

Date	Schedule	Activity	Qty	Amt	Works Order	Road	Car/way	Lane	Start	Finish	
Jan-17	T2	10500	NR								
Jan-17	T2	10501									
Jan-17	T2	50200									
Jan-17	T2	51400									
Jan-17	T2	51400									
Jan-17	T2	51400									
Jan-17	T2	51400									
Jan-17	T2	51400									
Jan-17	T2	51400									
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Jan-17	T2	51400									
Jan-17	T2	51400									
Jan-17	T2	51400									
Jan-17	T2	51500									
Jan-17	T2	51500									
Jan-17	T2	51500									
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Jan-17	T2	51500									
Jan-17	T2	51500									
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Jan-17	T2	51500									
Jan-17	T2	51500									
Jan-17	T2	51500									
Feb-17	T2	10500									
Feb-17	T2	10500									
Feb-17	T2	10500									
Feb-17	T2	10500									
Feb-17	T2	10500									
Feb-17	T2	10501									
Feb-17	T2	10501									
Feb-17	T2	11000									
Feb-17	T2	40100	20	NR	WO00431	614		1 E	0.75	39.57	
Feb-17	T2	40100	19.8		WO00431	614		1 U	0.75	39.57	
Feb-17	T2	50100	NR								
Feb-17	T2	50100									
Feb-17	T2	50100									
Feb-17	T2	50100									
Feb-17	T2	50100									
Feb-17	T2	51400									
Feb-17	T2	51400									
Feb-17	T2	51400									
Feb-17	T2	51400									
Feb-17	T2	51400									
Feb-17	T2	51400									
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Feb-17	T2	51400									
Feb-17	T2	51400									
Feb-17	T2	51500									
Feb-17	T2	51500									
Feb-17	T2	51500									
Feb-17	T2	51500									
Feb-17	T2	51500									
Feb-17	T2	51500									
Feb-17	T2	51500									
Mar-17	T2	10500									
Mar-17	T2	10500									
Mar-17	T2	14330									
Mar-17	T2	40100		20	NR	WO00525	614		1 E	0.74	39.57
Mar-17	T2	40100		19.6		WO00525	614		1 U	0.74	39.57
Mar-17	T2	40300		3500		WO00563	614		1 E	23.84	25.86
Mar-17	T2	40300		1200		WO00563	614		1 U	23.92	24.8
Mar-17	T2	40300	450		WO00563	614		1 E	7.9	8.25	
Mar-17	T2	40300	630		WO00563	614		1 E	11.98	12.12	
Mar-17	T2	40300	2000		WO00563	614		1 E	12.31	12.82	
Mar-17	T2	51400	NR								
Mar-17	T2	51400									
Mar-17	T2	51400									
Mar-17	T2	51400									
Mar-17	T2	51400									
Mar-17	T2	51400									
Mar-17	T2	51400									
Mar-17	T2	51400									

[illegible]

[illegible]

[illegible]

Feb-19	T2.1	51500	NR						
Feb-19	T2.1	51500							
Feb-19	T2.1	51500							
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Feb-19	T2.1	51500							
Feb-19	T2.1	51500							
Mar-19	T2.1	10100							
Mar-19	T2.1	10500							
Mar-19	T2.1	10500							
Mar-19	T2.1	10500							
Mar-19	T2.1	10500							
Mar-19	T2.1	10500							
Mar-19	T2.1	10500							
Mar-19	T2.1	10501							
Mar-19	T2.1	10501							
Mar-19	T2.1	10501							
Mar-19	T2.1	10501							
Mar-19	T2.1	10501							
Mar-19	T2.1	10501							
Mar-19	T2.1	14330							
Mar-19	T2.1	40100	19.9	NR	WO01578	614	1 U	0.7	39.579
Mar-19	T2.1	40100	19.9		WO01578	614	1 E	0.7	39.579
Mar-19	T2.1	51400	NR						
Mar-19	T2.1	51400							
Mar-19	T2.1	51400							
Mar-19	T2.1	51400							
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May-19	T2.1	10500							
May-19	T2.1	10500							
May-19	T2.1	10501							
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May-19	T2.1	10501							
May-19	T2.1	10501							
May-19	T2.1	13000							
May-19	T2.1	15300							
May-19	T2.1	15300							
May-19	T2.1	15300							
May-19	T2.1	15300							

Jul-19	T2.5	51000	NR
Jul-19	T2.5	51000	
Jul-19	T2.5	51000	
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Jul-19	T2.5	51000	
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Jul-19	T2.5	51000	
Jul-19	T2.5	51000	
Jul-19	T2.5	51000	
Aug-19	T2.1	10501	
Aug-19	T2.1	10501	
Aug-19	T2.1	11000	
Aug-19	T2.1	22900	
Aug-19	T2.1	22900	
Aug-19	T2.1	51400	
Aug-19	T2.1	51400	
Aug-19	T2.1	51400	
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Aug-19	T2.1	51400	
Aug-19	T2.5	51000	
Sep-19	T2.1	10100	
Sep-19	T2.1	10100	
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Sep-19	T2.1	10100	
Sep-19	T2.1	10500	
Sep-19	T2.1	10501	
Sep-19	T2.1	10501	
Sep-19	T2.1	11000	
Sep-19	T2.1	11000	
Sep-19	T2.1	11000	
Sep-19	T2.1	11000	
Sep-19	T2.1	11000	
Sep-19	T2.1	22900	
Sep-19	T2.1	32901	
Sep-19	T2.1	32901	
Sep-19	T2.1	40700	
Sep-19	T2.1	51400	
Sep-19	T2.1	51400	
Sep-19	T2.1	51400	
Sep-19	T2.1	51400	
Sep-19	T2.1	51400	
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Sep-19	T2.1	51400	
Sep-19	T2.1	51500	
Sep-19	T2.1	51500	
Sep-19	T2.1	51500	
Sep-19	T2.1	51500	
Sep-19	T2.1	51500	
Sep-19	T2.1	51500	
Sep-19	T2.1	55900	
Sep-19	T2.1	55900	
Oct-19	T2.1	10501	
Oct-19	T2.1	11000	
Oct-19	T2.1	13900	
Oct-19	T2.1	15300	
Oct-19	T2.1	42000	
Oct-19	T2.1	51400	

May-20	T2.1	22900	NR						
May-20	T2.1	22900							
May-20	T2.1	40300	500	NR	WO02383	614	1 E	23.94	24.3
May-20	T2.1	40300	500		WO02383	614	1 U	23.93	24.3
May-20	T2.1	40300	500		WO02383	614	1 E	24.5	24.7
May-20	T2.1	40300	500		WO02383	614	1 U	24.5	24.7
May-20	T2.1	40300	500		WO02383	614	1 E	25.5	25.78
May-20	T2.1	40300	500		WO02383	614	1 E	11.75	12.35
May-20	T2.1	40300	500		WO02383	614	1 U	11.75	12.35
May-20	T2.1	40300	500		WO02383	614	1 E	12.56	12.81
May-20	T2.1	40300	500		WO02383	614	1 U	12.56	12.81
May-20	T2.1	40700	NR						
May-20	T2.1	51400							
May-20	T2.1	51400							
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May-20	T2.1	51400							
May-20	T2.1	51500							
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May-20	T2.1	51500							
Jun-20	T2.1	40100	19.9	NR	WO02506	614	1 E	0.7	39.579
Jun-20	T2.1	40100	19.9		WO02506	614	1 U	0.7	39.579
Jun-20	T2.1	51400	NR						
Jul-20	T2.1	10501							
Jul-20	T2.1	10501							
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Jul-20	T2.1	11000							
Jul-20	T2.1	22900							
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Jul-20	T2.1	22900							
Jul-20	T2								

Oct-20	T2.5	51000	NR				
Oct-20	T2.5	51000					
Nov-20	T2.1	40100	19.9	NR	WO02729	614	0.7 39.579
Nov-20	T2.1	40100	19.9		WO02729	614	0.7 39.579
Nov-20	T2.1	40700	NR				
Nov-20	T2.1	40700					
Nov-20	T2.1	50200					
Nov-20	T2.1	50200					
Nov-20	T2.1	50200					
Nov-20	T2.1	51400					
Nov-20	T2.1	51400					
Nov-20	T2.1	51400					
Nov-20	T2.1	51400					
Nov-20	T2.1	51400					
Nov-20	T2.1	51400					
Nov-20	T2.1	51400					
Nov-20	T2.1	51400					
Nov-20	T2.1	51400					
Nov-20	T2.4	50701					
Nov-20	T2.5	51000					
Nov-20	T2.5	51000					
Nov-20	T2.5	51000					
Nov-20	T2.5	51000					
	10100	Edge Repair	Abergowie Road chainage is 0 - 39.579				
	10500	Pothole Patching	Copley Road Chainage is 31.439				
	10501	Bucket Mix pothole					
	11000	Surface correction					
	13000	Surface sweeping					
	13900	Other bitumen surface work					
	14320	Pavement Repairs Gravel					
	14330	Pavement Repairs					
	15300	Insitu stabilisation					
	15400	Insitu stabilisation					
	31900	Other surface drain work					
	32200	Clean culverts					
	32900	Other minor culvert pipe and pit work					
	32901	Inspections other minor culvert pipes					
	40100	Tractor slashing rural					
	40300	Tractor slashing bom mower					
	40400	Hand mowing					
	40500	Clearing					
	40600	Herbicide spot spraying declared plant					
	40700	Herbicide spot spraying					
	42000	Roadside litter collection					
	42900	Other roadside work					
	45200	Emergency works					
	46000	Declared plants					
	50200	Repair signs					
	50500	Install new guide signs					
	50701	Install new and or relcoate old signs					
	51000	Install new guise markers					
	51400	Repair guide markers					
	51500	Replace guide markers					
	55900	Other furniture repairs					
	75900	pavement marking					
	90100	RMPC joint mtce requirement					
	91101	Implementation monitoring RMPC					

Scheme Documents

For Road Maintenance Performance Contracts

Northern District

North Queensland Region

Job No:	233_1920
Contractor:	Hinchinbrook Shire Council
Road Name:	Various
Chainage:	Various
Documents for:	Road Maintenance Performance Contract



**Queensland
Government**

Schedule Summary RMPC Sole Invitee



Queensland Government

C6084.1

Invitation Number	233_19/20
District	Northern

Summary of Schedules

Fund Category

(National Highways)

Funding Element	Sch. #	Sch. Total
Element 15	1.1	NR
Element 5	1.2	
Element 23	1.3	
Element 24	1.4	
Element 34	1.5	

Fund Category Total NR \$ NR

Fund Category

(Other State-Controlled Roads)

Funding Element	Sch. #	Sch. Total
Element 15	2.1	NR
Element 5	2.2	
Element 18	2.3	
Element 23	2.4	
Element 24	2.5	
Element 34	2.6	

Fund Category Total NR \$ NR

Routine Maintenance Total \$

Additional Minor Works

Minor Works Schedule(s)
National Highways

Minor Works Schedule(s)
(Other State-Controlled Roads)

	pages	A	\$	
	pages	B	\$	
Total Contract Amount		\$	NR	
Total GST Tax Amount		\$		

Authorisation

Name

Jenna Devietti

Signature

NR	
----	--

Position

Works Engineer

Date

13/06/19

Conditional Agreement

RMPC Sole Invitee



Queensland Government

C6094

Agreement Between

Hinchinbrook Shire Council

referred to as the Contractor, and

The State of Queensland through Queensland Department of Transport & Main Roads

referred to as the Principal

Invitation Number

233_19/20

District

Northern

Ratified by (✓ if required)

Principal

Contractor

✓

Recitals

- 1 The Principal invited the Contractor to offer to perform the road maintenance services in accordance with the Contract Documents.
- 2 The Contractor has offered to carry out the road maintenance services in accordance with the Contract Documents.
- 3 Payment under the Contract will be part Schedule of Rates / Part Lump Sum / Part Provisional Sum with a Total Contract Amount of

and a Total GST Amount of

- 4 Does the Queensland Code apply

- 5 The Contract Period will be from

1/7/19

to

30/6/20

with

1

year(s)

guaranteed renewal period (subject to Clause 4.3 of General Conditions).

NR

NR

Yes

Agreement

Subject to any required ratification of this Agreement within 28 days of the date of this Conditional Agreement, both

the Principal and the Contractor agree that they will comply with all the conditions and matters as set out or reasonably inferred in this Agreement.

The Contractor agrees that it will not commence road maintenance operations until it receives a notice of Ratification (where required) from the Principal or, alternatively, until the start date of the Contract Period.

Authorisation

For the Contractor

Name/Position

Jenna Devietti

Signature

NR

Date

13/06/19

For the Principal

Name/Position

Brendan A. District Director (Northern)

Signature

NR

Date

17/6/19

Conditional Agreement

RMPC Sole Invitee



Queensland Government

C6094

List of Contract Documents

Invitation Number

233_19/20

A. This Conditional Agreement dated

13-Jun-19

B. Documents to be completed by the Contractor

Description	Identification	Description	Identification
Schedule Summary	C6084.1	Minor Works Schedule(s) (if applicable)	C6084.3
Network Schedule 1	C6084.2	Network Schedule 2	C6084.2
Standing Offer Rates	C6086	Daywork Schedule	C6087
Programmed Expenditure Flow for Network 1	C6088	Programmed Expenditure Flow for Network 2	C6088
Intervention Levels / Response Time Schedule for Network 1	C6095	Intervention Levels / Response Time Schedule for Network 2	C6095
Queensland Code Compliance	C7810.S6 (available under TIC or MIC documents)	Environmental Plan	
Quality Plan		Safety Plan	
Implementation Plan for Evidence Guide	C6089		

C. Documents that apply directly

Description	Identification	Description	Identification
Invitation to Offer (C6081)	C6081 April 2015		
General Conditions (C6083)	C6083 September 2018		

D. Documents incorporated by Reference

Description	Identification	Description	Identification
Standard Specifications		Road Maintenance Performance Contract - Sole Invitee (Manual)	September 2018
The Roads & Transport Alliance	2013/18 or current	Routine Maintenance Guidelines	November 2017
Mutual Obligation Agreement (if applicable)		Manual of Uniform Traffic Control Devices	Latest version as published on TMR website

Conditional Agreement RMPC Sole Invitee



Queensland Government

C6094

Contractor's Details

Invitation Number

233_19/20

To be completed by the Offerer

Local Government



TMR Service Delivery Unit

Name (Full Name in Block Letters)

Hinchinbrook Shire Council

of

Street Address

25 Lannercost Street, Ingham Qld 4850

Postal Address

PO Box 366, Ingham Qld 4850

Contractor's Delegate

Name

Jenna Devietti

Telephone Number

NR

Email

NR

@hinchinbrook.

qld.gov.au

Insurance

Workers Compensation

Policy Number

NR

Expiry Date

31/05/2020

Public Liability

Insurer/Policy Number

NR

Expiry Date

30/06/2019

Insured Amount

\$

NR

Professional Indemnity

Insurer/Policy Number

NR

Expiry Date

30/06/2019

Insured Amount

\$

NR

Note: Public Liability and Professional Indemnity Insurance not required where the Contractor is a TMR Service Delivery Unit.

The Department of Transport and Main Roads collects personal information on this form so that you may execute the contract for and on behalf of the contractor. The information on this form is accessible by authorised departmental officers and third parties engaged to administer the contract or resolve disputes who will not disclose your personal details to a third party without your consent unless required to do so by law.

Conditional Agreement

RMPC Sole Invitee



Queensland Government

C6094

Details of Network

Invitation Number

233_19/20

1. National Highways

Road Section No.	Road Section Name †	Through Start Distance	Through Distance End	Length (kms)	Applied to Schedule Nos.
10M	Abutment A Hebble Creek Bridge To end of road	112.746	120.486	7.74	1.1-1.5
10N	Intersection of 10M/10N to Sth. Abutment Herbert River	0	2.839	2.839	1.1-1.5

† If parts of the Network are to be excluded, this should be noted here.

2. Other State Controlled Roads

Road Section No.	Road Section Name †	Through Start Distance	Through Distance End	Length (kms)	Applied to Schedule Nos.
614	Ingham - Abergowie Rd.	0	39.579	39.579	2.1-2.6
824	Ingham-Halifax-Bemerside Rd.	0	26.927	26.927	2.1-2.6
6141	Stone River Road	0	25.57	25.57	2.1-2.6
8208	Ingham-Forest Beach Rd.	0	18.85	18.85	2.1-2.6
8241	Halifax-Lucinda Point Rd.	0	9.113	9.113	2.1-2.6

† If parts of the Network are to be excluded, this should be noted here.

Principal Details

Name

Stephen Mallows / District Director (Northern)

Street Address/Postal Address (if different)	Progress Claim/Electronic File Transfer Address (if different)
Street Address: 445 Flinders Street, Townsville Qld 4810 Postal Address: PO Box 1089, Townsville Qld 4810	E-mail to the following e-mail address: tsvaccounts@tmr.qld.gov.au

Principal's Delegate

Name

Telephone No.

Email

Brett Whitbread / Manager (Delivery & Operations)

NR

brett.j.whitbread@tmr.qld.gov.au

Intervention Level/Response Time Schedule

RMPC Sole Invitee



Queensland Government

C6095

Invitation Number

233_19/20

These values apply to Network Schedule

1 & 2

District

Northern

Intervention Levels

Intervention Levels as per Routine Maintenance Guideline

Response Time

Response Times as per Routine Maintenance Guideline

Road Number/Description	Defect Code	Intervention Level	Defect/Activity Code	Response Time	Exceptions/Comments
Refer to Attachment "Defect Intervention Level & Response Time(IL/RT) criteria for Routine Maintenance" as incorporated into Contract Documents			Refer to Attachment "Defect Intervention Level & Response Time(IL/RT) criteria for Routine Maintenance" as incorporated into Contract Documents		
			Refer also Supplementary Conditions of Contract, Clause 3		

Traffic Delays

Maximum Traffic Delays will be

5

minutes except for

Road Number/Description	Delay (minutes)	Road Number/Description	Delay (minutes)

Authorisation

For the Contractor

Name

Jenna Devietti

Position

Works Engineer

Signature

NR

Date

13/06/19

For the Principal

Name

Brendan Clancy

Position

District Director (Northern)

Signature

NR

Date

17/6/19

Government Use Only	
3PCM Contract ID	CN-12085
3PCM Project ID	52-01129590.O.E.15.3

Network Schedule RMPC Sole Invitee



C6084.2

Fund Category

1

Invitation Number

233_19/20

1. National Highway

District

Northern

2. Other State Controlled Roads

Funding Element*

15

Schedule Number

1.1

* Activities in each Schedule will bill to one Funding Element only. Refer to the RMPC Activities Mapped to Elements document.

