# Project information

Project Number; . . . . . . . . . . . . . . . .

RFT Number; . . . . . . . . . . . . . . . . . .

**Project title;**

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**Superintendent;**

Name; . . . . . . . . . . . . . . . . . . . . . . . . . .

Phone number; . . . . . . . . . . . . . . . . . . .

**Contact person** (Project Manager/Officer)

Name; . . . . . . . . . . . . . . . . . . . . . . . .

Phone number; . . . . . . . . . . . . . . . . . . .

# Schedule 1 – Hold Points

| **SCHEDULE 1 – HOLD POINTS** |
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| **CLAUSE TITLE** | **CLAUSE** | **PAGE No** | **INITIALS** | **DATE** |
| **1 MISCELLANEOUS PROVISIONS** |
| CONTRACTOR’S ENVIRONMENTAL MANAGEMENT PLANRefer to the Standard Specification for Environmental Management. Submission of the Contractor’s Environmental Management Plan is a **Hold Point**. | 1.6.2 | 13 |  |  |
| VOLATILE SUBSTANCES MANAGEMENTProvide details of the volatile substances proposed to be brought in to the area(s) subject to Volatile Substance Abuse Management Plan(s) and provide details of the proposed methods for complying with the requirements of any applicable Volatile Substance Abuse Management Plan(s).This clause is applicable only in areas where Volatile Substance Abuse Management Plan(s) are in place. | 1.9 | 14 |  |  |
| PERMITS TO ACCESS LAND FOR WORKS ON ROADSThe Contractor must provide documentary evidence of having been granted the required permission(s) to;* enter the land which is the site(s) of the works, and
* enter any other lands for ancillary activities related to the works, and
* carry out the works and works related ancillary activities.

Do not enter the land until this evidence has been received by the Superintendent. | 1.10 | 14 |  |  |
| PERMITS TO ACCESS LAND FOR WORKS ON ROADSProvide documented advice on sites to which surplus materials will be taken. Provide documentary evidence of permits, from the entities and/or organisations with jurisdiction over those sites, for the dumping of surplus materials at those sites. | 1.10 | 14 & 15 |  |  |
| CAMP SITE/COMPOUND/WORKSHOPProvide a copy of written permission from the owner or lessee of the land permitting establishment and operation of a camp site, compound and/or workshop, before commencing works. | 1.11 | 15 |  |  |
| FOOD PREPARATION FACILITIESProvide a copy of proof of registration with DoH of any camp food preparation area in accordance with the *Food Act 2004*. | 1.11.1 | 15 |  |  |
| EFFLUENTProvide a copy of written approval from Department of Health (DoH) for any proposed on-site effluent disposal system, before commencing works. | 1.11.3 | 15 |  |  |
| EFFLUENTWhere the use of septic tanks or portable toilets is not reasonable or practical, pit toilets may be used, but this requires the prior written approval of the Superintendent | 1.11.3 | 15 |  |  |
| REHABILITATIONObtain approval from the Superintendent for the completed rehabilitation of the camp site/compound/workshop before final demobilisation. | 1.11.4 | 16 |  |  |
| EXTRACTION AREAS AND WATER SOURCES – EXTRACTION AREAS LOCATIONSComplete the Gravel Extraction Pit Management Plan and submit it to the Superintendent prior to any material removal. | 1.13.3 | 17 |  |  |
| EXTRACTION AREAS AND WATER SOURCES – EXTRACTION AREAS LOCATIONSSubmit copies of all clearances and approvals to the Superintendent, except for those obtained by the Superintendent and provided to the Contractor. | 1.13.3 | 17 |  |  |
| EXTRACTION AREAS AND WATER SOURCES – EXTRACTION AREAS LOCATIONSProvide to the Superintendent documents detailing the proposed pit positions prior to the establishment of new pits. | 1.13.3 | 17 |  |  |
| EXTRACTION AREAS AND WATER SOURCES – APPROVALS FOR EXTRACTION AREASPrior to commencing any work on or in extraction areas, either new or existing, provide documentary evidence to the Superintendent that the relevant approvals have been ascertained or obtained. | 1.13.4 | 17 |  |  |
| EXTRACTION AREAS AND WATER SOURCES – APPROVALS FOR EXTRACTION AREASCreation or use of existing extraction areas for fill or gravel within the road reserve not supplied by DIPL require the written approval from the Superintendent before use. | 1.13.4 | 17 |  |  |
| EXTRACTION AREAS AND WATER SOURCES – EXTRACTION AREA MANAGEMENT PLANThe completed Extraction Area Management Plan must be submitted to the Superintendent for approval before any works commence. | 1.13.5 | 17 |  |  |
| EXPLOSIVESProvide evidence of the following requirements of NT Worksafe:* License to carry and store explosives.
* Vehicle license to carry explosives.
* Shot Firer’s certificate.
 | 1.14 | 19 |  |  |
| WORK HEALTH AND SAFETY MANAGEMENT PLANIf the Act requires it, provide a Work Health and Safety Management Plan within 14 calendar days of award of the contract. Do not commence works until the Superintendent has advised that the Work Health and Safety Management Plan may be used. | 1.16.2 | 21 |  |  |
| UTILITIES AND OTHER SERVICES PASSING UNDER EXISTING PAVEMENTSIf the pavement is to be subjected to works, and open trenching for the routing of utilities or services is proposed, and has not been approved as part of the works, obtain approval from the Road Authority and the Superintendent before undertaking any excavation works for trenching across the existing pavement. | 1.18 | 22 |  |  |
| WORK ON RAILWAY SITESDo not commence work until the work plan has been approved by the owner and operator of the rail system. Provide copies of the work plan and of the approval to carry out the works to the Superintendent. | 1.21 | 23 & 24 |  |  |
| WORK NEAR TRAFFIC COUNTING STATIONSPrior to commencing any excavation, boring of holes, blasting, rock breaking, soil compaction or similar activity in the vicinity of traffic counter station detector loops, obtain the location of the cables. | 1.22 | 24 |  |  |
| WARRANTY MARKINGS ON PRODUCTSObtain Superintendent approval prior to the use of product markings as warranty certificate. | 1.28.1.2 | 25 |  |  |
| CONTRACTOR’S ENVIRONMENTAL MANAGEMENT PLAN (CEMP)Submit details of procedures to protect the environment. Refer to the Standard Specification for Environmental Management. Submission of a Contractor’s Environmental Management Plan (CEMP) may be required. | 1.28.5 | 27 |  |  |
| CONTRACTOR’S SUBMISSIONSProvide copies of permits, and approvals, for works, and associated activities, proposed to be carried out in areas not in the road reserve before commencing any proposed works, and activities. | 1.28.10 | 28 & 29 |  |  |
| AS CONSTRUCTED INFORMATIONProvision of As Constructed information is a condition precedent to Practical Completion. | 1.35 | 30 |  |  |
| **2 PROVISION FOR TRAFFIC** |
| TRAFFIC MANAGEMENT PLAN - SUBMISSION OF TRAFFIC MANAGEMENT PLANSubmit the Traffic Management Plan (TMP), with the Traffic Guidance Schemes. | 2.6.2 | 38 |  |  |
| TRAFFIC MANAGEMENT AUDIT REQUIREMENTS - SUITABILITY AUDIT REQUIREMENTSThe Traffic Management Plan must not be implemented before it is audited for suitability and found to be suitable. | 2.8.2 | 42 |  |  |
| TRAFFIC MANAGEMENT AUDIT REQUIREMENTS - SUITABILITY AUDIT REQUIREMENTSWorks must not commence before the Traffic Management Plan is audited for suitability and found to be suitable. | 2.8.2 | 42 |  |  |
| TRAFFIC MANAGEMENT AUDIT REQUIREMENTS - NOTICE OF IMPLEMENTATIONProvide the Superintendent with copies of all audit reports confirming conformance, or indicating non-conformance, with specifications, Standards, and requirements for each implemented TGS within 24 hours of implementation. | 2.8.6 | 44 |  |  |
| TRAFFIC MANAGEMENT AUDIT REQUIREMENTS - NOTICE OF IMPLEMENTATIONProvide the Superintendent with copies of all audit reports confirming conformance, or non-conformance, with specifications, Standards, and requirements for each significant change within 24 hours of implementation. | 2.8.6 | 44 |  |  |
| TRAFFIC MANAGEMENT AUDIT REQUIREMENTS - NOTICE OF IMPLEMENTATIONThe Contractor shall rectify the significant/urgent non-conformance in the time instructed by the Superintendent. If the Contractor fails to rectify the non-conformance the Superintendent may engage others to rectify the non-conformance, and the associated costs shall become a debt due and payable to the Principal. | 2.8.6 | 44 |  |  |
| TRAFFIC MANAGEMENT AUDIT REQUIREMENTS - NOTICE OF INDEPENDENT THIRD PARTY AUDITSNotify Superintendent and submit revised TGSs & TMPs to DIPL Road Operations for appraisal. | 2.8.7 | 44 |  |  |
| AMENDMENTS TO TRAFFIC MANAGEMENT PLANSModified TMPs must be audited for suitability by a Panel Period Audit Consultant, or appraised by DIPL Road Operations if Traffic Management audits are not required under the contract, before implementation of the modified TMP. | 2.10 | 46 |  |  |
| AMENDMENTS TO TRAFFIC MANAGEMENT PLANSModified traffic management control measures must be audited for compliance by a Panel Period Audit Consultant, or appraised by DIPL Road Operations if Traffic Management audits are not required under the contract, before works resume. | 2.10 | 46 |  |  |
| WORK IN RURAL AREASUndertake work during daylight hours only unless approval is given by the Superintendent. Approval will only be granted in exceptional circumstances. | 2.11 | 47 |  |  |
| WORK IN BUILT UP AREAS - WORKING TIMESObtain Superintendent approval if proposing to work during the restricted work hours. | 2.12.1 | 47 |  |  |
| WORK IN BUILT UP AREAS - TRAFFIC LANESProvide a copy of all relevant approvals with the Traffic Management Plan. | 2.12.2 | 47 |  |  |
| WORK IN BUILT UP AREAS - LANE CLOSURESDo not use bullnose or V type barriers unless no other option is available. Obtain permission from the Superintendent to use bullnose or V type barriers before placing them on site. | 2.12.3 | 47 |  |  |
| NIGHT ILLUMINATIONSections of the roadway, including detours and side tracks, affected by Work Zone Traffic Management, must be illuminated at night to AS 1742.3, if* night works are in progress, and/or
* if signage left on site overnight is not illuminated by the headlights of vehicles approaching the signs.

