_\_\_\_\_

Contractor Invoice Number \_\_\_\_\_

ID No.(s)	ID Type(s)	Street No.	Street Name	Side of Road

SKETCH



SAMPLE

Drawn By:



**City of Niagara Falls**  
**Street Light Maintenance Contract**  
**Form #3: Street Light Inventory Reconciliation**

Date: \_\_\_\_\_

Contractor: \_\_\_\_\_

Material ID No.	Material Item Description	Unit	Quantity Taken	Depleted (Y/N)

SAMPLE