Activity	Description of Activity	Unit	Unit Rate	Estimated Quantity	Discretionary	Extended Amount (\$)	Element #
			\$ c		+%	-%	
Amount carried forward from page (where applicable)							
101.00	Edge Repair (Manual)	tonne	NR			NR	15
105.00	Pothole Patching	tonne					15
110.00	Surface Correction with Premix/Asphalt (Manual)- Minor(<150m/km)	tonne					15
130.00	Surface Sweeping	m2					15
139.00	Other Bituminous Surface Work	Prov					15
143.30	Pavement Repairs Gravel (Mech) - depth up to 300mm	m2					15
229.00	Other Unsealed Shoulder Work	Prov					15
319.00	Other Surface Drain Work	Prov					15
322.00	Clean Minor Culverts, Pipes and Pits - Major	Prov					15
323.00	Repair Minor Conc. Culverts, Pipes and Pits	Prov					15
329.01	Other Minor culvert, pipe and pit work (Inspections)	Prov					15
405.00	Clearing	Prov					15
419.00	Other Vegetation Control Works	Lump					15
420.00	Roadside Litter Collection - Rural	Prov					15
429.00	Other Roadside Work	Prov					15
502.00	Repair Signs (excluding Guide Signs)	ea					15
504.00	Cleaning Signs	ea					15
506.00	Repair Guide Signs	Prov					15
514.00	Repair Guide Markers	ea					15
515.00	Replace Guide Markers	ea					15
501.00	RMPC Joint Maintenance Requirement Assessment	lump					15

If Multiple Schedule Upper Limit

Network Schedule

1

Lower Limit:

Authorisation

Name

Jenna Devietti

Position

Works Engineer

Signature

NR

Date

13/06/19

Government Use Only	
3PCM Contract ID	CN-12085
3PCM Project ID	52-01129461.O.E.15.4

Network Schedule
RMPC Sole Invitee



C6084.2

Fund Category

2

Invitation Number

233_19/20

1. National Highway

District

Northern

2. Other State Controlled Roads

Funding Element*

15

Schedule Number

2.1

* Activities in each Schedule will bill to one Funding Element only. Refer to the RMPC Activities Mapped to Elements document.

Activity	Description of Activity	Unit	Unit Rate	Estimated Quantity	Discretionary	Extended Amount (\$)	Element #
			\$ c		+% -%		
Amount carried forward from page (where applicable)							
101 00	Edge Repair (Manual)	tonne	NR			NR	15
105 00	Pothole Patching	tonne					15
105 01	Pothole patching bucket mix	tonne					15
110 00	Surface Correction with Premix/Asphalt (Manual)- Minor(<150m/km)	tonne					15
130 00	Surface Sweeping	m2					15
139 00	Other Bituminous Surface Work	Prov					15
143 20	Pavement Repairs Gravel (Mech) - depth up to 200mm	m2					15
143 30	Pavement Repairs Gravel (Mech) - depth up to 300mm	m2					15
153 00	In situ Stabilisation-Minor (<500m2 / km)	m3					15
229 00	Other Unsealed Shoulder Work	Prov					15
319 00	Other Surface Drain Work	Prov					15
322 00	Clean Minor Culverts, Pipes and Pits - Major	Prov					15
323 00	Repair Minor Conc. Culverts, Pipes and Pits	Prov					15
323 01	Repair Minor Conc. Culverts, Pipes and Pits (Replacement of minor culverts & pipes)	Prov					15
329 01	Other Minor culvert, pipe and pit work (Inspections)	Prov					15
401 00	Tractor Slashing, Rural	ha					15
403 00	Tractor Slashing - Boom Mower	m2					15
404 00	Hand Mowing	m2					15
405 00	Cleaning	Prov					15
407 00	Herbicide Spraying	L					15
420 00	Roadside Litter Collection - Rural	Prov					15
429 00	Other Roadside Work	Prov					15
502 00	Repair Signs (excluding Guide Signs)	ea					15
504 00	Cleaning Signs	ea					15
509 00	Other Sign Work	Prov					15
514 00	Repair Guide Markers	ea					15
515 00	Replace Guide Markers	ea					15
559 00	Other Furniture repairs	Prov					15
901 00	RMPC Joint Maintenance Requirement Assessment	Lump					15
910 01	Preparation of Management Plans (Maintenance)	Lump					15
911 01	Implementation, monitoring and maintenance of Management Plans (Maintenance)	Lump					15

If Multiple Schedule Upper Limit

Network Schedule

2

Lower Limit

Authorisation

Name

Jenna Devietti

Position

Works Engineer

Signature

NR

Date

13/06/19

Programmed Expenditure Flow RMPC Sole Invitee



Queensland Government

C6088

Contractor

Hinchinbrook Shire Council

Invitation Number

233_19/20

District

Northern

Network Schedule

1

Month	Period		Forecast Expenditure (Accumulative Total) (\$)	Amount Claimed for Month (\$)	Actual Expenditure (Accumulative Total) (\$)
	From	To			
1	1-Jul-2019	31-Jul-2019	NR	\$0.00	\$0.00
2	1-Aug-2019	31-Aug-2019		\$0.00	\$0.00
3	1-Sep-2019	30-Sep-2019		\$0.00	\$0.00
4	1-Oct-2019	31-Oct-2019		\$0.00	\$0.00
5	1-Nov-2019	30-Nov-2019		\$0.00	\$0.00
6	1-Dec-2019	31-Dec-2019		\$0.00	\$0.00
7	1-Jan-2020	31-Jan-2020		\$0.00	\$0.00
8	1-Feb-2020	29-Feb-2020		\$0.00	\$0.00
9	1-Mar-2020	31-Mar-2020		\$0.00	\$0.00
10	1-Apr-2020	30-Apr-2020		\$0.00	\$0.00
11	1-May-2020	31-May-2020		\$0.00	\$0.00
12	1-Jun-2020	30-Jun-2020		\$0.00	\$0.00

Network 1

Forecast Expenditure
Amount Claimed



Authorisation

Name/Position

Jenna Devietti - Works Engineer

Signature

NR

Date

13/06/19

Programmed Expenditure Flow RMPC Sole Invitee



C6088

Contractor

Hinchinbrook Shire Council

Invitation Number

233_19/20

District

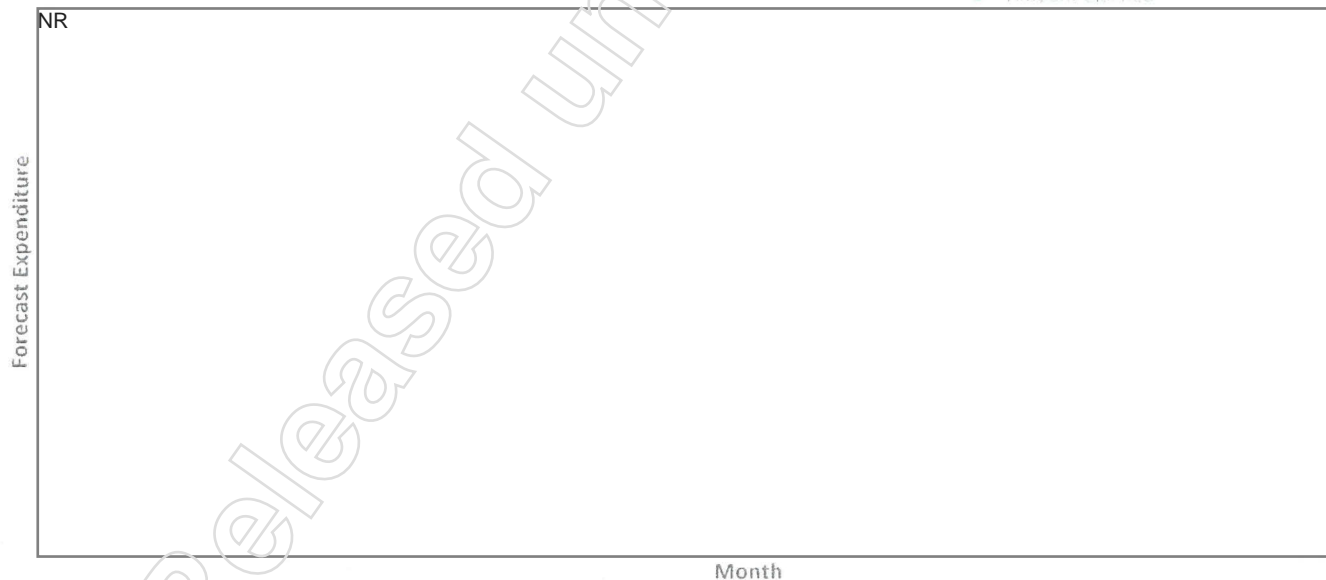
Northern

Network Schedule

2

Month	Period		Forecast Expenditure (Accumulative Total) (\$)	Amount Claimed for Month (\$)	Actual Expenditure (Accumulative Total) (\$)
	From	To			
1	1-Jul-2019	31-Jul-2019	NR	\$0.00	\$0.00
2	1-Aug-2019	31-Aug-2019		\$0.00	\$0.00
3	1-Sep-2019	30-Sep-2019		\$0.00	\$0.00
4	1-Oct-2019	31-Oct-2019		\$0.00	\$0.00
5	1-Nov-2019	30-Nov-2019		\$0.00	\$0.00
6	1-Dec-2019	31-Dec-2019		\$0.00	\$0.00
7	1-Jan-2020	31-Jan-2020		\$0.00	\$0.00
8	1-Feb-2020	29-Feb-2020		\$0.00	\$0.00
9	1-Mar-2020	31-Mar-2020		\$0.00	\$0.00
10	1-Apr-2020	30-Apr-2020		\$0.00	\$0.00
11	1-May-2020	31-May-2020		\$0.00	\$0.00
12	1-Jun-2020	30-Jun-2020		\$0.00	\$0.00

Network 2



Authorisation

Name/Position

Jenna Devietti - Works Engineer

Signature

NR

Date

13/06/19

Daywork Schedule RMPC Sole Invitee



Queensland Government

C6087

The Tenderer's attention is directed to the Invitation to Offer document and General Conditions of Contract. The following rates shall apply to Daywork performed in accordance with the General Conditions.

Labour Daywork Rates: The rates provided below must include, and will be deemed to include, all employment costs including, without limitation, all wages, salaries, leave allowances, bonuses, site mobilisation and disability allowances, workers' compensation insurance premiums, induction cost, payroll tax, fringe benefit tax, superannuation costs, travelling and accommodation costs, onsite and off-site overheads, administrative costs, site supervision, establishment costs, attendance and profit.

Plant Daywork Rates: The rates provided below must include, and will be deemed to include, all operation costs (employment costs including, without limitation, all wages, salaries, leave allowances, bonuses, site mobilisation and disability allowances, workers' compensation insurance premiums, induction cost, payroll tax, fringe benefit tax, superannuation costs, travelling and accommodation costs and the cost related to operating and maintaining of plant and equipment for the Daywork), all necessary safety equipment, overheads, administrative costs, site supervision, establishment and demobilisation costs, attendance and profit.

Please include mobilisation and demobilisation cost for light machineries and heavy machineries rate (\$/km) as two separate line items.

Invitation Number 233_19/20

District Northern

Reference No.	Description	Unit	Daywork Rate (\$)	Stand-down Rate (\$)
DL1	Skid steer loader, up to 0.5 m3 bucket	hour	NR	
DL2	Wheel loader, up to 1.5 m3 bucket	hour		
DL3	Loader IT 1.9m3 93 Kw	hour		
DG1	Grader, engine min 80 Kw	hour		
DG2	Grader, engine min 95 Kw	hour		
DG3	Grader, engine min 110 Kw	hour		
DR2	Roller, SP multiwheeled 10 to 20 tonne	hour		
DR3	Roller, SP 3 point smooth drum (1.5 t 10 Kw)	hour		
DR4	Roller/Operator SP drum 10 t 145 hp	hour		
DT2	Truck, on road tipper 7 t min	hour		
DT4	Flocon truck	hour		
DT5	Tandem tip truck	hour		
DT6	Tandem tip truck, trailer and operator	hour		

DP1	Manager (inc vehicle)	hour	NR
DP2	Foreman (inc vehicle)	hour	
DP2.1	Leading Hand (inc vehicle)	hour	
DP3	Labourer	hour	
DP8	Ganger (inc truck)	hour	
DM1	Pedestrian roller (excl operator)	hour	
DM2	Vibrating plate compactor (excl operator)	hour	
DM3	Tractor with slasher (inc operator)	hour	
DM4	Ride-on mower (inc operator)	hour	
DM5	Hand mower (excl operator)	hour	
DM9	Temporary one-way traffic signals (excl operator)	hour	
DM16	Tractor with boom slasher (inc operator)	hour	
DM22	Backhoe	hour	
DM24	Rotary broom	hour	
DT3	Water truck (inc operator)	hour	
DT0	Truck crew cab/ganger 0.5 t	hour	
M3.5	Chainsaw (inc operator)	hour	
M3.6	Kwik cut saw (excl operator)	hour	
M3.8	Brush cutter (excl operator)	hour	
17.1	Truck (3.5t)	hour	
17.2	Line marking trailer (excl operator)	hour	
17.3	Line marking machine (excl operator)	hour	
17.4	Bobcat	hour	
17.5	Bobcat with profiler	hour	
17.6	Bobcat with sweeper	hour	
17.7	Excavator (50hp)	hour	
17.8	Excavator (100hp)	hour	
17.9	Excavator (150hp)	hour	
17.11	Excavator (200hp)	hour	
18.1	Bobcat with operator	hour	

18.2	Bobcat with profiler with operator	hour	NR	
18.3	Bobcat with sweeper with operator	hour		
19.1	Traffic Control	hour		
<p>Note:</p> <ul style="list-style-type: none"> - Any applicable stand-down rates should be included. - Before executing the daywork activities prior agreement need to be made with the Principal 				

Authorisation

Name

Jenna Devietti

Position

Works Engineer

Signature

NR

Date

13-Jun-19

SUPPLEMENTARY SPECIFICATIONS

1 Surface Sweeping – Activity 130.00

At intersections and turnouts the following restoration standard shall apply:

- All loose material shall be removed from the sealed carriageway and shoulders.
- At sealed intersections and turnouts, all loose material shall be removed from the sealed area within 10m of the Edge Line.
- This activity **does not** provide for routine surface sweeping activities undertaken by the contractor

2 Other Unsealed Shoulder Works – Activity 229.00

Unsealed shoulder work will be carried out under activity 229.00 and will require to be approved prior to commencement of the works.

Material used to top up shoulders shall be a minimum class 3.2.

Payment for this work will be at an agreed provisional sum or day works rates.

3 Visibility Clearing at Intersections – Activity 405.00

The inspection and response times shown for Activity 405.00 in the response timetable relate to the clearing required to maintain visibility at intersections.

4 Management of Declared Plants (Element 5) – Activity 460.00 and 406.00

The department will advise if funds are available for the management of declared plants. Should funds be available, delivery will be carried out under Activity 460.00 and 406.00.

The treatment of noxious weeds will be consistent with the applicable council pest management plan, including:

- Inspection of areas & prioritisation of needs
- Weed seed spread prevention
- Optimising management of declared pests that occur in the road reserve including eradication and containment of infestations (*priority is to be given to those pests within the maintenance footprint*).

Activity 460.00 will be used for the initial treatment and irradiation of declared pests. A declared pests management quote (or A.O.D.) will be required for these works detailing the chainage, location within the road reserve, the type of infestation and the proposed treatment. A copy of the Pest Management Quote form is contained within the RMPC contract documents. Payment for this work will be at an agreed provisional sum or day works rates.

Activity 406.00 will be used for the Spot Spraying of noxious weeds for the purpose of general maintenance and isolated regrowth. Activity 406.01 will also cover the maintenance spraying of pests already treated by 460.00. Payment for this work will be at an agreed provisional sum. For a single event of works exceeding \$2000 in value an A.O.D. will be required.

Additional works outside of the contract will be considered upon receipt of an A.O.D.

5 Management of Declared Plants (Cattle Creek) (Element 5) – Activity 460.01

The department will advise if funds are available for the management of declared plants in the Cattle Creek area on road 10M south of Ingham. Should funds be available, delivery will be carried out under Activity 460.01, and funds included for this activity shall only be used in the Cattle Creek area.

These works shall be programmed for completion prior to 30th November, in advance of the expected wet season.

The treatment of noxious weeds will be consistent with the applicable council pest management plan, including:

- Inspection of areas & prioritisation of needs
- Weed seed spread prevention
- Optimising management of declared pests that occur in the road reserve including eradication and containment of infestations (*priority is to be given to those pests within the maintenance footprint*).

Activity 406.01 will be used for the initial treatment and irradiation of declared pests. A declared pests management quote (or A.O.D.) will be required for these works detailing the chainage, location within the road reserve, the type of infestation and the proposed treatment. A copy of the Pest Management Quote form is contained within the RMPC contract documents. Payment for this work will be at an agreed provisional sum or day works rates.

Activity 406.01 will also be used for the Spot Spraying of noxious weeds for the purpose of general maintenance and isolated regrowth. Activity 406.01 will also cover the maintenance spraying of pests already treated by 460.00. Payment for this work will be at an agreed provisional sum. For a single event of works exceeding \$2000 in value an A.O.D. will be required.

Additional works outside of the contract will be considered upon receipt of an A.O.D.

6 Other Vegetation Control Works – Activity 419.00

All works described under activities 401, 402, 404, 407 and 412 will be carried out under this activity within Schedule 1 and paid for at the agreed lump sum amount under Activity 419.

Within Schedule 2 works shall be carried out under their respective activities.

7 Vegetation Defects (Defect NH)

The "greater than 300mm high on shoulders and drains" defect intervention level, referred to in the intervention levels and response time table, does not apply to unsealed roads.

For sealed roads, intervention levels and response times shall be applied to vegetation within the following width limits:

- **National Highway and Flinders Highway** - Any vegetation within 10m outside traffic lane OR from shoulder width to bottom of the table drain plus one slasher width on back face of drain, whichever is the lesser.
- **State-Controlled Road** - Any vegetation exceeding Intervention level within 6m outside traffic lane OR from shoulder width to bottom of the table drain plus one slasher width on back face of drain, whichever is the lesser.

Where applicable, activities 403.00, 403.01, 404.01 and 407.00 shall be completed no more than 2 weeks after Activity 401.00

8 Other Roadside Work – Activity 429.00

An allowance has been made under this activity for;

- Repairs to damaged roadside shelters
- Removal of old car bodies from the roadside.
- Disposal costs associated with removal of car tyres from the road reserve. (Tyres should be stockpiled then disposed of in bulk).
- Asbestos Removal (using a Licensed Asbestos Removalist).

Payment for this work shall be at the agreed provisional sum or day works rate.

9 Small Guide Signs – Activities 502.00, 504.00

In addition to the works described in activity descriptions in RMPC Volume 1, the Contractor shall repair or clean small guide signs (sign surface area up to 0.9m²) under Activities 502 and 504 and shall be paid at the agreed rates for these activities.

10 Guardrail Repair / Impact Assessment – Activity 559.00

Following any incident where guardrail is impacted and damaged and in addition to any emergency and subsequent repair works required on site, the Contractor shall notify the Principal within 1 day of the defect being identified.

Following the initial notification, the contractor shall complete the following report.

An assessment is to be made on the performance of the guardrail. The assessment will include the following:

- (i) Did the guardrail function in the manner intended.
- (ii) Is it appropriate to repair the guardrail and place in back in service?
- (iii) Is the guard rail beyond minor repair?
- (iv) Is the damage severe enough to warrant a TMR assessment?

The Contractor will prepare a report covering the above details and submit it to the Principal within one week of the incident which caused the damage.

The following temporary make safe works shall be undertaken by the RMPC Contractor as soon as possible (but no greater than 1 day) after any guardrail damage is identified (refer Technical Note 147):

Mid-span longitudinal steel beam guardrail and transition sections:

- Remove barrier elements that project into the traffic path/shoulder; and
- Delineate using temporary delineation, comprising not less than three bollards spaced 5 m apart.

End treatments for W-beam guardrail:

- Remove barrier elements that project into the traffic path/shoulder; and
- Delineate as follows: Form the taper to guide traffic away from the obstruction using cones or bollards spaced 3–5 m apart and supplement these with one or two temporary hazard markers (T5-5 or T5-Q02).

Payment for this work is to be made under activity 559 at the agreed dayworks rates.

After these make safe works are completed, permanent repair of any guardrail will be completed by RoadTek using arrangements outside of this RMPC Contract, unless otherwise agreed between the RMPC Contractor and the Principal.