Illumination to be 10 lux minimum at ground level. | 2.13 | 48 |  |  |
| NT SPECIFIC DIRECTIONS FOR ROAD WORK SIGNS - NON-STANDARD SIGNSObtain specific approval from the Superintendent before using signs not included in AS 1742.3. | 2.15.4 | 50 |  |  |
| NT SPECIFIC DIRECTIONS FOR ROAD WORK SIGNS - PORTABLE VARIABLE MESSAGE SIGNS (VMS)Provide details of the messages to be displayed and the locations of the variable message signs. Provide wording for advance warning message(s) and wording for message(s) to be displayed during the works. Do not use any VMS until the messages to be displayed have been approved. Do not use any VMS until the proposed location and orientation of the VMS has been approved. Provide this information not less than 5 working days before the VMSs are to be put in to service for the project. | 2.15.5 | 50 |  |  |
| NT SPECIFIC DIRECTIONS FOR ROAD WORK SIGNS - TEMPORARY SPEED LIMITSSubmit temporary speed limit authorisation applications to alter speed limits to the Superintendent, 5 working days prior to the implementation of temporary speed limits, for approval under the *Control of Roads Act 1953*. | 2.15.7 | 51 |  |  |
| NT SPECIFIC DIRECTIONS FOR ROAD WORK SIGNS - ROAD SAFETY BARRIERSProvide a statement, signed by your engineer, and signed by the author of the Traffic Management Plan, which states that the Road Safety Barriers proposal complies with AS 1742.3, and with AS/NZS 3845.1, and with AS/NZS 3845.2, and with the specifications and installation manuals from the manufacturers of the components proposed to be used in the Road Safety Barriers system. Provide the Traffic Management Plan with this statement. | 2.15.8 | 52 |  |  |
| DETOURS, SIDE TRACKS, AND CROSSOVERSObtain written approval from the Superintendent before commencing any works. | 2.18 | 54 |  |  |
| TEMPORARY BRIDGINGObtain written approval from the Regional Manager, Road Projects prior to commencement of any such works. | 2.21 | 56 |  |  |
| TEMPORARY BRIDGINGProvide copies of approvals obtained by Contractor to the Superintendent prior to the commencement of the works. | 2.21 | 56 |  |  |
| CONTRACTOR’S PLANT AND EQUIPMENTOn roads carrying significant traffic, floodlight the road and area within 50 m of the site when working at night, if approved by the Superintendent, to a ground level luminance of 10 lux minimum. | 2.22 | 56 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC SIGNALSObtain clearances from the Department’s Traffic Section, ph. 8999 4402, prior to commencement of the works. Co-ordinate your works activities with the Department's Traffic Section for the duration of the works. | 2.24.1 | 58 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC SIGNALS - WORKS UNDERTAKEN DURING WORKING HOURSProvide copies of the endorsed TGSs, and contact the Traffic Section, by phone on 8999 4402, not less than one working day prior to the commencement of work. | 2.24.1.1 | 58 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC SIGNALS - WORKS UNDERTAKEN DURING WORKING HOURSIf the traffic signals need to be re-mapped, or other traffic controls implemented, advise the Traffic Section not less than one working day prior to the commencement of work. | 2.24.1.1 | 58 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC SIGNALS - WORKS UNDERTAKEN DURING WORKING HOURSAdvise the Traffic Section about the planned lane closures by phone immediately before installing traffic control on the day the works are to be carried out. | 2.24.1.1 | 58 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC SIGNALS - WORKS UNDERTAKEN DURING WORKING HOURSAdvise the Traffic Section immediately before traffic control is removed. | 2.24.1.1 | 58 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC SIGNALS - WORKS UNDERTAKEN OUTSIDE WORKING HOURSProvide copies of the endorsed TGSs, and contact the Traffic Section, not less than one working day prior to the commencement of work. | 2.24.1.2 | 58 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC SIGNALS - WORKS UNDERTAKEN OUTSIDE WORKING HOURSIf the traffic signals need to be re-mapped, or other traffic controls implemented, co-ordinate directly with the Traffic Section not less than one working day prior to the commencement of work. | 2.24.1.2 | 58 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC SIGNALS - WORKS UNDERTAKEN OUTSIDE WORKING HOURSAdvise the Traffic Section after-hours contact officer about the planned lane closures, using the after-hours phone number provided, immediately before installing traffic control, on the day the works are to be carried out | 2.24.1.2 | 58 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC SIGNALS - WORKS UNDERTAKEN OUTSIDE WORKING HOURSAdvise the Traffic Section after-hours contact officer, on the after-hours phone number provided, immediately before traffic control is removed. | 2.24.1.2 | 58 & 59 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - VARIABLE SPEED LIMIT ZONESObtain clearances from the Department’s Traffic Section, ph. 8999 4402, not less than five working days prior to commencing works. | 2.24.2 | 59 |  |  |
| TRAFFIC SIGNALS, INTELLIGENT TRANSPORT SYSTEMS (ITS), VARIABLE SPEED LIMIT ZONES, AND TRAFFIC COUNT STATIONS - TRAFFIC COUNT STATIONSPrior to the commencement of work within the trafficked lanes and within 50 m of traffic counters or within 20 m, in any direction, of any component of the traffic count equipment, whether located in or on the trafficked lanes, shoulders, nature strips, and/or medians, or located in another type of area, obtain a clearance to commence the works from Department's Maintenance Section for the region in which the works are located, and with either the Superintendent or with the Maintenance Manager (phone 8999 4660). | 2.24.3 | 59 |  |  |
| PORTABLE TRAFFIC SIGNALSComplete and provide the Portable Traffic Signal Authorisation (PTSA) form, included in the application for a Permit to Work in the Road Reserve document, to seek formal approval from the Superintendent to use the proposed portable traffic signals and the proposed time settings, not less than 5 working days prior to the intended use of the portable traffic signals. Do not use any PTSs on site until an authorised Departmental Officer has signed off the PTSA form. | 2.25 | 59 |  |  |
| PORTABLE TRAFFIC SIGNALS - TEMPORARY SPEED LIMITSWork zone speed limits require approval from the Superintendent prior to implementation. | 2.25.1 | 60 |  |  |
| **3 EARTHWORKS AND DRAINAGE MAINTENANCE** |
| EARTHWORKS IN CUT – ROCKObtain agreement from the Superintendent to the extent of the excavation. | 3.5.2 | 62 |  |  |
| EARTHWORKS IN CUT – UNSUITABLE MATERIAL AND/OR WEATHERED ROCKObtain directions from the Superintendent before works commence. | 3.5.3 | 63 |  |  |
| EARTHWORKS IN FILL – PREPARATION PRIOR TO FILLINGOnce moisture conditioned and compacted, subject each lot to a proof roll, with the Superintendent in attendance, as specified in the Proof Rolling sub-clause of the Conformance clause in this work section. | 3.6.2 | 63 |  |  |
| REMOVAL OF EXCESS MATERIALObtain approval from Superintendent prior to hauling and dumping and spreading excess material. | 3.8 | 65 |  |  |
| CONFORMANCE - PROOF ROLLINGSubmit a proof rolling procedure to the Superintendent for approval including the proposed method of preparing the areas, the extent of proof rolling, and details of the plant and / or equipment proposed to be used. | 3.12.2 | 67 |  |  |
| CONFORMANCE - CONFORMANCE TESTINGObtain the Superintendent’s approval of subgrade conformance prior to placing further material. | 3.12.3 | 68 |  |  |
| **4 CONFORMANCE TESTING** |
| CONFORMANCE TESTING – ITP SUBMISSIONSubmit: ITPs, detailing all procedures and test plans to be undertaken to complete the project, before commencing work. | 4.4 | 72 |  |  |
| **5 GRADING AND GRAVEL SHEETING** |
| CONFORMANCE OF GRAVEL SHEETING - PROOF ROLLING PROCEDURESubmit a proof rolling procedure to the Superintendent for approval including the method of preparing an area and the extent of proof rolling. | 5.15.2 | 95 |  |  |
| CONFORMANCE OF GRAVEL SHEETING - CONFORMANCE TESTINGObtain the Superintendent’s approval for pavement conformance prior to any surfacing work. | 5.15.4 | 96 |  |  |
| **6** **STABILISATION MAINTENANCE** |
| MATERIALS – ADDITIVESUse additives only with the approval of the Superintendent. | 6.5.2 | 98 |  |  |
| IN-SITU STABILISATION – SPREADINGAssess spread rate based upon test results of materials to be stabilised. Obtain the Superintendent's approval of the spread rate. | 6.6.4 | 99 |  |  |
| IN-SITU STABILISATION – MIXINGFor small areas in remote locations obtain Superintendent's approval for use of alternative plant suitable for the particular situation, including rotary hoes and graders. | 6.6.5 | 99 |  |  |
| CONFORMANCE – TESTINGObtain the Superintendent’s approval for conformance of the stabilised layer prior to priming. | 6.9.2 | 102 |  |  |
| **7 SPRAY SEALING MAINTENANCE** |
| SPRAYING - APPLICATION SPRAY RATESDo not commence spraying until the spray rates are advised by the Superintendent. | 7.15.3 | 114 |  |  |
| APPLICATION OF AGGREGATEObtain approval from the Superintendent for use of the proposed aggregate loader before commencing aggregate loading operations. | 7.16 | 115 |  |  |
| APPLICATION OF AGGREGATE - SELF-PROPELLED MULTI RUBBER TYRED VIBRATING ROLLERSObtain Superintendent’s approval for the use of self-propelled multi rubber tyred vibrating rollers before using them. | 7.16.4 | 117 |  |  |
| **8** **BITUMINOUS SURFACE MAINTENANCE** |
| REPAIR OPERATIONS - TEMPORARY PATCHINGTemporary patching with aggregate and emulsion requires approval of the Superintendent. For such work, keep traffic off the patch until patch is stable. | 8.6.2 | 123 |  |  |
| SPRAY SEALING – AREAS LESS THAN 300m² - SPRAYINGDo not commence spraying until the Superintendent is advised and gives approval to the proposed application spray rates. | 8.16.2 | 134 |  |  |
| SPRAY SEALING – AREAS LESS THAN 300m² - APPLICATION OF AGGREGATEObtain approval from the Superintendent for use of the proposed aggregate loader before commencing aggregate loading operations. | 8.16.6 | 135 |  |  |
| **9 CONCRETE MAINTENANCE** |
| MATERIALSProvide manufacturer's test certificates for quality of cement, aggregate and reinforcement. | 9.5 | 138 |  |  |
| MATERIALS - CHEMICAL ADMIXTURESDo not use admixtures without obtaining prior written approval from the Superintendent. | 9.5.5 | 138 |  |  |
| MATERIALS - REINFORCEMENTDo not place concrete until the reinforcement has been inspected by the Superintendent. | 9.5.6 | 138 |  |  |
| HANDLING AND PLACINGProvide verification that all constituent materials, formwork, falsework, reinforcement, and environmental conditions comply with all requirements. Do not cast any concrete without that verification. | 9.11 | 140 |  |  |
| EXISTING SERVICESObtain the Superintendent’s approval before altering the line or level of existing services. | 9.16 | 142 |  |  |
| **10 DRAINAGE MAINTENANCE** |
| MATERIALS - PRECAST REINFORCED CONCRETE BOX CULVERTSProvide drawings showing complete reinforcement and dimensions with tolerances and obtain the Superintendent’s approval prior to fabricating any units. Provide manufacturer’s certification that the provided culverts comply with the applicable sections of AS 5100.5 and with AS 1597. Certify that the design is reflected accurately by the shop drawings and that the design is adequate to resist all specified loads and the soil loads pertaining to the site. | 10.5.3 | 145 |  |  |
| CONSTRUCTION OF CULVERTS AND STRUCTURES - SETTING OUTObtain the Superintendent's approval for the setting out before construction. | 10.6.1 | 146 |  |  |
| CONSTRUCTION OF CULVERTS AND STRUCTURES – BACKFILLDo not place backfill against any in‑situ concrete structure until the concrete has attained 80% characteristic strength and approval has been given. | 10.6.10 | 148 |  |  |
| SUBSOIL DRAINS - LAYING AND BACKFILLINGObtain Superintendent's approval of the pipe installation before backfilling. | 10.11.5 | 150 |  |  |
| **11** **PROTECTION WORKS MAINTENANCE** |
| STONE PITCHING - GROUTED STONE PITCHINGObtain Superintendent's approval before grouting. | 11.8.2 | 154 |  |  |
| **12** **ROAD FURNITURE MAINTENANCE** |
| FLEXIBLE GUIDE POSTS – SAMPLESProvide a sample flexible guide post from each batch purchased for this contract for inspection and approval before installing any posts. | 12.9.5 | 165 |  |  |
| FLEXIBLE GUIDE POSTS – TESTSSubmit test results to the Superintendent in respect to the following characteristics before ordering the guide posts:* Heat resistance.
* Cold resistance.
* Rigidity
* Vehicle impact.
 | 12.9.8 | 166 & 167 |  |  |
| STEEL GUIDE POSTS – SAMPLESProvide a sample flexible steel guide post from each batch purchased for this contract for inspection and approval before installing any posts. | 12.10.5 | 169 |  |  |
| STEEL GUIDE POSTS – TESTSTest results are to be provided as for Flexible Guide Posts detailed in this work section.(Submit test results to the Superintendent in respect to the following characteristics before ordering the guide posts:* Heat resistance.
* Cold resistance.
* Rigidity
* Vehicle impact.)
 | 12.10.8 | 170 |  |  |
| ROAD SIGNS – MANUFACTURE, SUPPLY, AND DELIVERY – MATERIALS – Anti-graffiti coatingObtain Superintendent’s approval for the use of the anti-graffiti films or coating products. Apply anti-graffiti products only to the new road signs specified by the Superintendent. | 12.12.3 | 171 & 172 |  |  |
| ROAD SIGNS – INSTALLATION AND MAINTENANCE - DAILY LOGSubmit for Superintendent approval a suitably designed format for daily log books prior to commencing works under the Contract | 12.14.15 | 177 |  |  |
| ROAD SAFETY BARRIERS – STEEL WIRE ROPE SYSTEMObtain Superintendent’s approval for any proposed Steel Wire Rope Road Safety Barrier System before ordering any components. | 12.23 | 180 |  |  |
| **13 PAVEMENT MARKING MAINTENANCE** |
| PAVEMENT MARKING PAINTSubmit Certificates of Compliance, issued by an accredited testing authority, stating that all paints being used comply with the relevant Australian Standards and/or APAS specifications. | 13.6 | 184 & 185 |  |  |
| GLASS BEADSSubmit Certificates of Compliance, issued by an accredited testing authority, stating that the glass beads being used comply with, the relevant Australian Standards and APAS specifications | 13.7 | 185 |  |  |
| PAVEMENT MARKING CONFORMANCE TOLERANCESProvide evidence that the pavement marking complies with the requirements of this specification. | 13.10 | 186 |  |  |
| THERMOPLASTIC MATERIALSApproval from the Department’s Executive Director Civil Delivery is required before thermoplastic materials are used. | 13.12 | 189 |  |  |
| COLD APPLIED PLASTIC MATERIALSApproval from Department’s Executive Director Civil Delivery is required before cold applied plastic materials are used. | 13.13 | 189 |  |  |
| AUDIO TACTILE LINE MARKING (ATLM)Approval from the Department’s Executive Director Civil Delivery is required before audio tactile line marking materials are used. | 13.14 | 189 |  |  |
| RAISED REFLECTIVE PAVEMENT MARKERSSubmit details in relation the manufacturer’s warranties, performance, durability and maintenance of the raised retroreflective pavement markers. | 13.15.1 | 190 |  |  |
| REMOVAL OF PAVEMENT MARKINGSObtain approval from the Superintendent on the proposed method used for pavement marking removal before commencing removal operations. | 13.16 | 191 |  |  |
| REMOVAL OF PAVEMENT MARKINGS - PAINT BLACKOUTObtain Superintendent’s approval before using this methodology. | 13.16.4 | 191 |  |  |
| REPORTINGSubmit to the Superintendent the following information, in Microsoft Excel spreadsheet format, every quarter for panel contract works, for all works carried out under this contract:* CSR number (for panel contract works)
* Contract number (for new works)
* Date
* Road number
* Chainages – start point and finish point of each section of works
* PRP numbers - start point and finish point of each section of works