11 Joint Maintenance Requirements Assessment – Activity 901.00

Representatives of the Principal will be undertaking a Needs Assessment for the next year's Contract in January - February of the Current Contract period.

The Contractor is required to prepare for and participate in the Joint Maintenance Requirements Assessment (Needs Assessment).

Preparation by the Contractor shall include collation of the following data for each activity on the current schedules.

- quantity complete to date
- current backlog
- forecast quantity complete to end of the current Contract.
- a major defect listing

The contractor should also consider if additional activities would be required in the contract to address maintenance needs. As a guide, a copy of the proposed proforma for this activity is attached to these documents.

In addition to this JMRA process, the Contractor will also be expected to provide an updated needs assessment later in the year, at a time designated by the Principal. The required format for this updated needs data is shown in CI 2.12 of the RMPC Guidelines.

Payment for the Contractors participation in the above activities shall be allowed for in this activities provisional sum amount.

12 Preparation of Management Plans (Maintenance) – Activity 910.01

All works associated with the preparation and submission (including any amendments required for approval) of a management plan (maintenance) for the contract.

These works will include:

- Traffic management plan
- Environment management plan
- Safety management plan
- Quality management plan

Payment for the management plan will only be made on approval of the plan. Failure to have the plan approved within 28 days of commencement of the project may result in termination of the contract.

13 Implementation, monitoring and maintenance of the Management Plans (Maintenance) – Activity 911.01

All works associated with the implementation, monitoring and maintenance of a management plan (maintenance) for the contract (including any amendments required for approval).

Work operations incorporated in the above Item 911.01 will include but not limited to:

All work associated with the monitoring and updating the environmental, traffic management plan, environment management plan, safety management plan, quality management plan including:

- Obtaining approval prescribed by the Environmental Protection Act and Regulations for the work site.
- All environmental training and awareness.
- All testing specified in this contract.
- Monitoring and reporting of environmental performance against objectives and standards.
- Investigating, taking corrective action and reporting environmental accidents, incidents and complaints.
- Payment of all fees due under all Acts, Regulations and By-laws.

14 Drainage Inspections Activity 329.01

The Contractor shall establish a program of drainage inspections. These inspections are to be carried out by an accredited level 1 inspector, where drainage structures are inspected annually and any required works are scheduled for completion prior to the normal wet season.

Each year the contractor shall arrange to have all minor drainage installations inspected and the Level 1 Culvert Inspection Form or equivalent (enclosed in this document) completed by the end of August.

A Level 1 Culvert Inspection Form is enclosed in this document and can be used as a report template; alternatively, any similar report containing all required information may be used.

The contractor shall program those drainage works which can be completed within the relevant Network Schedule Total, such that the works are completed prior to the end of December.

The contractor shall prepare and forward a prioritised list of major drainage works, which cannot be accommodated with the network schedule totals, to the principal by the end of September each year.

The contractor shall maintain a listing of all drainage structures on its network.

Details to be included

- chainage
- structure type and description (for example 7/1200 x 600 RCBC)
- date inspected
- works required
- works carried out
- date works completed

The contractor shall retain copies of all checklists which are to be made available to the principal's staff on request.

Note: The term 'minor drainage' is defined as:

Other than Steel Pipes:

- Opening < 1.8m (“diameter” or “span Length”); OR
- “Culvert Height” for rectangular/oval/arch culverts < 1.5m; OR

Steel Pipes:

- Diameter < 1.2m

Payment will be made for these inspection and reporting works under Activity 329.01.

14.3.1 The Standard for Temporary Restrictions due to Wet Weather & Flooding Events

The following information is in reference to the Transport and Main Roads (TMR) standard “State Controlled Roads – The Standard for Temporary Restrictions due to Wet Weather & Flooding Events” for managing restrictions and subsequently the re-opening of state controlled roads (SCR). The following procedure outlines responsibilities required by the contractor on behalf of TMR.

14.3.2 During Events

An assessment of the road segment is to be undertaken by local government representatives to determine whether the location requires restricted access or full closure. The representative must give consideration to the following:

- Safety of travellers, residents, and responders on the road
- the depth of water (300ml can destabilise a light vehicle)
- the water velocity
- protection of road assets
- site-specific circumstances, such as known flood hotspots
- location is safe from further incident issues
- visibility and/or other terrain factors (such as possible further landslides and washouts)

If the SCR contains a vulnerable piece of infrastructure (such as a bridge), an inspection will need to be undertaken by a qualified TMR bridge inspector, before the SCR can be re-opened.

As the contractor becomes aware of circumstances changing during the flooding event, the contractor shall report such changes to the TMR officer during the hours of 6am – 6pm, and to (07) 3066 6860 after hours.

14.3.3 Flooding & Wet Weather Signage

The contractor should ensure appropriate signs and road barriers are installed/ displayed, as detailed in the MUTCD, TRUM Manual and the TC signs Database.

14.3.4 Following Events

14.3.4.1 Process for reopening a SCR

In determining any such partial re-opening, contractors should consider the following:

- Velocity and depth of remaining/anticipated flood waters
- Integrity of the roadway and road pavement structure (hidden washouts or structural damage, pavement saturation and/or severe potholes).

14.3.4.2 Power to re-open a SCR during wet weather and flooding – Local Government:

Local government officers have the power to re-open a SCR on behalf of TMR.

Local authorities are required to first seek the advice of the relevant road authority inspector or structural engineer before re-opening a road that has either a bridge or large culvert within the confines of the closure. Bridges on the Critical Scour Depth register (attached to this contract), will need to be checked by a qualified TMR bridge inspector after significant flooding before the bridge can be reopened.

14.4 Payment

The provisions of CI 5.8 of the General Conditions of Contract apply.

The monitoring of flood events and the erection of any signs may be claimed as an emergency activity. Payment for this work can be claimed under Activity 452 – Emergency Call Out Activities.

Should flooding activate Natural Disaster Relief Arrangements, the Contractor is required to claim payment for monitoring and the erection of any signs under the schemes as part of emergent repairs.

15 Flood and Road Closure Inspections

15.1 During Flood Events

The contractor shall monitor the road network and erect warning signs as appropriate. If flooding necessitates closure of the road, the contractor will liaise with the local police regarding such closure.

15.2 Following Flood Events

The contractor shall inspect the road network for damage and arrange any necessary emergent repairs. Due to the increasing demand of information needed for a DRFA funding submission, before and after photos (using a GPS Camera) of the repairs will be required.

The contractor shall also inspect all minor drainage structures for damage and report such damage to the principal. Payment for this work can be claimed under Activity 329.01 or as directed by Transport and Main Roads staff should the flooding be designated by Emergency Management Queensland as an event.

15.3 Flood and Road Closure Reporting

Where state-controlled roads are affected by flooding or any event that impacts on the roads operation, the contractor shall notify the Principal of any changes in the road condition. These changes include, but are not limited to:

- Road Closures;
- Road Re-openings;
- Hazards (Debris, surface water, ect)

Notice by the Contractor shall be phoned through on the following contacts:

- 6am-6pm: Glen Vaughan 0418 984 571; or
- After Hours: Traffic Management Centre 30 666 860

See also 14.3.2

15.5. Emergent Works

Should flooding activate Natural Disaster Relief Arrangements, the Principal shall request the RMPC contractor to complete emergent repair works under a "Letter of Undertaking", including the following:

- RMPC Contractors are to inspect the road and establish what scope of works will be eligible to be claimed under DRFA and what stays under the Road Maintenance Performance Contract (RMPC);
- DRFA claimable works are to be flagged as 'natural disaster' in the contractor's management system.
- Contractor confirms agreement with conditions in letter of undertaking;
- Contractor maintains cost by road link & Local Government Area for plant, labour and materials, in accordance with agreed RMPC rates.
- Contractor invoices works on a progress claim (separate to the RMPC progress claim) with supporting costings and agreed offsite overhead and profit, utilising format as provided by the Principal in the Letter of Undertaking.

16 Signage Inspections

The contractor shall maintain a register of all signs including type, road and chainage on all roads. No separate payment shall be made for these works. A copy of any changes from the original register, are to be forwarded to the Principal. An updated signage register is to be submitted to the Principal by 31 August 2019. This register shall meet the following minimum requirements:

- Electronic Register (Microsoft Excel preferred)
- Type references (as defined in the MUTCD) for all regulatory signs
- Digital photos included for all advisory and non-standard signs

In addition, all new signage including work signs shall be Class 1.

17 Incident Reporting and Emergency Activities

When attending a traffic incident, the following details are to be recorded and placed in a report to TMR:

- If QPS attend, the officer's name and QPS job number.
- Registration numbers of vehicles involved.
- Emergency services that attended the site, Fire, ambulance etc.
- Time and date of the incident.
- Photos of damage and site in general.

An example of a typical form is attached to these documents. No separate payment shall be made for the report.

Should the traffic incident result in the department claiming back costs from those involved, the contractor may be asked to supply the following breakdown of details and costs incurred for attendance and repair works carried out on site:

- Plant
- Labour
- Materials
- Traffic control invoices (if external company used)
- Invoices for external sub-contractors used

A copy of details of emergency activities is to be submitted prior to payment under Activity **452.00**.

18 Provisional Activities

The contractor must submit an A.O.D (Advice of Defect) to the principal for approval before work commences for all provisional sum activities where the likely claim from the Contractor is more than \$2,000.

The contractor must maintain a record of all resources and quantities for these activities. Payment will be made on actual costs at applicable day works rates.

19 Works in urban areas to be restricted to 9.00am – 3.00pm unless approval is granted by the Principal.

20 Monitoring and Reporting Bank Erosion – Timrith

The contractor will regularly monitor the erosion to the right bank of the Herbert River at Lannercost, approximately 15km North West of Ingham.

The contractor will notify the principal should the bank encroach within 15 m of the roadway.

21 Third Party Property Damage Claims

Under the General Conditions of Contract (RMPC) the contractor has limited indemnity in favour of Transport and Main Roads as stated in Clause 8.3 and 8.4.

The contractor will be responsible for the coordination and correspondence with all claimants requesting compensation for property damage as a result of defective road surfaces. The contractor will;

- Receive the claims directly from the claimant or from Transport and Main Roads staff.
- Investigate the incident to determine if the claim is justified.
- Take photographic evidence of the defect or repair work detailing when maintenance works were carried out.
- Correspond to the claimant admitting or denying liability.
- Copy the Transport and Main Roads Maintenance Engineer in on any correspondence.
- If the claim submitted is as result of a carriageway defect and the contractor has not met the response times detailed in the contract document then the contractor will be responsible for payment of the claim.

22 Insitu Stabilisation – Major – Activity 154.00

The department will advise if funds are available for works to be carried out under Activity 154.00.

Where pavement defects in excess of the above frequency have been detected on any given road link, the contractor may provide to the maintenance engineer for consideration, a proposal to undertake major insitu stabilisation.

Rates shall be based on the following design concept:

Insitu stabilise to 200mm @ 2% GP Cement with a two coat 7mm emulsion seal.

All works undertaken for this activity are to comply with all relevant MRS & MRTS.

Design concepts for individual sections are to be negotiated in conjunction with the Maintenance Engineer.

23 Linemarking – General – Activity 759.00

The Department will advise if funds are available for works to be carried out under activity 759.00.

Where line marking defects exist on local roads at the approach to state controlled roads, the contractor may provide to the maintenance engineer for consideration, a proposal to carry out repainting of the existing lines. The proposal shall include an estimate for the works based on day works rates. No work shall proceed prior to approval from the maintenance engineer.

All works associated with this activity is to comply with MRS45 & MRTS45.

ASCII files shall be recorded for all works associated with this activity.

24 Replace minor culverts and pipes – Activity 323.01

The Department will advise if funds are available for works to be carried out under activity 320.01.

No works shall occur without the written approval of the Principal.

Any proposed replacements shall be assessed by the Principal in regards to replacement culvert sizes and hydraulic considerations.

The Contractor shall make sufficient allowance for the Principal to complete any required design reviews prior to works, where any of the following change:

- Culvert size or number;
- Culvert skew;
- Invert Level;
- Outlet Level;
- Change to Outlet Protection; or
- Change to End Structures.

25 Notification of Works

For all works requiring lane closures, the Contractor shall provide notification to the Principal, prior to commencement of the works.

Details to be provided at a minimum

- Road Link Name and TMR reference number;
- Chainage From and To for the proposed work area; &
- Anticipated Start and Finish times;

Notifications shall be made to the Traffic Management Centre via the following contacts:

- Email: TMC-Townsville@tmr.qld.gov.au; or
- Phone: 1800 13 19 40

RMPC SUPPLEMENTARY CONDITIONS OF CONTRACT

1. 12 MONTH CONTRACT 2019-20

This Contract is over a 12 month period. The estimated quantities are a total for the 12 months.

The Contractor shall be required to submit a forecast in the Expenditure Flow Chart for the 12 month period, and also a Works Program at the start of the Contract.

The Contractor shall not exceed 100% of the total contract amount in the 12 month period.

2. INSPECTION PROGRAMME

The Contractor shall submit for approval by the Principal, a detailed network inspection programme prior to the contract commencement. All activities shall meet, as a minimum, the following inspection frequencies.

Frequency	Activities
Every Day	<ul style="list-style-type: none"> Rest Areas
Weekly (7 days)	<ul style="list-style-type: none"> Safety inspections on sealed and unsealed pavements Regulatory signs and hazard markers Litter at truck stops and lookouts Structural damage to guardrail and barriers Offensive graffiti
Fortnightly (14 days)	<ul style="list-style-type: none"> Guide markers / posts delineators, All signs
Monthly (Calendar Month)	<ul style="list-style-type: none"> Roadside vegetation (grass, trees, shrubs, limbs likely to fall on roadway, landscaping, declared plants) Pavement and shoulders (debris, pavement repairs and so on) Truck stops, rest areas, driver reviver and Weigh In Motion sites Non pavement related – electrical pits, drainage pits, manhole covers and grates, kerb, traffic islands Other roadside defects (for example: potential pedestrian hazards)
3 Monthly	<ul style="list-style-type: none"> All bitumen surfaces (cracks, surface texture, ruts, depressions, bumps, roughness, and other bituminous surface defects) Graffiti

Frequency	Activities
6 Monthly	<ul style="list-style-type: none"> Barrier furniture (guardrail, wire rope, concrete, fencing) – structural integrity and appearance Drainage (subsoil drains, concrete/earth surface drains including catch drains, diversion drains, table drains)
12 Monthly	<ul style="list-style-type: none"> Level 1 minor culverts, pipes, pits and floodways Night inspections on signs, delineation (barriers, guide posts), and objects obstructing visibility – to be completed by 31 August 2018. Refer to Supplementary Specifications for additional details.
During or after a prolonged rainfall event, or natural disaster	<ul style="list-style-type: none"> Determine at the time, by severity of event. Inspection/ determination of condition of road and structural assets. Locate blockages, scours and structural distress. Record, monitor, all potential safety hazard defects. Report in accordance with relevant NDRRA Guidelines.

3. RESPONSE TIMES

The response time is the time between when the defect was identified and when it was repaired.

For specific required response times for hazards, refer to “**Defect Intervention Level & Response Time (IL/RT) criteria for Routine Maintenance**” document included in the Contract.

Repair of the defect is to occur within the Specified Response Time. Response can be to any of the following:

1. Inspections
2. Advice from Contractors Staff
3. Advice from Transport and Main Roads staff and advice from public

4. DISCRETIONARY LIMITS

In addition to Clause 5.2 of C6083 – General Conditions of Contract, the following shall apply.

Where no discretionary limits are specified in the Network Schedule, the Contractor may alter the scheduled quantity within Element 15 at their discretion. However the Contractor is still to ensure that the revised schedule total does not exceed the approved contract amount for that schedule.

Please note this Supplementary Condition of Contract does not apply to Lump Sum or Provisional Sum activities.

The Contractor shall update the "Current Contract Quantity" with each progress claim to reflect the changes made.

Please Note: Discretionary Limits between Elements is not permitted.

5. ELEMENT MANAGEMENT

All works nominated under activities listed in the schedule for Elements other than Element 15 shall not be carried out without prior written approval from the Principal.

6. QUALITY PLAN

6.1 Contents of Quality Plan

In addition to the requirements of Part 10 of the General Conditions of Contract, the Contractor is required to include in the Quality Plan, a Plan which details how the works involved in this contract will be completed. This plan will include the proposed timing of significant aspects of the contract (such as night inspections, drainage repairs, pavement repairs). Note: RMPC Guidelines will not be accepted as works procedures.

6.2 Inspection of Drainage Structures

In addition to the requirements of Part 10 of the General Conditions of Contract, the Quality Plan shall include a procedure and/or check lists for the inspection and checking of minor drainage structures.

The checklist should highlight the need to identify:

- i) Any structural repairs such as:
 - culvert units moving apart
 - exposed reinforcing steel
 - broken headwalls and
- ii) Any operational works required such as:
 - Clearing
 - cleaning
 - scour repairs.

Any Level 1 culvert inspections with identified major structural defects are to be forwarded to TMR for future investigation

7. WORK HEALTH AND SAFETY PLAN (WHS PLAN)

7.1. WHS PLAN PREPARATION

In addition to Clause 10.4 of the General Conditions of Contract, the Contractor shall establish, review and maintain a written WHS Plan, signed by the Contractor, prior to commencing work. The WHS Plan shall include, as a minimum, the following information:

- a) a copy of the Contractor's WHS Policy Statement
- b) the Contractors organisational hierarchy, including names and positions, of all persons at the workplace of all persons at the workplace whose positions or roles involve specific health and safety responsibilities in connection with the Works, and their respective health and safety responsibilities

- c) the arrangements for consultation, cooperation and the coordination of activities between all duty holders, in relation to discharging their duties under the WHS Act and Electrical Safety Act and subordinate legislation
- d) the arrangements for the collection and any assessment, monitoring and review of safe work method statements at the Workplace
- e) details of the Contractor's procedures for managing specific safety matters, including, but not limited to, the following:
 - identifying hazards and managing risks, including inspections and audits
 - high risk manual tasks
 - high risk construction work, including occupational licensing
 - asbestos
 - traffic management, including mobile plant
 - use, storage, handling, transport and disposal of hazardous chemicals
 - slips, trips and falls
 - sun safety and heat-related illness
 - fatigue
 - remote or isolated work
 - plant and equipment, including electrical equipment
 - excavations, including underground services
 - working near powerlines
 - emergency and incident response, including first aid and incident notification
 - provision of information, training and instruction
 - personal protective equipment
 - disciplinary processes and non-compliance, including responding to Enforcement Notices issued under the Work Health & Safety Act 2011 or the Electrical Safety Act 2002
- f) any site-specific health and safety rules, and the arrangements for ensuring that all persons at the workplace are informed of these rules, including, but not limited to::
 - PPE requirements
 - access to the workplace and security arrangements
 - storage of plant and equipment
 - storage and disposal of waste materials
 - cleaning of amenities
 - reporting incidents
 - emergency contact details
 - smoking, alcohol and drugs
 - worker conduct
 - housekeeping
 - inductions and visitors to site

7.2. INFORMING WORKERS AND AVAILABILITY OF WHS PLAN

The Contractor must ensure, so far as is reasonably practicable, that each person who is to carry out construction work in connection with the Works is made aware of:

- a) prior to a person commencing work, the content of the Workplace Plan and a persons right to inspect the WHS Plan, including any revisions; and
- b) any revisions to the WHS Plan

The Contractor must ensure that a copy of the WHS plan is readily accessible to any person who is to carry out construction work in connection with the Works

7.3. REVISION AND REPORTING

The Contractor must review and, as necessary, revise the Workplace Plan to ensure that it remains current and relevant to the Works being undertaken.