* GPS coordinates in Decimal Degrees - start point and finish point of each section of works
* Type of carriageway – inbound outbound (for duel carriageways) and full width (for two way carriageway) and
* Bead size used and Paint application rate.
 | 13.18 | 192 |  |  |
| **14** **LANDSCAPE MAINTENANCE** |
| IMPORTED SOILSAdvise the name of the proposed supplier. Do not order soils without Superintendent’s approval of the supplier | 14.12.3 | 199 |  |  |
| MULCHAdvise the name of the proposed supplier. Do not order mulch without Superintendent’s approval of the supplier. | 14.12.4 | 199 |  |  |
| PRUNING OPERATIONSDo not prune branches exceeding a calliper size of 75 mm at trunk which overhang the road pavement without the approval of the Superintendent. | 14.16.2 | 201 |  |  |
| REPLACEMENT OF PLANTS – HORTICULTURISTIf the same species of plant is not available the Horticulturist shall recommend a suitable replacement species with similar characteristics that is available, and submit to the Superintendent for approval. | 14.18.2 | 202 |  |  |
| CONTROL OF PESTS AND WEED SPECIES - HERBICIDESubmit a Weeds Management Plan for assessment and approval. | 14.21.7 | 206 |  |  |
| **15 SLASHING AND WEED CONTROL** |
| BUSHFIRE PREVENTION - FIRE FIGHTER TRAININGProvide evidence of qualifications before commencing slashing operations. | 15.9.6 | 217 |  |  |
| WEED CONTROL - TREATMENT PROGRAMSubmit a Weeds Management Plan for assessment and approval. | 15.11.3 | 221 |  |  |
| WEED CONTROL - HERBICIDE SELECTIONProvide a list of herbicides and chemicals intended for use during the contract to the Superintendent as part of the Weed Management Plan. | 15.11.4 | 221 |  |  |
| **16** **TRAFFIC SIGNALS AND INTELLIGENT TRANSPORT SYSTEMS MAINTENANCE** |
| MATERIAL AND SOFTWARE TO BE SUPPLIED BY THE PRINCIPAL - DARWIN - COLLECTION OF HARDWAREWithin 7 days of award of the Contract, the Contractor shall collect such materials and take delivery of the materials at the Department’s Yarrawonga shed / storage yard. | 16.13.1 | 234 |  |  |
| SPECIFIC MAINTENANCE – TRAFFIC SIGNALS & ITSAudit Report Review. Within 5 days following the physical completion of a specific maintenance audit, the Contractor’s representative shall arrange a time with a Traffic Section staff member to review the quality and content of the completed report prior to formal submission, and review any recommended follow up works that may be required on site. The meeting may include a site visit and time in the office. | 16.22 | 247 & 248 |  |  |
| TRAFFIC MANAGEMENT PLAN - IMPLEMENTATION OF TRAFFIC MANAGEMENTDo not proceed with implementation of traffic management, or the commencement any works within the relevant road reserve without the TGS and TMP amendments (if necessary) being endorsed by Traffic Section staff or Road Operations staff, and any associated Temporary Speed Limit Authorisations (TSLA) being signed by the delegated person in the Department. | 16.29.2 | 261 |  |  |
| **18 STREET SWEEPING** |
| DETERGENTProvide product information details and SDS to Superintendent for approval of the detergent intended for use in the performance of the Contract prior to the commencement of the works. | 18.10 | 284 |  |  |
| **19 AERODROME MAINTENANCE** |
| SITE RULES – AERODROMESCommunications Plans are to be issued for all works being carried out and are to be approved by the Superintendent before works commence. | 19.3.3 | 288 |  |  |
| SITE RULES – AERODROMESIf required a NOTAMS is be issued for all works being carried out at an aerodrome which requires NOTAMS to be issued. The NOTAMS are to be approved by the Superintendent before works commence. | 19.3.3 | 288 |  |  |
| SITE RULES – AERODROMESMethod of Working Plans (MOWPs) must be prepared for works to be carried out at an aerodrome which requires MOWPs to be issued. The MOWPs must be approved by the Superintendent before works commence. | 19.3.3 | 288 |  |  |
| AERODROME REPORTING OFFICER TRAININGProvide a Statement of Attainment of the nationally recognised qualification awarded to the ARO before that person commences any ARO duties. | 19.8 | 291 |  |  |
| DISTRIBUTION OF MOWPNot less than 14 days before works commence, the Contractor must supply a copy of the MOWP to the entities listed in MOS Part 139 and the Superintendent. | 19.11.3 | 292 |  |  |
| HAZARDOUS OR POTENTIALLY HAZARDOUS DEFECTSThe ARO shall immediately implement measures to safe guard the users and notify the Superintendent of the issues affecting performance and/or public safety that require urgent intervention. In certain circumstances (high risk, short response times) the software program will indicate the need for the Contractor to report the defect urgently. | 19.22.3 | 299 |  |  |
| SECURITY CONTROLLED AERODROMESProvide copies of the ASIC cards to the Superintendent. | 19.26 | 301 |  |  |
| **20 BUS STOP MAINTENANCE** |
| BUS STOP MAINTENANCE - INSPECTIONS, PROGRAMS AND REPORTS - WEEKLY INSPECTION PROGRAMSDo not commence works until an Inspection Program is received and approved. | 20.26.7.2 | 319 |  |  |
| **22 PROTECTIVE COATINGS** |
| PROTECTIVE COATINGSSurface Preparation: To AS 1627. Provide a copy of the proposed specification for surface preparation as detailed in AS 1627.0 before commencing surface preparation works. | 22.5 | 348 |  |  |
| PROTECTIVE COATINGSComplete and submitSite testing of protective coatings: To AS 3894.10 and AS 3894.11 and AS 3894.12 | 22.5 | 348 & 349 |  |  |
| SURFACE PREPARATION - ABRASIVE BLASTINGAt the completion of the final blast and prior to coating application, the surface profile of each item shall be measured according to Method A, Profile Replicating Tape, of AS 3894.5. Provide documentary confirmation that the surface is suitable for the application of the specified coatings. This shall be identified as a Hold Point in the contractor’s ITP. | 22.14.2 | 351 & 352 |  |  |
| SURFACE PREPARATION - ALTERNATE SURFACE PREPARATIONDo not use forms of surface preparation other than abrasive blasting, such as bristle blaster, needle guns, power tool cleaning and hand tool cleaning, without written permission from the Superintendent. Alternate methods of surface preparation must be included in the Contractor’s ITP. | 22.14.4 | 352 |  |  |
| APPLICATION OF PROTECTIVE COATINGS – COATINGProvide coating manufacturers’ written approval for use before using any other additives (eg promoters, accelerators etc). | 22.15.2 | 353 |  |  |
| APPLICATION OF PROTECTIVE COATINGS – ALTERNATE COATINGDo not use coating materials other than specified, without written permission from the Superintendent. Alternate coating materials must be included in the Contractor’s ITP. | 22.15.6 | 353 |  |  |
| APPLICATION OF PROTECTIVE COATINGS – COATING DEFECTSProvide details of repairs required and procedures and processes proposed for making the repairs to the Superintendent prior to making any repairs. Any requirements for the repair of protective coatings shall be identified as a Hold Point in the contractor's ITP. | 22.15.7 | 353 |  |  |
| ITP, JSA AND SWMSProvide ITPs, JSAs, a SWMS and other quality control procedures and documents to be used during protective coating systems application. These must be approved prior to commencement of work | 22.17 | 354 |  |  |
| CONTRACTOR RECORDSProvide copies of all NCRs (Non Conformance Reports) immediately they are completed or received. The NCRs must detail the non-conformance and be accompanied by a Corrective Action Report (CAR) which is to detail the action proposed to be undertaken to rectify the non-conformance. | 22.18 | 354 |  |  |
| CONTRACTOR RECORDS - FILM THICKNESSFinal acceptance of each increment of work will not be made until the dry film thickness meets or exceeds the specified thickness. Regardless of the number of coats specified, additional coats shall be applied as may be necessary to achieve the specified thickness, at the Contractor's expense. | 22.18.1 | 354 |  |  |
| CONTRACTOR RECORDS – INSPECTORProvide the name and qualifications of the inspector prior to commencement of work. | 22.18.2 | 355 |  |  |