Monthly reports are to be provided to the Principal outlining:

- a) any revisions made to the WHS Management Plan and how relevant persons have been advised of those revisions
- b) details of any non-compliances, including Enforcement Notices issued by WHS Qld or the Electrical Safety Office;
- c) any other matters relevant to the management of work health and safety or reasonably required by the Principal

7.4. WORKPLACE HEALTH & SAFETY AUDITS

The Principal may audit the implementation of the WHS Management Plan at any time. During any audit the Contractor must provide the Principal with all documents, access and assistance necessary for completing the audit. Auditing may take one or a combination of the following forms:

- a) a check on whether the Contractor is complying with the provisions of the WHS Management Plan; or
- b) a check on the Contractor's individual procedures and records.

If a non-compliance is identified, the Contractor must suspend construction works (or the relevant portion) until the Contractor has addressed the safety issues identified during the audit, and in the meantime continue to comply with all duties and obligations under the WHS Act, Electrical Safety Act and subordinate legislation and the Contract;

If any nonconformance in the Contractor's WHS Management Plan is detected, the Contractor shall rectify the nonconformance and resubmit the amended WHS Management Plan within seven (7) days.

If the Contractor fails to rectify a non-conformance that has been identified on three (3) separate occasions in the auditing process, the Principal may give notice to the Contractor of a substantial breach of the Contract under Clause 11.2 of the General Conditions of Contract.

8 EMERGENCY CONTACT PHONE NUMBERS

Within seven days of the date of Conditional Agreement, the Contractor shall advise the Principal of at least two after hours phone numbers where members of the Contractors staff can be contacted in the event of an emergency.

The region's after hours emergency contact number is

9 SOLVENT SPILLAGE

The Contractor shall at all times during the course of the Contract comply with the requirements of the Environmental Protection Act (EPA).

The refuelling of plant, use of plant which leaks fuel or oil, mixing of cutting oil with bitumen, the transfer or handling of paint, or any other action which may result in the spillage of any solvent shall not be carried out by the Contractor on any bituminous surface (including asphalt) or on any other surface on which bitumen is to be placed.

In the event of a solvent spillage, as described above, the Contractor shall replace the contaminated material as ordered by the Principal at no cost to the Principal.

10 CONTROL OF NOISE, DUST, VIBRATIONS AND OTHER NUISANCES

The Contractor shall take all reasonable actions necessary to prevent (where feasible), or otherwise minimise, nuisance to others generated by its activities. Such action shall include:

- Preventing undue dust and rubbish blowing from the site or from vehicles hauling materials to and from the site by keeping haul roads and sidetracks damp and by covering trucks.
- Minimising the effects of noise on the occupants of adjacent properties by the use of silenced plant or by operating plant as far as practicable from any dwellings.
- Limiting ground vibrations in adjoining properties by ensuring that the ground particle velocities from any necessary operation of vibratory compaction or percussion equipment do not exceed 5mm/s at any boundary of the site.
- Preventing glare for nearby traffic and adjacent dwellings by shielding artificial lighting where work is permitted to occur outside the normal daylight hours.
- Preventing other than natural run-off from the site on to adjoining land.

11 STORAGE OF PRINCIPAL'S MATERIALS

From time to time, the Contractor may be required to remove materials from the road, which may be suitable for reuse. Examples include sign components, guardrail components, pipes and pavement gravel.

All materials suitable for reuse shall remain the property of the Principal and be securely stored by the Contractor at the Contractor's expense at the Contractor's compound. When use of these Principal's materials for road maintenance is proposed, reduction in the scheduled unit rate for the relevant activity may be negotiated, taking into account the costs incurred by the Contractor in storing the materials.

Where gravel material removed from the road pavement during maintenance activities are suitable for reuse (for example for shoulder re-sheeting), the Contractor shall stockpile these materials in the nearest practical gravel pit or stockpile area, unless otherwise agreed.

Within one month of the start of the contract period, the Contractor shall advise the Principal of proposed gravel stockpiles sites.

12 LOSS OF PAVEMENT MARKINGS DUE TO WORKS

Should, during the course of the works, pavement markings be removed or obscured to the following extent, the Contractor shall submit a "Request for Road Marking Services" Form available from the Principal.

- (i) More than 24m of edge line or centreline and/or
- (ii) Any lateral pavement markings (for example painted islands, stop bars).

The required form shall be submitted to the Principal's Delegate within 24 hours of completion of the Activity which removed or obscured the pavement marking.

12. TRAFFIC MANAGEMENT PLAN

In addition to CI 9.5 of the General Conditions of Contract, the Contractor shall develop a Traffic Management Plan to comply with the current Manual of Uniform Traffic Control Devices (MUTCD) Part 3 and the Traffic and Road Use Manual (TRUM) Volume 7. Diagrams complying with these documents will be used in lieu of the form M994 – "Erection and Removal of Regulatory Traffic Control Devices".

The traffic management plans must suitably address contractual or "Road Corridor Permit" requirements, in particular –

- Type, sizes and numbers of signs to be used.
- Drawing or description of exact location of the signs used in the traffic management scheme.
- Date on which the scheme will be first required.
- Anticipated date when the scheme will no longer be required.
- Keeping of daily records in accordance with MUTCD Part 3 Appendix A Section 2.
- Provision of after hours contact details.

The Traffic Management Plan shall be submitted to the Principal for direction as to suitability. The Contractor shall submit any changes to its existing Plans to the Principal for direction as to their suitability immediately after any audit and in any case, at least four (4) weeks prior to commencement of any work under the renewed Contract.

In the case of the Principal indicating that any of the Plans are not suitable, the Contractor must amend and resubmit the relevant plans to the Principal.

Signs erected for road works that are carried out without a traffic management plan (for example, emergency work) should be documented by daily recording in accordance with MUTCD Part 3 Appendix A Section 2.

13 PAYMENT AND FORECASTING

The Contractor shall submit their Progress Claims (as described in Part 5.4 of the General Conditions of Contract RMPC) on a monthly basis. The claim is to be received by the 10th day of the subsequent month.

An updated forecast of expenditure for the current month shall be submitted by the Contractor to the Principal by the 20th of each month (or other date within the period 20th to the 27th of the month as advised by the Principal in advance to suit end of month forecasting dates). This shall include a completed revised Programmed Expenditure Flow for each Network as per CI 5.5 (d) of the General Conditions of Contract.

14 NOT USED**15 WORK HEALTH AND SAFETY (AMENDMENTS TO GENERAL CONDITIONS)****15.1 GENERAL**

For the purposes of this clause:

- the terms “worker”, “workplace”, “construction work”, “duty”, “person conducting a business or undertaking (PCBU)” and “person with management or control”, have the meanings given in the Work Health and Safety Act 2011 (“WHS Act”) and the Work Health and Safety Regulation 2011 (“WHS Regulation”)
- the term “notifiable incident” has the meanings given in the WHS Act and the Electrical Safety Act 2002
- the term “Regulator” means Workplace Health and Safety Queensland or the Electrical Safety Office.

This Section “WORK HEALTH AND SAFETY (AMENDMENTS TO GENERAL CONDITIONS)” shall be read in conjunction with the General Conditions of Contract, and in the event of discrepancy, the Supplementary Conditions of Contract as contained in this document shall take precedence.

15.2 DUTIES

Each PCBU associated with the Works is responsible for discharging the relevant health and safety duties, as described in the WHS Act, Electrical Safety Act and subordinate legislation.

- a) Duties may be shared between PCBU's
- b) A PCBU may have more than one duty.
- c) Liability for a duty can not be transferred to another PCBU.

For these Works, and to the extent to which a PCBU has the capacity to influence or control the matter, a PCBU is required to ensure, as far as is reasonably practicable, the health and safety of:

- a) workers engaged, or caused to be engaged, by the PCBU
- b) workers whose activities are influenced or directed by the PCBU
- c) other persons

15.3 APPOINTMENT OF PRINCIPAL CONTRACTOR

Where the value of this offer is greater than \$250,000, acceptance by the Principal of the Contractor's offer means that the Contractor agrees and acknowledges that for the purposes of the WHS Act and the WHS Regulation, the Contractor is:

- a) authorised to have management and control of the Workplace;
- b) the principal contractor as defined in the WHS Regulation, and therefore responsible for discharging all additional duties of a Principal Contractor.

in all other cases, the Contractor is authorised to have management and control of the Workplace.

15.4 CONSULTATION, COOPERATION AND COORDINATION

In addition to the requirements in Part 2.1 of the General Conditions of Contract (RMPC), the Contractor shall consult, cooperate and coordinate on safety matters on an ongoing basis with all other duty holders, as prescribed in the WHS Act, WHS Regulation and Work Health and Safety

Consultation, Cooperation and Coordination Code of Practice 2011. This process shall include, but is not limited to:

- a) the Principal
- b) all other duty holders in relation to any duty held by the Contractor
- c) workers (whether or not directly employed by the Contractor) who are or are likely to be directly affected
- d) Health and Safety Representatives of workers who are or are likely to be affected
- e) relevant suppliers, contractors and other third parties.

15.5 RISK MANAGEMENT

The Contractor is to ensure health and safety by eliminating risks to health and safety, so far as is reasonably practicable and where it is not reasonably practicable to eliminate those risks to health and safety, to minimise those risks to health and safety so far as is reasonably practicable. Where the Contractor cannot resolve a health and safety matter to an acceptable level of risk or standard imposed by the WHS Act, Electrical Safety Act and subordinate legislation, the Contractor must cooperate and coordinate with the Principal to ensure these matters are resolved.

15.6 HEALTH AND SAFETY COMMITTEES AND REPRESENTATIVES

Where required to do so, the Contractor will facilitate the election of Health and Safety Representatives (HSR's) and establish a Health and Safety Committee (HSC), as prescribed in the WHS Act, WHS Regulation and Work Health and Safety Consultation, Cooperation and Coordination Code of Practice 2011.

The Contractor may facilitate the election of HSR's and establish a HSC at the Contractor's initiative.

15.7 WORKPLACE INCIDENTS

The Contractor will:

- a) ensure that the Principal is informed of any health and/or safety related incidents that have occurred in relation to or in connection with the works, as soon as is reasonably practicable after becoming aware of the incident occurring, including 'near-miss' incidents.
- b) the regulator is notified of any notifiable incident in accordance with the requirements of the WHS Act and the Electrical Safety Act 2002
- c) not disturb the scene of a notifiable incident without approval to do so from the Regulator, or as allowed under the Work Health and Safety Act 2011 or the Electrical Safety Regulation 2013
- d) when requested by the Principal, provide the Principal with a full Incident Investigation Report within 10 days of such a request, which includes details of the incident, a root cause analysis and any actions to be implemented.

15.8 ASBESTOS MANAGEMENT

Asbestos or Asbestos containing material may be found within the area outlined in this contract (See *Details of Network C6094*), including the following situations:

- a) as part of TMR infrastructure assets, including electrical pits and conduits, bridges and other structures
- b) within the road reserve, as a result of insufficient load restraint practices, storm debris or illegal dumping
- c) found naturally in the ground
- d) buried within the road corridor as a result of waste management practices undertaken when assets were constructed.

If asbestos is found or identified, the Contractor shall isolate the area, and notify the Principal immediately for direction. Management of asbestos shall be in accordance with the Work Health and Safety legislation and relevant Codes of Practice, including for removal and disposal activities.

The contractor is responsible for contacting other organisations with assets located in the road reserve, to determine if any asbestos risk exists from those other assets.

Released under RTI - DTMR

C6083 – General Conditions

Road Maintenance Performance Contract (RMPC)

September 2018

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Part A: Contract overview and fundamentals

1 Definitions and interpretations

1.1 Definitions

In the Contract, except where the context otherwise requires, specific definitions for words or phrases used in this document are listed in this table.

Term	Definition
Adjustment Events	Those events that will result in changes to the Total Contract Amount defined in 'Part F: Variations'.
Affected Utilities	A Public Utility Plant (PUP) that may be affected by Work under the Contract.
Asset Information	Any document, information, data, report, material, sample or whatever its form regarding: <ol style="list-style-type: none"> the Road infrastructure or its surroundings the condition of the Road infrastructure or the historical data relating to: <ol style="list-style-type: none"> Maintenance Work required to maintain the Road infrastructure Incident Response Activities a Site or its surroundings or the subsurface conditions (including topographical, geological, environmental and hydrological conditions) or subsurface services at a Site or its surroundings
Authority	All federal, state or territory and local government councils, parliaments, departments, offices, bodies and instrumentalities and all public or statutory bodies, corporations, instrumentalities, authorities, Persons or entities which in any way govern, regulate, control or affect any aspect of the Work under Contract or Works.
Claim	Any Claim, demand, action, proceeding or suit which the Contractor may make or bring against the Principal or any of its agents or employees or any Claim which the Principal may have against the Contractor relating to the construction of the Contract or as to any fact, matter or thing arising out of, or in connection with, the Contract or the Work under the Contract, including (without limitation) any Claim, demand, action, proceeding or suit seeking the payment of money or any costs, expenses, loss or damages on any ground whatsoever, including (without limitation) pursuant to the Contract, on a quantum merit basis, for unjust enrichment, in tort and insofar as is permitted by law pursuant to any other principle of law.
Confidential Information	Any information which is confidential to the Principal, and of which the Contractor is aware for the purpose of providing the Road Maintenance services or otherwise, and which includes (without limitation) information concerning or relating to past, present or contemplated activities, internal or external business operations or other information of the Principal or which may, either directly or indirectly, be relevant to the Principal's business and which includes any compilation of otherwise public information that is in a form not in the public domain.
Consequential Loss	Any: <ol style="list-style-type: none"> indirect or Consequential Loss or damage of any nature loss of profit, revenue, business, Contracts or anticipated savings, except any liquidated damages or lane rentals payable under the Contract, which may have been calculated with reference to, or which otherwise includes, such loss.
Contract	means the agreement between the Principal and the Contractor and comprising the documents set out or referred to in the completed RMPC forms.
Contractor	A Local Government (LG), RoadTek or joint venture with local government(s) or RoadTek).
Contract Documents	Comprises: <ol style="list-style-type: none"> the completed Offer Documents (Conditional Agreement Schedules) other Offer Documents (not requiring completion) any ratification notice(s)

Term	Definition
	<p>d) Contractor's quality system, including its Quality Plan, Environmental Management Plan (Maintenance) and Safety Plan</p> <p>e) latest versions of referenced corporate documents, including:</p> <ul style="list-style-type: none"> i. the Roads and Transport Alliance Memorandum of Agreement between the Department of Transport and Main Roads and Local Government Association of Queensland Ltd, <i>The Roads and Transport Alliance Agreement</i> (where the Contractor is a Local Government) ii. the current Mutual Obligations Agreement between RoadTek and the Principal's district delegate (only where the Contractor is RoadTek) <p>f) any variation or other written agreements under the Contract.</p>
Contract Period	The period (up to 24 months) shown in the Contract Documents
Day	means calendar day.
Daywork Rates	Where the Contract specifies that a valuation is to be made using Daywork Rates (including in relation to prime cost items and variations) such a valuation will be made using the corresponding Daywork Rates (as supplied) and actual quantities.
Defect	Any undesirable condition of the transport infrastructure identified as per Intervention Level/Response Time (IL/RT) criteria.
Defect Log	List of Defects identified as per IL/RT criteria during the inspection
Defect Backlog	Remaining unfunded Defects in the current Defect Log.
Department	The Queensland Department of Transport and Main Roads
Emergency Maintenance	Maintenance Activities undertaken by the Contractor in response to an emergency situation.
Engineering Innovation document	The Principal's document, <i>Engineering Innovation in the Department of Transport and Main Roads</i> as amended from time to time.
Excepted Risks	has the meaning given in Clause 8.2
Forward List of Work	The list of works, programmed to be completed on the Network due to Defects having reached the Initial Intervention Level.
GST	means the goods and services tax imposed under the GST Legislation. A reference to an amount of GST is reference to the GST liability in respect of the supply in question
GST Legislation	<i>A New Tax System (Goods and Services Tax) Act 1999</i> (Cth), associated legislation and any additional or substituted legislation providing for a value added tax, consumption tax, retail tax or other goods and services tax.
Guaranteed Renewal Period	The guaranteed period for renewal of the Contract as shown in the Contract Documents.
Guidelines	<p>The department's technical document for Routine Maintenance Guidelines, incorporating:</p> <ul style="list-style-type: none"> a) Intervention Level and Response Time (IL/RT) criteria b) Hazardous Defects Identification Procedure c) corporate Maintenance Activity Standards.
Incident Response Activities	All activities required to comply with the notifiable incidents.
Initial Intervention Level	The magnitude of a Defect as set out in the Guidelines that should be used by the Contractor for recording Defects into the Forward List of Works to assist in Work planning.
Intellectual Property Right	Any patent, registered design, trademark or name, copyright or other protected right.
Intervention Level/Response	As defined in the Routine Maintenance Guidelines (Guidelines).

Term	Definition
Time (IL/RT) criteria	
Invitation to Offer	The department's invitation to the Contractor to prepare and submit an Offer in accordance with the Contract Documents.
Joint Maintenance Requirement Assessment (JMRA)	A joint department/Contractor assessment of the Network for the purpose of determining the extent of Maintenance Activities required for Routine Maintenance for the forthcoming Contract Period.
LG	Local Government in Queensland
Maintenance Activity	Describes how a Defect is rectified. The word 'Activity' in the document has the same meaning of Maintenance Activity.
Maintenance Activity Standard	<p>The department's requirements for a Maintenance Activity, including:</p> <ul style="list-style-type: none"> • unique reference number (mandatory) • description (mandatory) • applicable specifications • restoration standards • units of measurement (mandatory) • work items (if applicable) • testing requirements • work preparation or work operations details in lieu • work planning, particular points to consider • work procedures, particular points to consider or work operations details in lieu. <p>Note: These Activity Standards are not mandatory requirements (except where indicated) but may be used in preparing the Contractor's Quality Plan. They are detailed in the Principal's Routine Maintenance Guidelines (the Guidelines).</p>
Maintenance	All activities, as indicated in the RMPC Sole Invitee Manual and the Guidelines, to rectify Defects.
Minor Works	Specific minor enhancement works, generally preidentified during the JMRA in order to reduce further deterioration of transport infrastructure. The total estimated cost for all minor works schedules must be less than \$500,000 per year per contract.
Network	Comprises those Roads included in the Contract.
Network Schedule	The financial limit that applies for each year for Routine Maintenance Schedule of Rates items (but excluding the prime cost items), as adjusted from time to time in accordance with the Contract.
Network Schedule Total	The sum of the extended amounts for the Network Schedule (form C6084.2). The amount agreed by the parties for completion of Maintenance Activities on the National Highway Network and the Other State-Controlled Network respectively.
Person	Includes a firm or body corporate or un-incorporate or an individual.
Planned Routine Maintenance Work	<p>The items of Work specified in the Joint Maintenance Requirement Assessment (JMRA): where an item of Work is specified in the JMRA Schedule of Rates and the:</p> <ul style="list-style-type: none"> a) Routine Maintenance Lump Sums or b) Routine Maintenance Schedule of Rates <p>applies, that item of Work is only Planned Routine Maintenance Work where the Intervention Level specified in the JMRA for the relevant item of Work is exceeded.</p>
Planned Routine Maintenance Work Schedule of Rates	Set out in form C6086.
Principal	The State of Queensland acting through the Queensland Department of Transport and Main Roads
Principal Delegate	means the person or position delegated by the Principal with the authority to enter into the Contract.

Term	Definition
Principal's Representative	means the person or position delegated by the Principal's Delegate and shall represent the interests of the Principal when required under the Contract. The Principal's Representative shall have a good knowledge and understanding of the requirements of the Works.
Progress Report	Includes: a) signed form C6096 b) form C6097 (mandatory requirement) or a disk(or other electronic media) containing details of completed Activities in the format as set out in the RMPC Activity Numbering System (mandatory requirement) c) form C6098 and variations (as required by the department) and d) completed updated Programmed Expenditure Report (as required by the department).
Provisional Sum	The amounts agreed in the Schedules for difficult to measure Activities.
Public Utility Plant (PUP)	means any railway, monorail, tramway, viaduct, aqueduct, conduit, water channel, pipeline (water, stormwater, gas, sewerage or otherwise), fixed mechanical conveyor, tower, pole, cable (electrical, fibre optic, telecommunications or otherwise), electrical installation or telecommunications plant that is: a) on, in, over, under or adjacent to the Site, or b) affected by the Work Under the Contract but does not include Constructional Plant
Quality Plan	The plan required under 'Part I: <i>Quality System</i> ' detailed in Clause 10.2.
RoadTek	RoadTek is a commercial business branch within the Department of Transport and Main Roads (TMR).
Routine Maintenance	Those Activities as set out in the Guidelines.
Routine Maintenance Works	All Maintenance Works and related services necessary to maintain the Road infrastructure, such that the intervention limits specified in the Maintenance levels of service are not exceeded.
Schedules	List of priced Maintenance Activities.
Site	The nominated Road Network and any other places where the Road Maintenance services or any part of the Road Maintenance services are to be carried out.
Sole Invitee	Where the department offers Routine Maintenance Works to its traditional suppliers, Local Government (LG) and RoadTek without any competition from other Contractors.
Specifications	The Principal's Standard Specifications.
Subcontractor	means any Contractor, consultant or supplier (including their personnel), engaged by or on behalf of the Contractor with respect to the Work Under the Contract and includes the Contractor's designers and any supplier or hirer of materials, plant or equipment
Total Contract Amount	The sum of the amounts for the Network Schedule Totals and Minor Works Schedule Totals.
Traffic Control Accreditation Scheme	The Traffic Controller Accreditation Scheme is the scheme which authorises traffic controllers who are accredited under by the Department of Transport and Main Roads to control traffic at road worksites and other events where a road closure or part road closure is necessary.
Upper Intervention Level	As defined in the Routine Maintenance Guidelines.
Works	means the whole, or part of, the work to be executed in accordance with the Contract, including variations provided for by the Contract,

1.2 Interpretations

Where a doubt arises as to the correct interpretation of any words, phrases, sentences, clauses or parts of the Contract, the Principal will notify the Contractor in writing of the interpretation that will apply. Such an interpretation may be subject to the issue resolution procedures as set out in the Partners in Government.

Any reference to 'Clauses' and 'Parts' are references to Clauses and parts of these General Conditions.

The law governing the Contract, its interpretation, any agreement to arbitrate and the conduct of any arbitration or litigation is the law of the State of Queensland.

Unless otherwise provided, prices are in Australian currency and payments shall be made in Australian currency.

Communications between the Principal, the Principal's Representative and the Contractor shall be in the English language.

Measurements of physical quantities shall be in Australian legal units of measurement within the meaning of the *National Measurement Act 1960* (Cth) as amended from time to time.

Any provision of the Contract which purports to, or has the effect of, limiting or excluding a liability of the Principal shall be construed as limiting or excluding that liability only to the extent permitted by law.

The Clause headings and subheadings in the Contract are for convenience only and shall not be used in the interpretation of the Contract.

Words in the singular include the plural and words in the plural include the singular, according to the requirements of the context.

Words importing a gender include every gender.

Where a provision in the Contract states that the Principal 'may' do something, it shall be read as permitting, but not obliging, the Principal (as applicable) to do that thing.

The meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions.

Part B: General Contract framework

2 Nature of Contract

2.1 Term

The Contract commences on the date of award or from the signing of the Conditional Agreement and continues for the term. The Contractor's obligations for the term are set out in this Contract.

2.2 Cooperative approach

The Principal and the Contractor shall, at all times:

- a) act in a manner which will contribute to the planning, management and completion of Maintenance Activities to the required quality, within acceptable timeframes, to achieve the best value for the Principal
- b) cooperate in the resolution of any disputes as soon as possible after they arise
- c) be dedicated to achieving agreed common goals and the Contract objectives
- d) act in good faith
- e) foster a 'partnering' approach in their relationship. For local governments (LGs), this is set out in the *Partners in Government Agreement (an agreement for the partnership and the relationship between the State Government and local government in Queensland)* published by the Department of Local Government.

2.3 Objectives

The parties acknowledge that the Principal's objectives under this Contract are to:

- a) create a framework under which the Contractor has a high level of stewardship for the Road Network
- b) ensure the Road Network is safe and serviceable and remains safe and serviceable to users while the Work under the Contract is being carried out
- c) increase the sustainability of the Road Network, including the ongoing preservation and improvement work such as rehabilitation of the Road Network as directed
- d) obtain greater value for money from the funds provided to maintain the Road infrastructure, including the adoption of a holistic approach to Maintenance and innovation, and
- e) identify and implement innovations in connection with the Work under the Contract in accordance with the department's Engineering Innovation document.

2.4 Order of precedence of documents

The order of priority to be used in resolving ambiguities in the Contract Documents is:

- a) Notice of ratification (if applicable) of the Conditional Agreement or the Conditional Agreement itself
- b) correspondence between the parties by which the terms and conditions contained in the Contract Documents are agreed to be varied
- c) supplementary conditions of Contract (if supplied)
- d) this document: Form C6083

- e) documents incorporated by reference
- f) drawings (if applicable)
- g) invitation to Offer
- h) Schedules.

Any ambiguity between documents shall be resolved by reference to the highest ranking document.

2.5 Notices

All notices under the Contract shall be in writing.

- a) Where the Contractor is the receiving party, the address for service of notice shall be the street or postal address, or facsimile number, as indicated in the Offer Documents or last notified in writing by the Contractor to the Principal.
- b) Where the Principal is the receiving party, the address for service of notice shall be the street address or postal address, or facsimile number, issued to the Contractor by the Principal in the Offer Documents or last issued in writing by the Principal to the Contractor.
- c) Notice may be served:
 - i. by hand delivery to the Principal or Contractor at their respective address, in which case notice is deemed to be served at the time the document is handed over
 - ii. by pre-paid post, in which case notice is deemed to be served at the time when such notice is received
 - iii. by email, in which case notice is deemed to have been received on the day of transmission, except where the receiving party notifies the sending party by 4:00pm on the day following transmission that the copy received is not legible, in which case no service shall have been affected.

2.6 Assignment and Subcontracting

2.6.1 Consent for assignment

The Contractor shall not assign the Contract, or any payment, or other benefit under the Contract without prior written consent of the Principal and except on such terms and conditions as may be imposed by the Principal.

2.6.2 Consent for Subcontractors

The Contractor shall not subcontract the whole or any part of the Work to be performed by the Contractor under the Contract without prior written consent of the Principal.

Where the Contractor seeks the Principal's consent under Clause 2.6.1, the Contractor must supply to the Principal:

- a) details of the identity, financial standing, experience and business reputation of the proposed assignee or Subcontractor
- b) any other information that is relevant to assessing the ability of the proposed assignee, or Subcontractor, to carry out any part of the Work under the Contract.

Subject to the Contractor complying with Clause 2.6.2, the Principal's consent shall not be reasonably withheld.

2.6.3 Contractor remains liable

The consent of the Principal under Clause 2.6.2 shall not relieve the Contractor from any liability or obligation under the Contract and the Contractor shall be liable to the Principal for the acts, defaults and omissions of all Subcontractors and assignees, or any of their employees or agents, as if they were the acts, defaults and omissions of the Contractor.

2.7 Contract Period

The Contract shall commence on the date specified in form C6094 for a specified period of up to 24 months unless otherwise agreed in writing by the parties.

2.7.1 Continuation of work after expiration of current contract

If a new contract has not been established, the Principal may direct the Contractor to continue work under the existing conditions and rates during the transition period. This transition period shall not be more than two months from the end of the previous contract. The Contractor shall fulfil their obligation during this transition period.

2.7.2 Guaranteed Renewal Period

The Principal warrants that additional Contract Periods will apply for the Guaranteed Renewal Period, subject to satisfactory performance, achievement of agreed productivity targets and agreement on rates/lump sums.

2.7.3 Working Days and hours

For other than Emergency Maintenance Activities, the Contractor shall carry out Work on the Days and during the hours:

- a) in accordance with the agreement or in the absence of such a provision in the agreement
- b) the Days and hours that will result in the most efficient operation, having due regard to the effect on traffic, adjacent land owners and the environment.

2.8 Royalties, fees and Intellectual Property Rights

2.8.1 Copyright vested in Contractor

Intellectual Property Rights in all Contract material prepared by, or on behalf of, the Contractor in the performance of the Contract, shall vest in the Contractor.

The Contractor, as owner of Intellectual Property Rights of such Contract material, grants a royalty-free licence to the Principal to use the Contract material for the full period for which such rights subsist.

2.8.2 Royalties and other fees

All payments (whether or not accrued due and payable at the date of the Contract) for royalties and patent rights, registered designs, trademarks or names, copyright and other protected rights and all fees then or thereafter to become payable for or in connection with any land, matter or thing used, or required to be used, in the performance of the Contract or to be supplied under the Contract, shall be the responsibility of the Contractor and shall be paid by the Contractor to those to whom and at the time at which they become payable.

2.8.3 Contractor's warranty

The Contractor warrants that all designs, materials, documents and methods of working provided by the Contractor in the performance of the Contract will not infringe any patent, registered design, trademark or name, copyright or other protected right.

Released under RTI - DTMR

Part C: Contractor's obligations and warranties

3 Contractor's roles

The Contractor is responsible under the Contract for the Maintenance of existing Road infrastructure assets on the Road Network. This responsibility may include identifying the need to provide new assets and further works on the Network other than Maintenance to existing assets.

The Contractor, in its various roles under the Contract, must act in the best interests of the Principal.

3.1 Network stewardship

The Contractor shall be responsible for stewardship of the Network. This will include:

- a) ensuring Maintenance funds are wisely invested and the infrastructure asset is maintained in the best interests of the Principal
- b) ensuring discretionary changes within the Network Schedule Total(s) are sound and justifiable
- c) dealing with Maintenance concerns at a local level and only referring such concerns to the Principal when necessary
- d) ensuring that any advice to the Principal is both timely and of a high standard
- e) encouraging its employees to report any need to provide new assets and Works other than Maintenance to existing assets. This information may then be reported to the Principal for possible action.

3.2 Principles for Routine Maintenance Works

The Guidelines set out Initial Intervention Level, Upper Intervention Level and Response Time for Routine Maintenance Defects identified on the Road Network. The Contractor is required to prioritise the works as per Intervention Level/Response Time (IL/RT) criteria provided in the Guidelines. The general Defect priority has been assembled into six groups as summarised in Table 3.2.1. Routine Maintenance Activities are required to be prioritised as described in the Guidelines.

Table 3.2.1 – Defects priority

Priority no.	Defect type	Definition
1	Hazard	Defects where the likelihood of harm occurring and its consequences is greater than a safety Defect (as determined by the hazardous defect identification procedure)
2	Ordered Works	Work undertaken in accordance with the Principal's order and direction
3	Safety	Defects that are considered to be of a safety nature
4	Legislative	Defects to be repaired as required by legislation.
5	Preventative	Defects that, if treated, prevent further asset deterioration.
6	Appearance/usability	Defects that are considered to be a nuisance or unsightly

1. The Principal shall give the Contractor at least two weeks' notice of the Contract Review Meeting/s (CRM/s) and shall indicate in such notice the time and place of a CRM, the agenda, documents, records, reports and other information to be made available at a CRM.

2. The Contractor must:
 - a) Undertake all necessary inspections as per the inspection frequency to identify Defects in the transport infrastructure.
 - b) From the initial Joint Maintenance Requirement Assessment (JMRA), in the planning phase of the Contract until the end of the term, analyse Defects as explained in the Guidelines and plan and carry out the Routine Maintenance Work so that the Defects in the Network can be managed consistently and appropriately across the state.
 - c) Provide the Principal with reports every three months as a minimum for the CRM, listed on the agenda the Principal produces and submitted to the Principal within two weeks of the end of the Contract period, after which the Principal may require a formal CRM to discuss the reports.
 - d) Attend the CRM and provide information requested in the notice from the Principal, which may include:
 - i. Network inspection reports
 - ii. prioritised current Defect Log
 - iii. Activities programmed for the following Month and a forecast of the amount payable for those Activities
 - iv. a forecast of the amount payable for the anticipated Routine Maintenance Work for the remainder of the current year
 - v. all other information relevant to the condition of the Road infrastructure and the Defects identified in the Road infrastructure, including details of the severity of each Defect by reference to the corresponding intervention limits and Response Times for each asset class
 - vi. other information and details as may be agreed.
3. The Contractor must ensure:
 - a) the Network Schedule Total is wisely invested and not exceeded and that the road network is maintained in the best interests of the Principal
 - b) discretionary changes within the Network Schedule Total (which are permitted but notifiable under this Contract) are sound and justifiable.
4. The Contractor shall carry out the Maintenance under the Contract in accordance with:
 - a) quality system plans, the requirements for which are set out in Part I in Clause 10.2
 - b) other relevant provisions in the Contract Documents.
5. Where Defects not listed in the Guidelines are encountered on the Network, the Contractor shall use its judgement, taking into account safety and asset useability requirements in adopting an appropriate Intervention Level/Response Time as part of its stewardship role.
6. Routine Maintenance Performance Assessment and Strategic Analysis: The Contractor will be required to provide further information to assess routine maintenance element performance and effectiveness of revised Intervention Level and Response Time (IL/RT) criteria. This will require some defect information and inspection details from the contractors to be obtained annually.

3.3 Design standards for Minor Works (if applicable)

The Contractor shall carry out any design work that is necessary under the Contract consistent with, but not limited to, those standards described in the latest versions of the department's design references, including any referred documents. If in doubt, the Contractor should request details of applicable references from the Principal.

Design references include all manuals, texts, guidelines, Specifications, standards and policies the department uses currently in the design of Road transport infrastructure.

Where the Contractor wishes to base any design on other design references, it shall obtain prior written agreement from the Principal before carrying out such design.

3.4 Construction standards for Minor Works

The Contractor shall adopt construction standards for Minor Works based on those in the Maintenance Activity Standards contained in the Guidelines (referring to the department's Specifications/standard drawings) or, in the absence of such Standards, the appropriate Australian standard or as otherwise previously agreed in writing between the parties.

The Contractor shall address construction standards and procedures for Minor Works in the Quality Plans, Safety Plans and Environmental Management Plans (EMP - Maintenance) for RMPCs generally, in accordance with Part I: *Quality System*.

3.5 Warranties

The Contractor:

- a) warrants that the Maintenance will be carried out in accordance with the Contract Documents and will be fit for the purpose or purposes for which it is intended
- b) warrants that the Contractor, its employees and any approved Subcontractors or assignees have the necessary skills, experience and expertise to carry out the Work under the Contract
- c) warrants that any design work necessary under the Contract will be fit for purpose and the designer will exercise the skill, care and diligence and the final design to be certified by a Registered Professional Engineer of Queensland (RPEQ)
- d) warrants that all materials used by the Contractor or incorporated into any Work performed by the Contractor shall be (unless inconsistent with any express requirement of the Contract) new, in conformity with its description, of merchantable quality and fit for the purpose or purposes for which they are used or supplied.

3.6 Labour, materials, plant and equipment

3.6.1 Supply of labour, materials, plant and equipment

The Contractor shall supply everything, including labour, materials, plant and equipment, necessary to complete the Contract unless otherwise provided under the Contract or agreed in writing.

3.6.2 Removal of materials, plant and equipment

The Principal may, from time to time, by notice in writing, direct the Contractor:

- a) to remove, or
- b) not to remove

from the Site, any materials, plant and equipment; the Contractor shall comply with such a direction in accordance with specified time limits.

3.6.3 Removal of Persons

The Principal may, from time to time, direct the Contractor to remove from the Site, or from any Work under the Contract, any Person (including a Subcontractor) employed in connection with Work under the Contract.

The Principal must provide details of an employee's misconduct, incompetence or negligence and time limits and the Contractor shall comply with such direction. Such a Person shall not be re-employed by the Contractor for Work under the Contract without the written approval of the Principal.

3.6.4 No agency, relationships or representation

Where the Contractor is an LG:

- a) The Contractor shall not represent itself and shall take all steps to ensure its employees and any approved Subcontractors or assignees do not represent themselves as being employees or agents of the Principal. It is the express intention of the parties that such relationships do not exist.
- b) Nothing in the Contract will be deemed or construed by the parties or any third party as creating the relationship of partnership, joint venture or Principal and agent and, accordingly (except the extent permitted and provided for in the Contract Documents), neither party shall enter into any agreement, make any representation or warranty on behalf of or otherwise bind the other party to such an agreement, representation or warranty.

3.6.5 Manufacture and supply of materials

The Principal may direct the Contractor to supply particulars of:

- a) the mode and place of manufacture
- b) the source of supply
- c) the performance capacities
- d) other information

for any materials, machinery or equipment to be supplied by the Contractor under or used in connection with the Contract.

3.6.6 Use of proprietary, trade or brand names

The description in the Contract of any materials, plant, equipment, Work or other items by a proprietary, trade or brand name, supplier or manufacturer name, model number or other specific means, does not in any way relieve, limit or exclude any of the Contractor's obligations or liabilities under the Contract for the materials, plant, equipment, Work or any other items (including, but not limited to, obligations and liabilities under any warranties, performance guarantees or Defects liability provisions of the Contract).

3.7 Materials and Work

3.7.1 Quality of materials and Work

Without limiting Clause 10.3 and the Contractor's obligation to comply with the Quality Plan, the Contractor shall use the materials and standards of workmanship the Contract requires. In the absence of any requirement to the contrary, the Contractor shall use suitable new materials.

3.7.2 Quality assurance

The Contractor shall:

- a) plan, establish, implement and maintain a quality system which conforms to the requirements of this Contract and the Quality Plan
- b) provide the Principal with access to the quality system of the Contractor and each of the Subcontractors of the Contractor to enable monitoring and quality auditing.

Any such quality system shall be used only as an aid to achieving compliance with the Contract and to document such compliance. Such a system shall not relieve the Contractor of the responsibility to comply with the Contract.

Failure by the Contractor to establish, implement or maintain its quality system shall constitute a substantial breach for the purposes of the operation of Clause 11.2.

3.7.3 Contractor's obligations unaffected

Notwithstanding any statements to the contrary in the Contractor's quality system documentation, or in the Quality Plan, no part of the quality system shall be used to pre-empt, preclude or otherwise negate the requirements of any part of the Contract, nor relieve the Contractor of its obligations under the Contract.

The Contractor's quality system shall be used as an aid to achieving compliance with the Contract and in documenting such compliance, and in no way shall it relieve the Contractor of responsibility to comply with the requirements of the Contract.

3.7.4 Defective Work

If the Principal becomes aware of Routine Maintenance Work done (including material provided) by the Contractor which does not comply with the Contract, the Principal shall, as soon as practicable, give the Contractor written details of the non-compliance. If the subject Work has not been rectified, the Principal may direct the Contractor (including times for commencement and completion) to do any one or more of:

- a) remove the material from the Site
- b) demolish the Work
- c) reconstruct, replace or correct the Work, and/or
- d) not deliver it to the Site.