# Schedule 2 – Witness Points

| **SCHEDULE 2 – WITNESS POINTS** |
| --- |
| **CLAUSE TITLE** | **CLAUSE** | **PAGE No** | **INITIALS** | **DATE** |
| **1 MISCELLANEOUS PROVISIONS** |
| EXTRACTION AREAS AND WATER SOURCES - CRUSHING OR SCREENINGProvide documentary evidence of the certification that the plant is fit for use issued by a competent person. | 1.13.6 | 17 & 18 |  |  |
| SAFETY - SAFETY OFFICERAppoint a Safety Officer and notify the Superintendent of the Safety Officer’s name, and contact details, including an after-hours contact phone number. | 1.16.1 | 21 |  |  |
| CONTRACTOR’S RESPONSIBILITIES AND SUBMISSIONS – WARRANTIESName the Principal as warrantee. Provide the standard manufacturer’s warranty certificates for manufactured plant, equipment, and other items. Provide installation warranties for the installation of plant, equipment, and other items, where specialized installation practices are a prerequisite for a manufacturer’s warranty. | 1.28.1.1 | 25 |  |  |
| CONTRACTOR’S RESPONSIBILITIES AND SUBMISSIONS – CERTIFICATES OF COMPLIANCEProvide product Certificates of Compliance before Practical Completion.**Schedule*** Geofabric – SPRAY SEALING
* Geotextile Fabrics – Delivery and product certification – PROTECTION WORKS
* Pavement Marking Paint – PAVEMENT MARKING
* Glass Beads – PAVEMENT MARKING