If:

- a) the Contractor fails to comply with such a direction, or
- b) that failure has not been made good within seven Days after the Contractor receives written notice from the Principal that the Principal intends to have the subject Work rectified by others

the Principal may have that Work rectified by others and certify the cost incurred as moneys due from the Contractor to the Principal.

3.7.5 Acceptance of defective Work

Instead of a direction pursuant to defective Work, the Principal may direct the Contractor that the Principal elects to accept the subject Work, whereupon the consequential reduction in:

- a) the project Contract sum shall be valued by the Principal, or
- b) the amount payable for Routine Maintenance Work shall be valued in accordance with Part F.

3.8 Work directed by the Principal

Where the Principal directs the Contractor to carry out Schedule Maintenance Activities at specific locations, the Contractor shall program and carry out the Work in accordance with the Principal's time constraints. Where warranted, the Principal shall increase the rates for such Work and indicate any appropriate reallocation, in accordance with Clause 5.3.

Where the Contractor refuses, or fails, or is otherwise unable to complete the Work within the nominated time, the Principal may have the Work carried out by others and the Contractor shall make a discretionary change in accordance with Clause 5.2 or, where this is not possible, initiate action for a reallocation in accordance with Clause 5.3.

Part D: Principal's responsibilities

4 Principal's role

4.1 Duties and accountability

The Principal's role is to:

- a) set policy and give philosophical and strategic direction for the Work under the Contract within the boundaries set out in the Contract
- b) provide leadership and set a visible example of the Principal's commitment to the Contract objectives and the cooperative approach to partnering
- c) ensure a transparent governance framework is developed and deployed across the Work under the Contract
- d) ensure obligations under the Contract are delivered or performed
- e) ensure reporting is timely, accurate and comprehensive
- f) initiate or approve the commitment of resources to the Work under the Contract and provide corporate support as necessary
- g) consider fee Offers, Planned Routine Maintenance recommendations and project proposals referred for consideration under Clause 5
- h) ensure a culture necessary to achieve all key performance indicators is created and sustained
- i) ensure directions from the Principal (under the Contract) are implemented
- j) monitor the performance of the Contractor and implement appropriate measures to correct undesirable trends
- k) issue directions, approvals and decisions as required by the Contract
- l) make recommendations in relation to changes to the levels of service
- m) attempt to resolve any differences or issues that are referred under Clause 6.

4.2 Contract Review Meetings

4.2.1 Timing

The Principal shall convene at least quarterly Contract Review Meetings (CRMs) with the Contractor for each year of Contract Period: preferably one within two months after the completion of each year of the Contract Period. Any additional CRMs shall be held at the discretion of the Principal.

4.2.2 Notice of meetings

The Principal shall give the Contractor at least two weeks' notice of such CRMs and shall indicate in such notice:

- a) the time and place of the meeting
- b) agenda
- c) documents, records, reports and other information to be made available at the meeting.

The Contractor shall attend such CRMs and provide information requested in the notice.

4.2.3 Purpose of meetings

The purpose of such meetings is to discuss the contents of form C6092 and any matters that may arise from the performance report.

4.3 Contract performance reports

4.3.1 General

The Principal shall prepare a performance report on the Contractor using form C6092 prior to a CRM.

The Contractor must be given the opportunity to read and acknowledge a completed performance report before a CRM. The performance report template is available at the below link:

<https://www.tmr.qld.gov.au/business-industry/Technical-standards-publications/Road-maintenance-performance-contract-manual>

4.3.2 Less than satisfactory performance

Where the Contractor is given a less than satisfactory assessment in at least one of the assessment criteria and the Contractor fails to improve for the following assessment period, the Principal may review the Guaranteed Renewal Period.

4.3.3 Unacceptable performance

Where the Contractor incurs three successive unsatisfactory assessments for the same performance criteria, such performance is deemed to be unacceptable and may result in termination of the Contract.

4.4 Principal supplied information

The Principal shall, on request, make available relevant existing information on the Network to the Contractor.

Part E: Claims and dispute resolution

5 Certificates and payments

5.1 Total Contract Amount

The Total Contract Amount, which comprises the total of the amounts for the Network Schedule Total(s) and Minor Works Schedule total(s), shall not be exceeded except by a variation approved in accordance with Clause 7.

5.2 Discretionary changes

The Contractor may vary the quantity for each of the Activities and for individual Schedule totals (within the agreed discretionary limit(s) in each of the Network Schedule Total(s), provided each of the Network Schedule Total(s) is not exceeded.

Discretionary limits must not be exceeded without the prior written approval of the Principal.

The Contractor must keep current, up-to-date Network Schedule(s) to reflect any discretionary changes.

5.3 Reallocation

Where the Contractor cannot satisfy the requirements of the Defects priorities by discretionary changes to the Schedules, the Contractor must give notice to the Principal that there is no further scope for discretionary changes to the Network Schedule Totals and Minor Work Schedules.

The Contractor should clearly set out the current state of the Schedule(s) and indicate where reallocation could take place in the best interests of Maintenance of the Network.

In doing so, the Contractor must indicate the consequential changes due to Defect priority that would result from such action.

The Principal may authorise:

- a) a change of quantities / lump sums outside the agreed discretionary limits within a Network Schedule, such that the Network Schedule Total is not exceeded
- b) addition or deletion of Maintenance Activities
- c) changing Defect priority for certain Defects.

The Contractor shall update the Network Schedule Total(s) and Intervention Level/Response Time Schedule(s) to reflect any reallocation.

Any reallocation shall not entitle the Contractor to any additional payment because of a change in scope.

Where the Principal does not authorise a reallocation, the Principal may authorise a variation in accordance with Clause 7.

5.4 Progress Claims

The Contractor shall submit a progress Claim to the Principal on a monthly basis (or such other period as agreed in writing).

Each Claim shall include:

- a) for each Schedule of rates Activity for the Network or Minor Works Schedule(s) the quantity completed since the certified quantity in the previous progress payment, together with the amount claimed for each item
- b) for each lump sum Activity in the Network or Minor Works Schedule(s) a pro rata amount based on the period of time since the period included in the previous progress payment
- c) for each Provisional Sum Activity in the Network Schedule — the amount based on the rates (Daywork rates or as otherwise agreed) and/or lump sums agreed with the Principal relevant to the Claim period
- d) for any variations ordered by the Principal in accordance with Part F the amount based on the rates (see Clause 7.2.2) and/or sums nominated in the variation relevant to the Claim period
- e) the total completed Work amount
- f) the total amount paid to the Contractor in previous progress payments
- g) amount claimed by the Contractor for emergency Maintenance Activities relevant to the Claim period
- h) the payment now claimed by the Contractor.

Where the Contractor is an LG, each Claim shall include a GST invoice in the form required by the Australian Tax Office.

5.5 Supporting documents for progress Claims

The Contractor must provide with each progress Claim:

- a) a signed progress Claim
- b) an itemised list of all completed Maintenance Activities in a specified electronic format, determined by the Principal; where the Contractor uses one of the department's recommended Maintenance Management Systems, it will provide the necessary data by electronic file transfer (not on computer disk) to the nominated address of the Principal as set out in the Conditional Agreement
- c) progress against Network/individual Schedule(s), Daywork and variations as required by the Principal
- d) completed revised programmed expenditure flow for each Network as required by the Principal.

5.6 Progress payments

The Principal shall, within 14 Days of receipt of the Contractor's progress Claim and GST invoice, or by such time as otherwise agreed by the parties:

- a) pay the claimed amount
- b) seek clarification or amendment of the Claim and pay the claimed amount (within 14 Days of receipt of such response) where such clarification or amendment is acceptable to the Principal, or

- c) defer payment of the claimed amount until the Contractor has satisfied the Principal as to the amount of the Claim (the Principal may pay that part of the Claim that is not in dispute within 28 Days after advising the Contractor that the whole or part of the Claim is in dispute).

5.7 Offset

The Principal, without prejudice to any other rights or remedies under the Contract, may deduct from any monies due to the Contractor any sum that is payable by the Contractor to the Principal or recoverable by the Principal from the Contractor under this Contract or any other Contract.

5.8 Emergency Maintenance

Where the Contractor is required to carry out Emergency Maintenance, the Contractor shall include details with the next progress payment Claim, based on the provisions set out in Clause 5.2.

6 Dispute resolution

6.1 Notice of dispute

If a dispute between the Contractor and the Principal arises out of, or in connection with, the Contract (including a dispute concerning a direction given by the Principal), either party shall deliver by hand, or send by registered post, to the other party, a notice of dispute in writing, adequately identifying and providing details of the dispute.

6.2 Partners in Government Agreement requirements

Where the Contractor is a local government, the parties shall comply with the underlying principles as set out in the *Partners in Government Agreement (an agreement for the partnership and the relationship between the State Government and local government in Queensland)* published by the Department of Local Government.

6.3 Disputes involving with RoadTek

Where the Contractor is RoadTek, either or both of the parties shall proceed to resolve the dispute in accordance with the dispute resolution process set out in the current Mutual Obligations Agreement between the RoadTek and the relevant district delegate of the Principal.

6.4 Work to continue during dispute

Notwithstanding the existence of a dispute, the Contractor shall continue to carry out Work under the Contract and the Principal shall continue to make progress payments in accordance with the Contract.

Part F: Variations

7 Variations to the Contract

7.1 Allowable variation events

This Clause outlines the only allowable Adjustment Events that will result in changes to the Total Contract Amount.

7.1.1 Additional funds

The Principal provides additional funds for:

- a) nominated additional quantities / lump sums for scheduled Maintenance Activities
- b) nominated additional Maintenance Activities (which are not in the Schedules)
- c) nominated new or additional Minor Works Items.

7.1.2 Advice to public

The Principal directs that Work related to dissemination of information to the community of significant traffic changes is undertaken by the Contractor in accordance with Clause 9.5.

7.1.3 Emergency Maintenance

The Contractor completes an Emergency Maintenance Activity.

7.1.4 Defective Work

The Contractor completes Work to a standard less than that indicated or referred in the Quality Plan and the Principal accepts such defective Work at a reduced cost.

7.1.5 Omission or decrease in Work

The Principal omits or decreases a quantity of Work or reduces the funds available for certain Work.

7.1.6 Public Utility Plant, ancillary Works and encroachments

The Contractor must carry out alterations in accordance with Clause 9.7.

7.2 Notification

7.2.1 Contractor's initiative

Where the Contractor determines no further discretionary changes to the Network Schedule(s) are possible and refers the matter to the Principal for reallocation (in accordance with Clause 5.3); and where the decision is that reallocation is not appropriate and it is essential that Work be carried out under the Contract, the Principal may advise the Contractor that additional funds will be made available for such Work.

Such additional funds may involve changes to the rates / lump sums for scheduled Maintenance Activities in situations where there is a significant change of scope affecting those Maintenance Activities during the course of the Contract.

7.2.2 Principal's initiative

Where the Principal determines additional Work is required, or additional funds are available, the Principal may advise the Contractor that such additional funds will be made available for additional Maintenance Activities or Minor Works and the Contractor must complete such Work.

Such additional funds may involve changes to the rates/lump sums for scheduled Maintenance Activities in situations where there is a significant change of scope affecting those Maintenance Activities during the course of the Contract.

7.2.3 Defective Work

Where the Principal becomes aware that Work has not been completed by the Contractor in accordance with the standards in the Contractor's Quality Plan, the Principal shall give notice to the Contractor of its acceptance or rejection of the Work and indicate any reduction in the quantities or lump sum that will apply to the next progress payment.

7.2.4 Emergency Maintenance

The Contractor must advise the Principal no later than the next working day after completing Emergency Maintenance that involves:

- a) a callout for an accident involving fatalities, or
- b) a likely Claim from the Contractor of more than that specified in form C6094.

All Claims for payment must include sufficient detail to verify type of Work carried out and costs and must be notified to the Principal on or before the end of that Claim period.

7.2.5 Quantification of variations

Where a variation event arises in accordance with Clause 7.1, the value / quantity of charged Work shall be determined as:

- a) where the Work involves a Schedule of rates Maintenance Activity in a Network Schedule or Minor Works Schedule, the agreed rates shall apply unless the Maintenance Activity involves a significant change of scope
- b) where the Work involves a Schedule of rates Maintenance Activity in the standing Offer Schedule, the agreed rates shall apply
- c) where the Work involves a low value/low quantity Schedule of rates Maintenance Activity, the parties may agree on a lump sum amount, or
- d) for all other cases, the agreed Daywork rates shall apply unless the parties otherwise agree in writing.

7.2.6 Reduced payment for Defective Work

Where a variation event occurs in accordance with Clause 7.1, the Principal shall determine the reduced payment that shall apply, having regard to the expected life of such Work if it had been completed to the required standard.

Part G: Insurances

8 Insurance of the Works

8.1 Care of uncompleted Work, materials and the Site

The Contractor shall be responsible for:

- a) any Work done (including temporary Work) from the time such Work is commenced until the time such Work is completed (unless otherwise agreed in writing)
- b) any materials, goods or other things in the possession of the Contractor from time of possession until time of completion of Work that incorporates such materials, goods or other things
- c) the Site or other land occupied by the Contractor for the purpose of doing Work under the Contract from time of possession until the possession ceases and where any loss or damage (except loss or damage arising directly from an excepted risk) occurs to any Work, materials, Site or other land, while under the Contractor's care, such loss or damage shall be made good at the expense of the Contractor.

8.2 Excepted risks

The Excepted Risks are:

- a) any negligent act or omission of the Principal or the employees, consultants or agents of the Principal (except the Contractor)
- b) any risk specifically excepted in the Contract
- c) war, invasion, act of foreign enemies act of terrorism, hostilities, (whether war be declared or not), civil war, rebellion, revolution, insurrection or military or usurped power, martial law or confiscation by order of any government or public Authority
- d) ionising radiations or contamination by radioactivity from any nuclear fuel or from any nuclear waste from the combustion of nuclear fuel not caused by the Contractor or the Contractor's employees or agents
- e) use or occupation by the Principal or the employees or agents of the Principal or other Contractors to the Principal (not being employed by the Contractor), or
- f) defects in the design of the Work Under the Contract other than a design provided by the Contractor.

8.3 Professional indemnity

The Contractor shall indemnify the Principal, its employees and agents against any Claims by Persons for personal injury or death or loss of or damage to property due to any design Work under the Contract of the Contractor, its employees or agents.

8.4 Public liability

8.4.1 Damage to Persons and property other than the Work under the Contract

The Contractor shall indemnify the Principal against:

- a) loss of, or damage to, property of the Principal, including existing property in, or upon which, Work under the Contract is carried out

- b) Claims (and costs associated with such Claims) by any Person against the Principal for personal injury or death or loss of or damage to any property

arising out of, or as a consequence of, the performance of the Contract by the Contractor. The Contractor's liability to indemnify the Principal shall be reduced proportionally to the extent that any act or omission of the Principal, or its employees or agents, may have contributed to such loss, damage, injury or death.

This indemnity shall not apply to:

- a) exclude any other right or remedy of the Principal against the Contractor, including any other right to be indemnified
- b) things for the care of which the Contractor is responsible under Clause 8.1
- c) damage which is the unavoidable result of the performance of the Contract, or
- d) loss or damage to property, injury or death referred in Clause 8.4.4.

8.4.2 Public liability insurance

Where the Contractor is an LG, before commencing Work, the Contractor shall take out a public liability policy of insurance in the name of the Contractor in relation to the Work under the Contract for its rights and interests to cover its liabilities to third parties. The policy must also cover the Contractor's liability to the Principal for loss of, or damage to, property and the death of, or injury to, any Person (other than liability which is required by law to be insured under a workers' compensation policy of insurance).

The Contractor shall ensure that all Subcontractors employed from time to time in relation to the Contract are similarly covered by a public liability policy of insurance.

The public liability policy shall include a Clause in which the insurer agrees to waive all rights of subrogation or action against the Principal and its employees.

The public liability policy of insurance shall be for an amount for any one occurrence not less than the sum stated in the Invitation to Offer and, unless otherwise specified in the Contract, shall be effected with an insurer and in a form both approved in writing by the Principal, which approval shall not be unreasonably withheld.

The policy shall be maintained during the term of the Contract.

Before commencing Work and whenever requested in writing from time to time after that by the Principal, the Contractor shall produce evidence to the satisfaction of the Principal of the insurances effected and maintained by the Contractor, for the purposes of this Clause.

The Contractor must:

- a) provide to the Principal, a copy of any notice of cancellation of any notice under or in relation to the policy, that the Contractor receives from the Contractor's insurer within seven Days of receiving the notice(s) from the Contractor's insurer
- b) provide to the Principal, a copy of any notice of Claim made by the Contractor to the Contractor's insurer within seven Days of making that Claim to the Contractor's insurer
- c) inform the Principal in writing of the occurrence of any event that may give rise to a Claim under the policy of insurance affected pursuant to this Clause within seven Days of the

occurrence of any such event, and shall ensure that the Principal is kept fully informed of subsequent action and developments concerning the Claim.

8.4.3 Principal's indemnity for non-performance

The Principal shall indemnify the Contractor against Claims (and costs associated with such Claims) by a Person against the Contractor for personal injury and death or loss of, or damage to, any property arising from or a direct consequence of the Contractor's non-performance of Maintenance, but only in circumstances where such non-performance:

1. Is a direct consequence of complying with a direction of the Principal, or
2. Related to any Defect of which the Contractor had no knowledge, provided the Contractor:
 - a) undertook inspections in accordance with its agreed Inspection Schedule
 - b) maintained accurate, up-to-date Network inspection reports under Clause 3.2
3. Related to Defects (and scheduled Maintenance Activities) known to the Contractor:
 - a) which were below the Upper Intervention Level, or
 - b) which were above the Upper Intervention Level but
 - i. the Contractor had complied with its Response Times and Maintenance Activity Standards included in the Contractor's Quality Plan (as referred in Clauses 3.2 and 10 for the Defect), or
 - ii. the Contractor had formally sought a reallocation, beyond discretionary changes pursuant to Clause 5.3 for the Defect, or
 - iii. having regard to road user safety considerations (the Defect having been prioritised in accordance with the Routine Maintenance Guidelines, the failure by the Contractor to remedy the Defect did not place it in breach of its Maintenance Activity Standards.

8.4.4 Indemnity for Contractor's Work

The Principal shall indemnify the Contractor for personal injury or death or loss or damage to any property arising from completed Maintenance where such Work had been carried out in accordance with the Maintenance Activity Standards.

8.5 Insurance of employees – workers' compensation

Before commencing Work, the Contractor shall insure against liability for death of, or injury to, Persons employed by the Contractor, including liability by statute and at common law. The insurance cover shall:

- a) be unlimited in amount
- b) be maintained until at Work, including remedial Work is completed
- c) extend indemnity to the Principal for the Principal's statutory liability to Persons employed by the Contractor.

The Contractor shall ensure that every Subcontractor employed from time to time under the Contract is similarly insured.

Part H: Site and execution of Work under the Contract

9 The Site

9.1 Extent of Site

The Site shall comprise the Road Network as indicated in form C6094 as the Network, as well as other land used by the Contractor, including depots, quarries and other land use directly related to delivery of the Contract.

Unless otherwise agreed in writing, the Principal shall not add or delete Roads to the Network during the Contract Period, and must give at least 12 months' notice of such an addition or deletion. This period of notice may be waived in the case of federally funded National Highways where the federal department responsible for transport demands a shorter notice period.

9.2 Nature of possession

9.2.1 Sufficiency of possession

The Contractor shall have such possession of the Site as defined in Clause 9.1 to enable the Contractor to carry out the Work under the Contract for the Contract Period.

9.2.2 Public use of Site

The Contractor acknowledges and accepts that public use (as well as use by the Principal and owners of Public Utility Plant) of the Site will continue during the performance of the Contract (unless alternative arrangements have been made).

9.2.3 Necessary possession

Possession of the Site shall confer on the Contractor a right to only such use and control as is necessary to enable the Contractor to perform the Work under the Contract.

9.2.4 Approval for removal

The Contractor shall not destroy or remove naturally-occurring materials, trees, shrubs or other vegetation on, or from, the Site (except where such destruction or removal is part of the Work under the Contract) without prior approval of the Principal.

9.2.5 Joint use of the Site

Work may be carried out on the Site by the Principal or by Person(s) engaged or approved by the Principal. The Contractor shall cooperate with such Persons and coordinate the Contractor's Work with their Work.

9.2.6 Principal's materials

All materials suitable for reuse shall remain the property of the Principal and be securely stored by the Contractor. The types of materials include signs and sign components, guardrail and components, pipes.

When the materials are reused, a reduction in the scheduled rate for the relevant Activity may be negotiated, taking into account the costs for storing the materials. Where gravel materials removed from the Road pavement during Maintenance Activities are suitable for reuse, the Contractor shall stockpile these materials in the nearest practical gravel pit or stockpile area unless otherwise agreed. Within one month of the start of the Contract, the Contractor shall advise the Principal of the quantity stored at the gravel stockpile Sites.

9.3 Protection of people and property

9.3.1 Contractor's responsibilities

The Contractor shall:

- a) provide required materials, plants and labours and take all measures necessary to protect people and property using or on the Site
- b) avoid unnecessary interference with the passage of Road users through the Site
- c) prevent nuisance and unreasonable noise and disturbance to persons using or adjoining the Site.

9.3.2 Damage to property

If the Contractor or its Subcontractors, employees or agents damage property including, but not limited to, Public Utility Plant and property on or adjacent to the Site, the Contractor shall promptly make good the damage and pay any compensation which the law requires the Contractor to pay.

9.3.3 Maintain clean and tidy Site

The Contractor shall keep the Site clean and tidy at the location where, and at all times during which, Work is being performed.

9.3.4 Failure to comply

If the Contractor fails to comply with an obligation under this Clause, the Principal may, in addition to any other right or remedy it may have, perform the obligation on the Contractor's behalf and the costs incurred by the Principal shall be a debt due from the Contractor to the Principal. The Contractor shall indemnify the Principal against cost, loss, liability or damage which the Principal may suffer or incur as a result of the Contractor's failure to comply with this Clause.

9.3.5 Urgent protective Work

If it becomes necessary for the Principal to carry out urgent protective, remedial or similar Work to protect, or prevent damage to or loss of, any Work under the Contract, and the obligation to provide the protection or carry out the remedial or other Work was the Contractor's responsibility, then the costs incurred by the Principal shall be a debt due from the Contractor to the Principal.

9.4 Safety

9.4.1 Definitions

For the purposes of the Clause 9.4, the words 'Person with management and control', 'construction project', 'notifiable incident' and 'workplace' have the meanings assigned to them by the *Work Health and Safety Act 2011 (Qld)* (WHS Act) and the *Work Health and Safety Regulation 2011 (Qld)* (WHS Regulation).

9.4.2 General

Without limiting the remainder of this Clause, the Contractor shall:

- a) Be the Person with management and control of each workplace at which the Work under the Contract is to be carried out.
- b) Ensure that it complies with the Principal's work health and safety requirements when performing the Work under the Contract.

- c) Ensure that it complies with its obligation under the *WHS Act* to consult, cooperate and coordinate activities with all other Persons who have a work health and safety duty in relation to the same matter.
- d) Comply with the requirements of the *WHS Act*, *WHS Regulation* and the workplace health and safety management plan.
- e) Ensure the health and safety of any Person affected by the Work under the Contract including, but not limited to:
 - i. the Contractor's employees, agents and Subcontractors
 - ii. the Principal's employees and agents
 - iii. users of the Road infrastructure
 - iv. occupiers of adjoining land

while carrying out the Work under the Contract.

9.4.3 Specific obligations – management and control

The Contractor agrees that:

- a) The Work under the Contract may include construction Work that is a 'construction project' for the purposes of the *WHS Regulation*.
- b) If the Work under the Contract is a construction project, the Principal engages the Contractor as the Principal Contractor, as defined in the *WHS Regulation*, for the Site at which the construction project is to be carried out.
- c) Where it is engaged as the Principal Contractor, the Contractor is:
 - i. responsible for discharging its duties as a Person conducting a business or undertaking in accordance with the *WHS Act* and *WHS Regulation*
 - ii. responsible for discharging the duties of a Principal Contractor in accordance with the *WHS Regulation*
 - iii. authorised to have management and control of the workplace
 - iv. required to consult with the Principal in relation to matters of safety that the Contractor cannot resolve to the standard imposed by the *WHS Act* and the *WHS Regulation* and to cooperate and coordinate with the Principal to ensure any issues are resolved to the required standard.

9.4.4 Responsibilities and liabilities

The Contractor is responsible for, and assumes liability for, the duties under the *WHS Act* and the *WHS Regulation* for which the Contractor is responsible and liable as between the parties in accordance with this Clause.

Nothing contained in this Clause shall in any way limit or exclude any of the Contractor's obligations or liabilities under the Contract.

9.4.5 Notifiable incidents

The Contractor shall, regardless of whether or not it is appointed as Principal Contractor:

- a) comply with its obligations under the *WHS Act* in relation to any notifiable incident arising out of, or in connection with, the conduct of the business or undertaking of the Contractor
- b) notify the Principal of every notifiable incident in relation to or in connection with the Site within a time period that ensures the Principal can comply with its obligations under the *WHS Act* in relation to any notifiable incident
- c) keep the Principal informed of the status of any incidents related to safety or health that have occurred in relation to or in connection with the Site
- d) do all that is necessary to assist the Principal with any investigations into any incident related to safety or health in relation to, or in connection with, the Site, including requiring, to the extent possible, the Contractor's agents and Subcontractors to assist the Principal
- e) as soon as practicable, but no later than within seven Days of receiving a request from the Principal to do so, provide the Principal with a copy of any notification to the regulator for work health and safety of an incident related to safety or health
- f) consult, cooperate and coordinate with the Principal at progress meetings in relation to any health or safety matters arising out of, or in connection with, the Site.

9.4.6 Indemnities

To the extent permitted by law, the Contractor indemnifies, and will keep indemnified, the Principal from and against all loss which may be brought against or made on the Principal or which the Principal may pay, sustain or be put to arising by reason of or in connections with:

- a) any breach of the *WHS Act* or the *WHS Regulation* at a Site caused, or contributed to, by the Contractor or its employees, agents, Subcontractors and other Persons authorised by the Contractor to be at the Site
- b) any breach by the Contractor of its obligations under the Clause 9.4 or its duties under the *WHS Act* or the *WHS Regulation*
- c) if the Contractor has been appointed as Principal Contractor for the relevant Site, the Principal being deemed under the *WHS Act* to be the Person with management and control of the Site or the Person with management and control of any fixtures, fittings and plant in relation to or in connection with the Site.

It is not necessary for the Principal to incur expense or make a payment before enforcing any indemnity conferred by this Clause.

9.5 Traffic management at Work Sites

9.5.1 Traffic guidance schemes

The Contractor shall make all arrangements and do all things necessary to guide traffic safely past any of the Work under the Contract and take all precautions for the safety of workers and Road users. The Contractor shall supply, install and maintain all traffic signs and control devices and make arrangements for control of traffic in accordance with a traffic guidance scheme (TGS) based on Part 3 of the *Manual of Uniform Traffic Control Devices* (Queensland). The Contractor shall also comply with the *WHS Act* and any relevant prohibition notices.

The Contractor shall ensure that any individual who controls traffic within the Works shall be licensed under the Principal's traffic control accreditation scheme.

Where any Work under the Contract involves:

- a) expected traffic delays exceeding the times as set out in form C6095
- b) closure of the normally travelled access from residential or commercial premises
- c) likely traffic queues across intersections
- d) detours using local roads
- e) closure of the normally travelled carriageway
- f) Maintenance of side tracks, detours, and so on

then the TGS shall be documented and submitted at least two working Days in advance, or as otherwise agreed, to the Principal for direction as to its suitability.

9.5.2 Public notification

Where directed by the Principal, dissemination of information to the community regarding significant changes on the nature and effect of Work under the Contract to traffic shall be provided to the public.

The Contractor shall ensure:

- a) adequate information is advertised publicly to keep the community informed of significant changes to normal traffic movements, such as detours over other Roads, and of any possible disruptions
- b) as much notice as possible of such changes must be given to the public, but it must not be less than 24 hours or as otherwise agreed
- c) the agreement of the Principal to the extent and nature of all such publicity prior to implementation is obtained.

The cost of any dissemination of information ordered and agreed by the Principal shall be included as a variation in accordance with Part F.

9.5.3 Other traffic management issues

No motor vehicle traffic lane shall be left closed overnight without first obtaining the Principal's written approval of the closure and of the traffic arrangements to apply.

9.6 Minerals, fossils and relics on Site

The Contractor, his agent or employees shall not take any action to exploit the discovery of valuable minerals on the Site, but shall immediately advise the Principal of such discovery.

Any fossils, articles of antiquity or of anthropological or archaeological interest, treasure trove, coins and articles of value found on the Site shall be the property of the Principal.

9.7 Public Utility Plant, ancillary Works and encroachments

9.7.1 Liaise with owner and Principal

Where any of the Work under the Contract involves the alteration (including relocation, repairs and protection) of Public Utility Plan (PUP) or significant ancillary Works and encroachments (AWEs) as

nominated by the Principal located on the Site, the Contractor shall liaise with the owner of such plant or AWE and the Principal and accept responsibility for arranging and coordinating such alteration.

Subject to the prior written approval of the Principal, the cost of any alteration shall be included as a variation in accordance with Clause 7..

9.7.2 Cost of alteration

Where PUP or AWEs are altered as a result of the Contractor's activities, or to facilitate the Contractor's Work, and such Work is not necessary for the Work under the Contract, the cost of such Work shall be borne by the Contractor and paid directly to the relevant owner by the Contractor.

9.7.3 Indemnity

The Contractor shall indemnify the Principal against any damage or loss of PUP or AWEs caused by the Contractor while executing Work under the Contract.

9.8 Suspension of the Work

9.8.1 Suspension by Principal

The Principal may direct the Contractor to suspend the progress of the whole or part of the Work under the Contract for such time as the Principal thinks fit, if the Principal considers that the suspension of the whole or part of the Work under the Contract is necessary:

- a) Because of an act or omission of:
 - i. the Principal or an employee, consultant or agent of the Principal
 - ii. the Contractor, a Subcontractor or an employee or agent of either.
- b) For the protection or safety of any Person or property.
- c) To comply with an order of a court.

9.8.2 Suspension by Contractor

If the Contractor wishes to suspend the whole or part of the Work under the Contract, otherwise than under Clause 11.8 or as required by a statutory requirement, the Contractor shall obtain the prior written approval of the Principal. The Principal may approve of the suspension and may impose conditions of approval. The Principal is not obliged to approve the suspension.

9.8.3 Recommencement of Work

As soon as the Principal becomes aware that the reason for any suspension no longer exists, the Principal shall direct the Contractor to recommence Work on the whole or on the relevant part of the Work under the Contract.

If Work is suspended by the Contractor under Clause 11.8, the Contractor may recommence Work at any time after reasonable advance notice to the Principal.

9.8.4 Cost of suspension

Any cost incurred by the Contractor by reason of a suspension under this Clause shall be borne by the Contractor, but if the suspension is due to an act or omission of the Principal, the Principal or an employee, consultant or agent of the Principal not authorised by the Contract, and the suspension causes the Contractor to incur more or less cost than otherwise would have been incurred but for the suspension, the difference shall be valued as a variation under Clause 7. The Contractor must use all

reasonable efforts to mitigate any such cost and must, on request of the Principal, provide documentary evidence of such cost.

Released under RTI - DTMR

Part I: Quality system

10 Requirements of the quality system

10.1 General

RMPC quality system requirements may be satisfied by addendums to the Contractor's existing quality management systems. The Contractor's quality system should be accredited to ISO 9001: 2015 *Quality management systems – Requirements*. If this has not been achieved, the Contractor must either submit a plan to gain/regain certification or, with the written consent of the Principal, adopt the use of the department's form C6089 which sets out the department's minimum quality requirements for RMPC Works.

If the Contractor's quality system is not certified, or the Contractor is unable to maintain its certification, the Contractor must seek approval from the Principal to continue Works under RMPCs.

The Contractor must include, in its Quality Plan, details of its Maintenance organisation structure, clearly setting out the nominated Persons and their responsibilities for achieving the Quality Plan requirements.

10.2 Quality system

The Contractor shall establish, review, maintain and update the various plans comprising the quality system, including:

- a) Quality Plan
- b) Safety Plan
- c) EMP (Maintenance).

The Contractor shall submit any changes to its existing plans (and quality system) to the Principal for direction as to their suitability immediately after any audit and, in any case, at least four weeks prior to commencement of any Work under the renewed Contract.

In the case of the Principal indicating that any of the plans is not suitable, the Contractor must amend and resubmit the relevant plans to the Principal as part of its quality system.

10.3 Quality Plan

10.3.1 Systematic Approach to the Management of Maintenance

The Contractor's Quality Plan for management must evidence a Systematic Approach to the Management of the Maintenance of the Network.

The Contractor must include, in its Quality Plan, its procedures for:

- a) identification of Work in advance
- b) planning, prioritising and scheduling of Maintenance
- c) recording all completed Work
- d) making progress payment Claims
- e) managing the process
- f) changing/improving the system
- g) auditing the Contractor's management/supervision procedures.

The Contractor must maintain accurate, up-to-date files (whether computer-based or manual) of:

- a) Network inspection reports
- b) Forward List of Work including:
 - i. issued Works orders
 - ii. list of completed Activities.

The Contractor must use these files to provide any reports requested by the Principal.

10.3.2 Operations

The Contractor must provide its standards and procedures in its Quality Plan for recording of Defects and carrying out the various Maintenance Activities. Standards must be in accordance with the Maintenance Activity Standards and Intervention Level/Response Time standards as set out respectively in Chapter 4 and Chapter 5 of the Guidelines.

Unless the Principal approves otherwise, the Quality Plan must adopt the Principal's Activity Standards as set out in the Guidelines for undertaking Routine Maintenance for Maintenance Activity numbers and descriptors and units of measurement, including sequential steps and check points. These procedures may be based on the details contained in the Maintenance Activity Standards.

10.4 Work health and safety management plan (safety plan)

The safety plan must clearly indicate the Contractor's hierarchy and responsibility for managing safety and include details of the Contractor's procedures, including safety matters (as detailed in Part H) of:

- a) advice to the Principal of incidents involving third parties
- b) management of traffic at Work Sites in accordance with Part 3 of the *Manual of Uniform Traffic Control Devices* (Queensland).

10.5 Environmental management

10.5.1 General obligations

The Contractor shall:

- a) At all times during the term, comply with the requirements of:
 - i. all relevant environmental and heritage statutory requirements
 - ii. the Environmental Management Plan (EMP (Maintenance))
 - iii. any environmental requirements set out in the Specifications.
- b) Identify activities that have the potential to cause environmental harm and implement and maintain measures to preserve and protect the natural environment (including the protection of cultural heritage) on and adjacent to a Site.
- c) Pay all penalties, costs and expenses that may be incurred concerning offences committed or alleged to be committed under any other statutory requirements relating to environmental management.
- d) Ensure all applicable environment protection measures are implemented prior to proceeding with any relevant Work under the Contract.

10.5.2 EMP (Maintenance)

The Contractor shall be responsible for environmental management associated with the activities of the Contract and shall develop and implement an EMP (Maintenance) for that purpose. This shall include auxiliary activities under the control of the Contractor, such as the obtaining of resources (water, gravel) for Works associated with the Contract, and activities at auxiliary Sites used by the Contractor, such as stockpile Sites.

The EMP (Maintenance) is the Contractor's management plan to ensure that all Works undertaken by the Contractor, its employees, agents and Subcontractors shall have minimal impact on the environment. The EMP (Maintenance) shall be in accordance with all relevant state, federal and local government laws, regulations and rules, and shall comply with and incorporate the requirements of this Contract.

As a minimum, the EMP (Maintenance) should include the administrative and management requirements outlined below.

10.5.3 Administrative requirements

Administrative requirements are:

- a) A statement of the Contractor's environmental management policy relevant to activities carried out under the Contract.
- b) The Contractor's environmental training and/or induction programs for relevant staff, including staff acting as environmental representatives for Activities.
- c) A list of permits and licences obtained, relevant to the Maintenance Works, including Principal exemptions or licences being used for undertaking of the Work — where exemptions, permits or licences have a reporting requirement, the EMP (Maintenance) shall clearly state who is responsible for reporting (Principal or Contractor) and how and when the Contractor will provide necessary information to the Principal.
- d) Details of the Contractor's system to manage complaints, undertake inspections and conduct audits, including undertaking and recording corrective actions.
- e) Details of the Contractor's document control procedures for monitoring, review and periodic update of the EMP (Maintenance).

10.5.4 Management measures

The EMP (Maintenance) shall contain the Contractor's proposed environmental protection measures and strategies for activities under the Contract. This should include standard measures to address all activities which are to be included as part of the Contract, as well as the triggers for additional Site-specific environmental assessment and/or control measures.

The strategies shall address:

- a) Cultural Heritage – including potential effects on indigenous and historical heritage.
- b) Biodiversity – minimising the effects on flora and fauna and managing the effects of activities, such as slashing on weed spread.
- c) Amenity – managing potential nuisance issues such as dust, vehicle emissions, noise, vibration and lighting.

- d) Resource use – ensuring that obtaining resources for Maintenance (water, quarry material) is done in a legal and sustainable manner and that storage of goods, including fuels and paints, is undertaken in a suitable manner.
- e) Waste management – including Contractor's location and method for storage and/or disposal of waste collected under the Contract (for example, litter, tyres, dead animals) and waste or unsuitable material produced through activities of the Contract (including stockpile management).
- f) Water quality – minimising effects on water quality, including erosion and sediment control methods and procedures.
- g) Any specific environmental measures nominated by the Principal.
- h) Details of the Contractor's environmental preparedness and response procedures, including:
 - i. procedures for minor incidents such as a burst hydraulic hose
 - ii. procedures for significant incidents, including notification to the Principal, the state Department of Environment and Heritage and/or other relevant state or federal departments, regarding incidents including, but not limited to, those causing 'material' or 'serious environmental harm' (*Environmental Protection Act 1994 (Qld)*) as a result of Works carried out.

10.5.5 Requirements

The Contractor should be aware of requirements for environment and heritage management, but the Principal may impose additional Contract-specific requirements within the Contract.

10.5.6 Environmental representative

All crews and projects shall have a nominated environmental representative. This representative shall have undergone environmental training, including information on general environmental duty, under the *Environmental Protection Act 1994 (Qld)*, within the last two years.

10.5.7 Burning

Burning of material is prohibited within the Road reserve without the written approval of the Principal.

10.5.8 Weed management

The Contractor must take all precautions to ensure that activities undertaken under the Contract do not cause the spread of weeds or new weed infestations. The Contractor shall rectify any weed infestations (including at stockpile Sites) caused by its activities at the Contractor's cost.