Provision of these will be required before the final payment can be processed | 1.28.2 | 26 |  |  |
| CONTRACTOR’S RESPONSIBILITIES AND SUBMISSIONS – LIST OF PLANT AND EQUIPMENT INSTALLEDOn or before Practical Completion provide a list of plant and equipment installed as part of the project. Include the following details:* Make
* Model
* Serial number (if applicable)
* Year of manufacture
* Capacity
* Location
 | 1.28.4 | 27 |  |  |
| CONTRACTOR’S RESPONSIBILITIES AND SUBMISSIONS – INSPECTION TEST PLANS (ITPs)Submit ITPs detailing all procedures and test plans to be undertaken. | 1.28.6 | 27 |  |  |
| CONTRACTOR’S RESPONSIBILITIES AND SUBMISSIONS – PROJECT CONTROL PLAN (PCP)Submit a project control plan for the project which sets out in detail all control procedures for the project. A framework Project Control Plan Guidance document is available at the Department’s Specification Services webpage: <https://dipl.nt.gov.au/industry/technical-standards-guidelines-and-specifications/technical-specifications> .This document is to be prepared by the Contractor and not a third party. | 1.28.7 | 27 |  |  |
| AS CONSTRUCTED INFORMATIONProvide As Constructed drawings for all of the works.- Show in red, on the Contract Drawings, as constructed information relating to works constructed beyond the various construction tolerances. The information includes, but is not limited to:o Setout co-ordinates, where applicable.o Design levels.o Detail dimensions.- Pavement, seal, line marking and protection extents.- Refer to the specific deliverables in the NTG Technical Drawings Part 1 - Requirements for Technical Records Management document, which is accessible via <https://dipl.nt.gov.au/industry/technical-standards-guidelines-and-specifications/technical-records> .- Drawings without changes shall be also be included and labelled as "As Constructed " in the amendment description column. | 1.35 | 30 |  |  |
| AS CONSTRUCTED INFORMATION – Amended drawingsBefore the work commences provide a proposed procedure for recording and submitting the amended drawings. | 1.35 | 30 & 31 |  |  |
| **2 PROVISION FOR TRAFFIC** |
| TRAFFIC MANAGEMENT AUDIT REQUIREMENTS - NOTICE OF INDEPENDENT THIRD PARTY AUDITSGive the Superintendent 5 working days written notice in advance of each stage of the works requiring auditing. | 2.8.7 | 44 |  |  |
| TRAFFIC MANAGEMENT AUDIT REQUIREMENTS - NOTICE OF INDEPENDENT THIRD PARTY AUDITSNotify the Superintendent prior to rework arising due to failed audits. | 2.8.7 | 44 |  |  |
| DETOURS, SIDE TRACKS, AND CROSSOVERS – CONSTRUCTIONObtain advice from the Superintendent that all requirements for the construction of the detours, side tracks, and/or crossovers have been met on completion. | 2.18.1 | 54 |  |  |
| DETOURS, SIDE TRACKS, AND CROSSOVERS – CONSTRUCTIONProvide not less than 5 days notice before opening any side track, detour, or crossover, to traffic. | 2.18.1 | 54 |  |  |
| **3** **EARTHWORKS AND DRAINAGE MAINTENANCE** |
| CONFORMANCE - PROOF ROLLINGGive the Superintendent not less than 24 hours notice of the location and commencement time for the proof rolling. Give 48hrs notice for remote work (greater than 5hrs travel one way from regional centre). | 3.12.2 | 67 |  |  |
| **4** **CONFORMANCE TESTING** |
| NOTICE OF TESTINGProvide the Superintendent with a copy of the request for testing simultaneously with the request being sent to the Panel Period Contractor. | 4.8 | 73 |  |  |
| NOTICE OF TESTINGNotify the Superintendent prior to any rework of failed lots. | 4.8 | 73 |  |  |
| **5** **GRADING AND GRAVEL SHEETING** |
| CONFORMANCE - PROOF ROLLING NOTICEGive the Superintendent not less than 24 hours’ notice of the location and commencement time for the proof rolling. | 5.15.3 | 95 |  |  |
| **7** **SPRAY SEALING MAINTENANCE** |
| SAMPLING OF BINDER - COLLECTION OF SAMPLESTake samples from the point of delivery on transfer from the bulker to the sprayer or as directed. Where transfer is for works in the urban area or for small works ensure that conformance testing is ordered and samples are taken at the point of transfer from bulker to sprayer. | 7.11.5 | 112 |  |  |
| SPRAYINGGive the Superintendent 48 hours’ notice of intention to spray bitumen. | 7.15 | 113 |  |  |
| SPRAYING - PREPARATION FOR SPRAYER RUNAllow visual inspection when requested. | 7.15.4 | 114 |  |  |
| **8 BITUMINOUS SURFACE MAINTENANCE** |
| SPRAY SEALING – AREAS LESS THAN 300m² - PREPARATION FOR SPRAYER RUNAllow visual inspection when requested. | 8.16.3 | 134 |  |  |
| **9** **CONCRETE MAINTENANCE** |
| FORMWORKDo not place concrete until the formwork has been inspected by the Superintendent. | 9.10 | 140 |  |  |
| HANDLING AND PLACINGGive the Superintendent sufficient notice so that inspection may be made before and during pouring concrete. | 9.11 | 140 |  |  |
| **10** **DRAINAGE MAINTENANCE** |
| MATERIALS - PRECAST REINFORCED CONCRETE BOX CULVERTSGive the Superintendent notice prior to casting concrete. | 10.5.3 | 145 |  |  |
| CONSTRUCTION OF CULVERTS AND STRUCTURES – EXCAVATIONExcavate unsuitable material below specified level if directed by the Superintendent. | 10.6.2 | 146 |  |  |
| CONSTRUCTION OF CULVERTS AND STRUCTURES - CONNECTION TO EXISTING SYSTEMSAdvise superintendent within two days when clean out is completed. | 10.6.9 | 148 |  |  |
| CONSTRUCTION OF CULVERTS AND STRUCTURES – BACKFILLNotify the Superintendent before backfilling where holes or fissures occur in rock trenches. | 10.6.10 | 148 |  |  |
| INLET AND OUTLET STRUCTURES AND MAINTENANCE HOLES - INLET AND OUTLET CHANNELSAdvise superintendent within two days when clean out is completed. | 10.8 | 148 |  |  |
| SUBSOIL DRAINS - END WALLSAdvise superintendent within two days when clean out is completed. | 10.11.6 | 150 |  |  |
| **12 ROAD FURNITURE MAINTENANCE** |
| TACTILE GROUND SURFACE INDICATORSProvide a 5 year warranty for the materials used, and for the devices installed as tactile ground surface indicators. Provide a 5 year warranty for the workmanship for the installation of the tactile ground surface indicators. Both warranties to be in the name of the Principal. | 12.7 | 162 & 163 |  |  |
| TACTILE GROUND SURFACE INDICATORS Provide documentary evidence that the TGSIs meet the minimum performance criteria. | 12.7 | 162 & 163 |  |  |
| FLEXIBLE GUIDE POSTS - PRODUCT DATASubmit details of the proposed flexible guide post including the following:* Manufacturer’s details on the materials, and the properties of the materials, used in the manufacture of the guide posts.
* Manufacturer’s recommended installation procedures.
* Technical specifications.
* Test results per the test sub-clauses
 | 12.9.3 | 165 |  |  |
| FLEXIBLE GUIDE POSTS – WARRANTIESSubmit the manufacturer’s published product warranties in the name of the Principal. | 12.9.4 | 165 |  |  |
| STEEL GUIDE POSTS – PRODUCT DATASubmit details of the proposed steel guide post including the following:* Manufacturer’s details on the materials used in the manufacture of the guide posts.
* Manufacturer’s recommended installation procedures.
* Technical specifications.
 | 12.10.3 | 169 |  |  |
| STEEL GUIDE POSTS – WARRANTIESSubmit the manufacturer’s published product warranties in the name of the Principal. | 12.10.4 | 169 |  |  |
| **13** **PAVEMENT MARKING MAINTENANCE** |
| PAVEMENT MARKING APPLICATIONObtain approval from the Superintendent for the type of equipment to be used for applying pavement marking materials. | 13.9 | 185 |  |  |
| PAVEMENT MARKING APPLICATIONProduce documented evidence to show that the spraying equipment has been calibrated in accordance with PCCP requirements and is certified by PCCP as being suitable for the works to be carried out under this contract. | 13.9 | 185 |  |  |
| PAVEMENT MARKING APPLICATIONObtain Superintendent’s approval for variation to the any of the above requirements. | 13.9 | 185 & 186 |  |  |
| COLD APPLIED PLASTIC MATERIALSProvide evidence that all proprietary products such as epoxy or plastic products have demonstrated satisfactory field performance for a period of at least three years. | 13.13 | 189 |  |  |
| **14 LANDSCAPE MAINTENANCE** |
| MATERIALS - IMPORTED SOILSProvide a 5kg sample of topsoil proposed for the works. Do not order soils without Superintendent’s approval of the sample. Provide copies of delivery dockets for the topsoil delivered to site for the works. | 14.12.3 | 199 |  |  |
| MATERIALS - MULCHProvide a 5kg sample of mulch proposed for the works. Do not order mulch without Superintendent’s approval of the sample. Provide copies of delivery dockets for the mulch delivered to site for the works. | 14.12.4 | 199 |  |  |
| IRRIGATION OPERATION AND MAINTENANCE - SYSTEM SHUTDOWNAdvise the Superintendent of the full shut down and re-activation of irrigation systems. | 14.26.5 | 208 & 209 |  |  |
| IRRIGATION OPERATION AND MAINTENANCE - IRRIGATION DAY AND NIGHT CYCLE LATE IN DRY SEASONAdvise the Superintendent of altered irrigation cycle times. | 14.26.6 | 209 |  |  |
| IRRIGATION OPERATION AND MAINTENANCE - RESET IRRIGATION TIMERS DURING SCHOOL HOLIDAYSReset pop up irrigation systems for day light watering the week preceding school holidays on road reserves that pass through high density residential areas.Reset back to night watering within seven days of the new school term commencing.Advise the Superintendent of such action taken. | 14.26.7 | 209 |  |  |
| **15** **SLASHING AND WEED CONTROL** |
| VEGETATION CONTROL – CHEMICALSSubmit to the Superintendent the list of herbicides and other chemicals intended for use during the contract, details of vegetation controlled by the herbicide, and duration of control per treatment. | 15.10.4 | 217 |  |  |
| VEGETATION CONTROL – CHEMICALSObtain a permit from Parks Australia North for the use of any chemicals within Kakadu and Uluru – Kata Tjuta National Parks and up to 30 km from their boundaries, and from Parks and Wildlife Commission of the Northern Territory for the use of any chemicals within NT National Parks and Reserves and up to 30 km from their boundaries.Provide copies of the permits. | 15.10.4 | 217 & 218 |  |  |
| **16 TRAFFIC SIGNALS AND INTELLIGENT TRANSPORT SYSTEMS MAINTENANCE** |
| PROCEDURES, CALLS AND PAYMENTS - DAILY LOG BOOKS – APPROVALSubmit to the Superintendent’s Representative for approval, a suitably designed format for an individual Site Log template prior to commencing works under the Contract – to be provided within 7 days of award of contract. | 16.15.10 | 240 |  |  |
| SPECIFIC MAINTENANCE – TRAFFIC SIGNALS & ITSAudit Supervision. Following Traffic Section’s direction to undertake a specific maintenance audit, the contractor shall coordinate with Traffic Section to arrange a suitable time to undertake the audit to allow supervision of the works to be scheduled if required by the Superintendent’s Representative.Notify the Superintendent’s Representative of any variation to the program at least 5 working days prior to any scheduled audit, the commencement of any altered programmed work, or original work program. | 16.22 | 247 & 248 |  |  |
| SUPPLY & MANAGEMENT OF MATERIALS & EQUIPMENT - SALVAGED ITEMSFollowing an incident where traffic signal equipment or ITS such as a signal pole and hardware, signal controller or CCTV camera has been severely damaged, provide adequate notice to allow for Superintendent’s Representative to arrange inspection of the equipment prior to dismantling. If this is not possible due to the urgent nature of the situation, take photos of the equipment in its existing location, then relocate back to the contractor’s storage yard without causing further damage, for inspection. | 16.27.7 | 254 |  |  |
| SUPPLY & MANAGEMENT OF MATERIALS & EQUIPMENT - TEST CONTROLLERTest Controllers to be displayed in working operation to the Superintendent’s Representative within 14 days of the contract being awarded. | 16.27.8 | 254 |  |  |
| SUPPLY & MANAGEMENT OF MATERIALS & EQUIPMENT - TEST TRAFFIC SIGNAL LOOPThe Contractor shall provide and install a testing loop at the approved workshop within 14 days of this contract being awarded, for the purpose of testing detector cards. The test loop shall be installed in accordance with the most current relevant standard drawing for detector installation and connected to the test controller and be used for testing the operation of controller detector cards (it is recommended that a switching device be installed to aid in testing detector channels). It is entirely the Contractors responsibility to ensure that this device is maintained in a functional and serviceable condition suitable for its purpose at all times. The device shall be available for use in conjunction with this contract twenty four (24) hours per day. | 16.27.9 | 254 |  |  |
| **19** **AERODROME MAINTENANCE** |
| STANDARDS AND PUBLICATIONS – SITE RULES – AERODROMESContractors should also have a Drug and Alcohol Management Plan (DAMP) in place under Part 99 of the CASR and have completed a DAMP Certificate on the AviationWorx portal of the CASA Website. Provide a copy of the submitted DAMP and a copy of the DAMP Certificate to the Superintendent. | 19.3.3 | 288 |  |  |
| AERODROME REPORTING OFFICERS (AROs)Provide the names, contact details, and qualifications/training details of the AROs who will provide the ARO functions under the contract. | 19.7 | 290 |  |  |
| AERODROME REPORTING OFFICERS (AROs) – NEW OR TEMPORARY AROsWhere there is a requirement for New or Temporary AROs, advise the Superintendent of the name, contact details, and qualifications details for the New ARO, or Temporary ARO, and the period for which they will be in that role. | 19.7.4 | 291 |  |  |
| AERODROMES AND FREQUENCY OF SERVICEABILITY INSPECTION – INSPECTION LOG BOOK AND REPORTSSimultaneously notify the Superintendent immediately those deficiencies are noted at the aerodrome. | 19.9.2 | 292 |  |  |
| AERODROMES AND FREQUENCY OF SERVICEABILITY INSPECTION – INSPECTION LOG BOOK AND REPORTSSubmit to the Superintendent the ARO inspection and maintenance checklist reports on a monthly basis as part of the claims for payment verification. | 19.9.2 | 292 |  |  |
| AERODROMES AND FREQUENCY OF SERVICEABILITY INSPECTION – INSPECTION LOG BOOK AND REPORTSSubmit to the Superintendent copies of medivac logs, verified by the nurse-in-charge, or by a police officer, with the claim for payment which includes the medivacs. | 19.9.2 | 292 |  |  |
| AERODROMES AND FREQUENCY OF SERVICEABILITY INSPECTION – INSPECTION LOG BOOK AND REPORTSProvide substantiated evidence of the ARO activities, as well as the regular monthly inspections and maintenance checklist reports, as part of any claims for payment. | 19.9.2 | 292 |  |  |
| Method of Working Plans – AMENDMENTSIf a MOWP is amended after it is supplied to the persons mentioned above in sub-clause 19.10.3, the amended MOWP must:* be supplied to those persons as soon as possible but not later than 48 hours before the works commence; and
* clearly show the amendment that has been made.
 | 19.11.5 | 292 |  |  |
| DAILY LOG BOOKS – APPROVALSubmit to the Superintendent for approval a suitably designed format for daily log books prior to commencing works under the Contract. | 19.18 | 294 |  |  |
| PROCEDURES, CALLS, AND PAYMENTS - REPAIR DATA MANAGEMENT SYSTEM (KONECT)If the situation arises that the system software program is not operational during programmed works the Contractor must immediately notify the Superintendent of the failure. | 19.20.9 | 298 |  |  |
| PROCEDURES, CALLS, AND PAYMENTS - REPAIR DATA MANAGEMENT SYSTEM (KONECT)The supplied spreadsheet shall be used as a manual alternative reporting format that shall provide all details that would normally be captured with the KONECT system. Provide copies of the spreadsheets with the CSR. | 19.20.9 | 298 |  |  |
| INSPECTIONS - DEFECT REPAIRWhen the repair is done the ARO shall use the system to record when the repair was done and provide evidence in the form of photographs confirming the process/method of repair and the satisfactory completion of the works. This evidence may be used to allow the Project Officers to make payment. | 19.22.4 | 300 |  |  |
| INSPECTIONS - DEFECT REPAIREvidence in the same format as all other defects will be required. This is particularly relevant when works orders are submitted to undertake repairs between specific locations, where the ARO will be required to log and mark as repaired any defects that exceed the Department’s intervention level as part of the repair process. | 19.22.4 | 300 |  |  |
| MAINTENANCE WORKSWhere work is required to be carried out in easements or on land adjacent to the site for the purpose of connecting services or joining up of roads etc. obtain the appropriate licences, approvals, and/or permits for access to, and to undertake the works in, those particular areas. Provide copies to the Superintendent. | 19.23 | 300 |  |  |
| PROGRAMMING OF ROUTINE MAINTENANCE WORKSWithin two weeks of the Contract being awarded provide a draft Service Program of the proposed inspections and staging of the routine scheduled maintenance work throughout the year. Submit a copy to the Superintendent for approval. | 19.24 | 300 |  |  |
| VEGETATION AND WEED CONTROL - CHEMICALSSubmit to the Superintendent the list of herbicides and other chemicals intended for use during the contract, details of vegetation controlled by the herbicide, and duration of control per treatment. | 19.29.2 | 302 |  |  |
| VEGETATION AND WEED CONTROL – PERSONNEL HANDLING CHEMICALSPersonnel carrying out spraying operations shall have undertaken and passed a National Farm Chemical User Training Program. Provide a list of the names of personnel who will be using chemicals in spraying operations. Provide documentary evidence that those people have successfully completed the required training. | 19.29.3 | 302 |  |  |
| **20** **BUS STOP MAINTENANCE** |
| PROCEDURES, CALLS AND PAYMENTS - DAILY LOG BOOKS – APPROVALSubmit to the Superintendent for approval a suitably designed format for daily log books prior to commencing works under the Contract. | 20.27.10 | 328 |  |  |
| **21** **ROAD AND MARINE AMENITY MAINTENANCE** |
| RUBBISH COLLECTION OPERATIONSNormal rubbish collection does not include illegal signage or abandoned vehicles or equipment, however, report these items to the Superintendent. | 21.10.2 | 333 & 334 |  |  |
| RUBBISH COLLECTION OPERATIONSReport to the Superintendent any occurrences of concrete spills, gravel, sand or soil on any trafficable surface. These materials are not rubbish under the terms and conditions of the contract and may be removed by others. If not removed by others, remove upon issue of direction to work from the Superintendent at a fair and reasonable negotiated rate. | 21.10.2 | 333 & 334 |  |  |
| RUBBISH REMOVAL - DEODORIZING RUBBISH BINSUse Nilodew granules as manufactured by Nilodor Inc. or equivalent as approved by the Superintendent. | 21.11.3 | 334 |  |  |
| RUBBISH REMOVAL - ILLEGAL RUBBISH COLLECTIONReport to the Superintendent any occurrences of illegal rubbish dumping, vegetation dumping, concrete spills, gravel, sand or soil on any trafficable surface. These materials are not rubbish under the terms and conditions of the contract and may be removed by others. If not removed by others, remove upon issue of direction to work from the Superintendent, to be paid for at unit rates nominated in scheduled rates, or at negotiated rate. | 21.11.6 | 335 |  |  |
| WEEDING – CHEMICALSSubmit to the Superintendent the list of chemicals intended for use during the contract, if herbicide is intended for use, details of pest species controlled by the chemicals, and life expectancy of control. | 21.18.3 | 339 |  |  |
| REMOVAL OF ABANDONED VEHICLES - SERVICE LEVELS FOR VEHICLE REMOVALReport any vehicle suspected of being abandoned to the Superintendent within 24 hours of observation.When instructed by the Superintendent remove any vehicle that has been abandoned in compliance with NT Traffic Regulations 1999 Part 5 - Abandoned Vehicles. | 21.27.1 | 334 |  |  |
| **22** **PROTECTIVE COATINGS** |
| CONTRACTOR’S RESPONSIBILITIESProvide documentary evidence of PCCP accreditation before commencing protective coatings work. | 22.7 | 349 |  |  |
| EQUIPMENTGive notice so that the oil carry-over test may be witnessed by the Superintendent or their nominated representative. | 22.11.2 | 351 |  |  |
| APPLICATION OF PROTECTIVE COATINGS - COATINGProvide copies of specifications for application of protective coatings from the manufacturers of the products used. Provide copies of manufacturers’ product technical data sheets for all products used. | 22.15.2 | 353 |  |  |
| APPLICATION OF PROTECTIVE COATINGS - COATING DEFECTSMarking of defective areas shall be made using a marker compatible with the coating over which it is applied. Crayons and paint pens shall not be used.This compatibility between marker and coating is to be confirmed by the coating manufacturer. Provide written evidence of this compatibility if requested by the Superintendent. | 22.15.7 | 353 & 354 |  |  |
| CONTRACTOR RECORDSMaintain written records of the work so that complete traceability of all work and materials provided under this Specification is maintained. Use the relevant sections of AS 3894.10, AS 3894.11 & AS 3894.12 QA report forms as a basis of this record keeping format for all protective coating work under this contract. Use AS 3894.13 and AS 3894.14, in addition to the preceding Australian Standards, for structural steel work coated under this contract.Maintain these reports on a daily basis. Submit them to the Superintendent when requested, or, if not specifically requested, at least weekly. | 22.18 | 354 |  |  |
| CONTRACTOR RECORDS - FILM THICKNESSProvide and operate wet film and dry film thickness gauges of approved types to ensure the correct thickness of each coat and the full system is achieved. Provide details of the gauges proposed for use. | 22.18.1 | 354 & 355 |  |  |