Where declared weed management is being completed under the Contract, the Contractor's representative shall be competent in the identification of declared weeds within the Network.

10.5.9 Erosion and sediment control

Where the area of disturbance of natural ground to be open at any one time is greater than 2500 m², the Contractor shall prepare an erosion and sediment control plan. The plan shall include location of all proposed erosion and sediment control devices.

10.5.10 Stockpile Sites

The use of old stockpile Sites is preferred over the creation of new Sites. Stockpile Sites should be delineated and not expanded without the written approval of the Principal. Stockpiles of any material

type shall be located a minimum distance of 100 m away from any watercourse and a minimum 10 m away from remnant vegetation. The Sites should be located on relatively flat, well drained ground.

Appropriate sediment controls (for example, bunding or sediment control fencing) must be installed. Temporary stockpile Sites are to be remediated at the completion of construction Works.

10.5.11 Cultural heritage

Where the proposed Works will affect previously undisturbed ground, the Contractor shall ensure that an assessment as required by the *Aboriginal Cultural Heritage Act 2003* (Qld) has been undertaken.

If, during an Activity, items of cultural heritage significance are discovered, construction shall cease immediately in the vicinity of the find. Any items found shall be left in an as-found condition and a temporary barrier shall be erected to prevent access to the find. The Contractor shall immediately notify the Principal who will inform the department's cultural heritage officer.

10.6 Audits

The Principal may carry out audits of the Contractor's quality system at any time. Such an audit may be one or a combination of:

- a) compliance with the Principal's quality system requirements
- b) compliance with the Contractor's quality procedures
- c) independent testing on completed Activities.

The Principal may carry out an audit of the EMP (Maintenance) and its implementation at any time. The Contractor and/or its environmental representative shall be present during the audit and shall supply the Principal with all documentation, access and assistance as required.

The Contractor shall undertake at least one internal audit as part of the EMP (Maintenance) during the term of the Contract so relevant operational changes are made to reduce the risk of environmental harm.

10.6.1 Keeping records

The Contractor must keep all records for a period of at least six years, notwithstanding the requirements of any relevant legislation (including the *Local Government Finance Standard 2005* (Qld)).

Part J: Default and termination

11 Default

11.1 General

If a party breaches or repudiates the Contract, nothing in this Clause shall prejudice the right of the other party to recover damages or exercise any other right.

11.2 Default by the Contractor

If the Contractor commits a substantial breach of the Contract and the Principal considers that damages may not be an adequate remedy, the Principal may give the Contractor a written notice to show cause.

Substantial breaches include:

- a) failing to comply in any respect with Clause 2.7
- b) failing to use the materials or standards of workmanship required by the Contract, in breach of Clause 3.7
- c) failing to provide satisfactory performance, in breach of Clause 4.3
- d) failing to provide evidence of insurance, in breach of Clause 8
- e) suspension of Work, in breach of Clause 9.8
- f) any other substantial breach nominated in the Contract.

11.3 Requirements of a notice by the Principal to show cause

A notice under Clause 11.2 shall:

- a) state that it is a notice under this Clause
- b) specify the alleged substantial breach
- c) require the Contractor to show cause in writing why the Principal should not exercise a right referred in Clause 11.4
- d) specify the time and date by which the Contractor must show cause (which time shall be no fewer than seven Days after the notice is given to the Contractor)
- e) specify the place at which cause must be shown.

11.4 Rights of the Principal

If, by the time specified in a notice under Clause 11.3, the Contractor fails to show reasonable cause why the Principal should not exercise a right referred in Clause 11.4, the Principal may by notice in writing to the Contractor:

- a) take out of the hands of the Contractor the whole or part of the Work remaining to be completed, or
- b) terminate the Contract.

Upon giving a notice under Clause 11.2, the Principal may suspend payments to the Contractor until the earlier of:

- i. the date upon which the Contractor shows reasonable cause

- ii. the date upon which the Principal takes action under Clause 11.4(a) or Clause 11.4(b)
- iii. the date which is seven Days after the last day for showing cause in the notice under Clause 11.3.

If the Principal exercises the right under Clause 11.4(a), the Contractor shall not be entitled to any further payment for the Work taken out of the hands of the Contractor unless a payment becomes due to the Contractor under Clause 11.5.

11.5 Procedure and adjustment on completion when the Principal takes over Work

If the Principal takes Work out of the hands of the Contractor under Clause 11.4(a), the Principal shall complete that Work.

When Work taken out of the hands of the Contractor under Clause 11.4(a) is completed, the Principal shall ascertain the cost incurred by the Principal in completing the Work and shall issue a certificate to the Contractor certifying the amount of that cost.

If the cost incurred by the Principal is greater than the amount which would have been paid to the Contractor if the Work had been completed by the Contractor, the difference shall be a debt due and owing from the Contractor to the Principal. If the cost incurred by the Principal is less than the amount that would have been paid to the Contractor if the Work had been completed by the Contractor, the difference shall be a debt due and owing to the Contractor from the Principal. The Principal shall keep records of the cost.

If the Contractor is indebted to the Principal, the Principal may retain constructional plant or other things taken under Clause 11.5 until the debt is satisfied. If, after reasonable notice, the Contractor fails to pay the debt, the Principal may sell the constructional plant or other things and apply the proceeds to the satisfaction of the debt and the costs of sale. Any excess shall be paid to the Contractor.

11.6 Default of the Principal

If the Principal commits a substantial breach of the Contract and the Contractor considers that damages may not be an adequate remedy, the Contractor may give the Principal a written notice to show cause.

Substantial breaches include, but are not limited to:

- a) failing to make a payment in breach of Clause 5.4, or
- b) failing to give the Contractor sufficient access to a Site in breach of Clause 9, but only if the failure continues for longer than 28 Days.

11.7 Requirements of a notice by the Contractor to show cause

A notice under Clause shall:

- a) state that it is a notice under Clause 11
- b) specify the alleged substantial breach
- c) require the Principal to show cause in writing why the Contractor should not exercise a right referred in Clause 11.8
- d) specify the time and date by which the Principal must show cause (which shall not be fewer than seven Days after the notice is given to the Principal)

- e) specify the place at which cause must be shown.

11.8 Rights of the Contractor

If, by the time specified in a notice under Clause 11.3, the Principal fails to show reasonable cause why the Contractor should not exercise a right referred in Clause 11.8, the Contractor may, by notice in writing to the Principal, suspend the whole or any part of the Work under the Contract.

The Contractor shall lift the suspension if the Principal remedies the breach, but if, within 28 Days after the date of suspension under Clause 11.8, the Principal fails to remedy the breach or, if the breach is not capable of remedy, fails to make other arrangements to the reasonable satisfaction of the Contractor, the Contractor may, by notice in writing to the Principal, terminate the Contract.

The Contractor shall be entitled to recover from the Principal any damages incurred by the Contractor by reason of the suspension.

11.9 Rights of the parties on termination

If the Contract is terminated under Clause 11.4 or Clause 11.8, the rights and liabilities of the parties shall be the same as they would have been at common law had the defaulting party repudiated the Contract and the other party elected to treat the Contract as at an end and recover damages.

11.10 Termination without cause

Either party may terminate the Contract without cause by giving the other party notice in accordance with Clause 2.5 and nominating the period of notice.

- a) Notice by the Contractor shall be for a minimum period of two years.
- b) Notice by the Principal shall be for a minimum period of one year.
- c) Where the Contractor is an LG, the Contractor is dissolved under the provisions of the *Local Government Act 2009*.

In each case, where the Guaranteed Renewal Period is less than the nominated minimum period, then the minimum notice requirement will be the Guaranteed Renewal Period.

Part K: General provisions

12 Miscellaneous

12.1 Confidential Information

12.1.1 Contractor's responsibility

The Contractor shall:

- a) treat as confidential and not disclose, copy, use or permit the use of, at any time, or in any way, the Confidential Information, other than for the purpose of performing this Contract
- b) ensure and protect the confidentiality of the Confidential Information
- c) limit the disclosure of the Confidential Information to those Persons to whom such disclosure is strictly necessary for the performance of this Contract and shall ensure that those Persons are bound by obligations of confidentiality for the Confidential Information equal to those contained in this Clause and shall use its best endeavours to ensure that those Persons abide by such obligations of confidentiality
- d) accept full liability for, and indemnify the Principal against, any loss, cost or damage which it may suffer or incur as a result of any wrongful use, copying or disclosure of the Confidential Information.

12.1.2 Termination

The obligations of the Contractor under Clause 12.1 survive the termination of the Contract by either party upon any grounds whatsoever.

12.2 Information Privacy Act

For the purposes of this Clause 12.2, the words 'bound contracted service provider', 'compliance notice', 'document', 'information commissioner', 'personal information', 'privacy complaint' and 'privacy principles' have the meanings given in the *Information Privacy Act 2009* (Qld).

The Contractor acknowledges that the Contractor is a bound contracted service provider and the information commissioner's functions include conducting reviews into personal information handling practices of bound contracted service providers and conducting compliance audits to assess bound contracted service providers' compliance with the privacy principles.

The Contractor shall promptly advise the Principal of any:

- a) enforcement of the Contractor's obligations under the *Information Privacy Act 2009* (Qld) in connection with the Contract, including enforcement through compliance notices given to the Contractor, or
- b) privacy complaints in connection with the Contractor's discharge of its obligations under the Contract, including any privacy complaints to which the Contractor is a respondent.

The Contractor shall take any actions reasonably required by the Principal in connection with these matters, including steps to comply with any compliance notice.

The Contractor shall keep the Principal informed about actions of the information commissioner in connection with the Contract of which the Contractor becomes aware.

The Contractor shall immediately notify the Principal if the Contractor becomes aware that disclosure of personal information held in relation to this Contract is, or may be, required or authorised by law, for, or in connection with:

- a) an individual's application to the Principal for access to, or amendment of, a document containing the individual's personal information, whether the application is made under the *Information Privacy Act 2009* (Qld) or otherwise
- b) privacy complaints made to the Principal, including any privacy complaints to which the Principal is a respondent
- c) the Contractor shall, as soon as possible following the Principal's request, but no later than two business Days after such request from the Principal:
 - i. submit to the Principal a document specified by the Principal
 - ii. amend or notate a document specified by the Principal
 - iii. provide information to the Principal concerning the Contractor's discharge of its obligations under this Clause 12.2
 - iv. take other reasonable actions required by the Principal.

The Principal may make a written request to the Contractor to comply with privacy and security measures under the *Information Privacy Act 2009* (Qld) and the *Right to Information Act 2009* (Qld).

In relation to this Clause, the Principal's Representative shall act as an agent of the Principal.

12.3 The Queensland Code

Where stated in Item 4 of form C6094, the *Queensland Code of Practice for the Building and Construction Industry* (the Queensland Code)) apply to this Contract.

The Queensland Code is available on the following website:

<https://www.treasury.qld.gov.au/resource/building-construction-code-practice-2000/>

The 'Client Agency' in relation to this Contract is the Department of Transport and Main Roads.

12.3.1 Primary obligation

The Contractor shall comply with, and meet any obligations imposed by the Queensland Code.

The Contractor shall notify the Australian Building Construction Commission (ABCC) (or nominee) and the Client Agency of any alleged breaches of the Queensland Code and of voluntary remedial action taken within 24 hours of becoming aware of the alleged breach.

Where the Contractor is authorised to engage a Subcontractor or consultant, and it does so, the Contractor shall ensure that any secondary Contract imposes on the Subcontractor or consultant are equivalent obligations to those in this 'Primary Obligation', including that the Subcontractor or consultant shall comply with, and meet any obligations imposed by, the Queensland Code.

The Contractor shall not appoint or engage another party in relation to the project where that appointment or engagement would breach a sanction imposed on the other party in relation to the Queensland Code.

12.3.2 Access and information

The Contractor shall maintain adequate records of compliance with the Queensland Code by it, its Subcontractors, consultants and related entities.

The Contractor shall allow, and take reasonable steps to facilitate, Queensland Government-
authorised personnel (including personnel of the ABCC) to:

- a) enter and have access to Sites and premises controlled by the Contractor, including the project Site
- b) inspect any Work, material, machinery, appliance, article or facility
- c) access information and documents
- d) inspect and copy any record relevant to the project
- e) have access to personnel
- f) interview any Person

as is necessary for the authorised personnel to monitor and investigate compliance with the Queensland Code by the Contractor, its Subcontractors, consultants and related entities.

The Contractor, and its related entities, shall agree to, and comply with, a request from Queensland Government-
authorised personnel (including personnel of the ABCC) for the production of specified documents by a certain date, whether in person, by post or electronic means.

12.3.3 Sanctions

The Contractor warrants that, at the time of entering into this Contract, neither it, nor any of its related entities, are subject to a sanction in connection with the Queensland Code that would have precluded it from tendering for Work to which the Queensland Code apply.

If the Contractor does not comply with, or fails to meet any obligation imposed by, the Queensland Code, a sanction may be imposed against it in connection with the Queensland Code.

Appendix A: Schedules

Released under RTI - DTMR

Appendix B: Activity Standard

Released under RTI - DTMR

Released under RTI - DTMR

Defect Intervention Level & Response Time(IL/RT) criteria for Routine Maintenance

Defect No	Defect Code	Defect Intervention Level Criteria / Description	Initial Intervention on level	Corporate Priorities	Road Category →			Category A	Category B	Category C	Category D	Category E	Mtce Activity Number	Remarks					
					Location Score → (C)			vpd > 30000	vpd 10000-30000	vpd 500 - 10000	vpd 100-500	vpd < 100							
					Corporate Priorities and Defect Scoring			Upper Intervention Level :: Maximum Response Time :: Defect Final Score											
					Corporate Priority weighting (A)	Field Weighting (B)	Code Score (A+B)	Upper Intervention Level / Response Time	Corporate Score (A+B+C)	Upper Intervention Level / Response Time	Corporate Score (A+B+C)	Upper Intervention Level / Response Time			Corporate Score (A+B+C)	Upper Intervention Level / Response Time	Corporate Score (A+B+C)	Code Score (A+B)	
Defect Category 01 - Deformation and Potholes in Bituminous Surface																			
1	AA	Isolated Depressions and Bumps in Bituminous Surface																	
	AA1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard						20	110	See Hazard procedure			
	AA2_I	Area of ponding of water (not free draining) in the wheel path exceeds 3 m ² : (free draining means water disperses without action of traffic)	3m ²	3 - Safety	2		2	5 m ²	10	10 m ²	8	15 m ²	6	20 m ²	5	20 m ²	4	111	
	AA2_R	Area of ponding of water (not free draining) in the wheel path the exceeds upper intervention level in AA2_I. (free draining means water disperses without action of traffic)	Upper IL	3 - Safety	3		3	4 weeks	11	2 months	9	3 months	7	4 months	6	6 months	5	161	
	AA3_I	Depression or bump on sealed pavements measured using a 1.2m straight edge exceeds 20mm:	20mm	3 - Safety	2		2	30 mm	10	40 mm	8	50 mm	6	75 mm	5	100 mm	4	155	
	AA3_R	Depression or bump on sealed pavements measured using a 1.2m straight edge exceeds upper intervention level in AA3_I:	Upper IL	3 - Safety	4		4	4 weeks	12	4 weeks	10	3 months	8	4 months	7	6 months	6	157	
	AA4_M	Depression or bump on sealed pavements measured using a 1.2m straight edge is less then 20mm:	20mm	5 - Preventative	1		1	Log the defect and monitor if ponding area is greater than 1 m2 or depth exceeds 10mm						1	169				
																		143	
																		144	
																		146	
2	AB	Ruts in Bituminous Surface																	
	AB1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard						20	110	See Hazard procedure			
	AB2_I	Area of ponding of water (not free draining) in the wheel path exceeds 3 m ² : (free draining means water disperses without action of traffic)	3 m ²	3 - Safety	3		3	5 m ²	11	10 m ²	9	15 m ²	7	20 m ²	6	20 m ²	5	145	
	AB2_R	Area of ponding of water (not free draining) in the wheel path exceeds the upper intervention level in AB2_I. (free draining means water disperses without action of traffic)	Upper IL	3 - Safety	5		5	4 weeks	13	2 months	11	3 months	9	4 months	8	6 months	7	146	
	AB3_I	Depth of rut on sealed pavements measured laterally from top of ridge using a 1.2m straight edge exceeds 20 mm:	20mm	3 - Safety	2		2	30 mm	10	40 mm	8	50 mm	6	75 mm	5	100 mm	4	155	
	AB3_R	Depth of rut on sealed pavements measured laterally from top of ridge using a 1.2m straight edge exceeds the upper intervention level in AB3_I	Upper IL	3 - Safety	4		4	4 weeks	12	4 weeks	10	3 months	8	4 months	7	6 months	6	157	
	AB4_M	Depth of rut on sealed pavements measured laterally from top of ridge using a 1.2m straight edge is less than 20 mm:	20mm	5 - Preventative	1		1	Log the defect and monitor if ponding area is greater than 1 m2 or depth exceeds 10mm						1	160				
																		169	
																		112	
																		151	
																		152	
																		113	
																		137	
																		138	
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																		154	
																		139	
																		140	
																		143	
																		144	
3	AD	Shoving of Pavement or Asphalt																	

	AD1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	140 169	See Hazard procedure
	AD2_I	Area of ponding of water (not free draining) in the wheel path exceeds 3 m ² : (free draining means water disperses without action of traffic)	3 m ²	3 - Safety	3		3	5 m ²	11	10 m ²	9	15 m ²	7	20 m ²	6	20 m ²	5		143	
	AD2_R	Area of ponding of water (not free draining) in the wheel path exceeds the upper intervention level in AD2_I: (free draining means water disperses without action of traffic)	Upper IL	3 - Safety	5		5	4 weeks	13	4 weeks	11	3 months	9	4 months	8	6 months	7		144 141	
	AD3_I	Height/depth of shove on sealed pavements measured laterally from top of ridge using a 1.2m straight edge exceeds 20 mm:	20mm	3 - Safety	2		2	50 mm	10	75 mm	8	75 mm	6	100 mm	5	100 mm	4		151 152	
	AD3_R	Height/depth of shove on sealed pavements measured laterally from top of ridge using a 1.2m straight edge exceeds the upper intervention level in AD3_I	Upper IL	3 - Safety	4		4	4 weeks	12	4 weeks	10	3 months	8	4 months	7	6 months	6		113 129 145 146 147	
	AD4_M	Height/depth of shove on sealed pavements measured laterally from top of ridge using a 1.2m straight edge is less than 20 mm:	20mm	5 - Preventative	1		1	Log the defect and monitor if ponding area is greater than 1 m ² or depth exceeds 10mm.										1	148 153	
	AD5_I	Height/depth of shove on sealed pavements measured longitudinally from top of ridge using a 1.2m straight edge exceeds 50 mm:	50mm	3 - Safety	3		3	75 mm	11	100 mm	9	125 mm	7	125 mm	6	150 mm	5		154 110 111 139	
	AD5_R	Height/depth of shove on sealed pavements measured longitudinally from top of ridge using a 1.2m straight edge exceeds the upper intervention level in AD5_I	Upper IL	3 - Safety	5		5	2 days	13	1 week	11	2 weeks	9	4 weeks	8	5 weeks	7			
	AD6_M	Height/depth of shove on sealed pavements measured longitudinally from top of ridge using a 1.2m straight edge is less than 50 mm:	50mm	5 - Preventative	1		1	Log the defect and monitor if depth exceeds 30 mm										1		
4	AF	Very Rough Surface (Isolated sections) in Bituminous Surface																		
	AF1_H	Any verified defect (not meeting the requirements of AA, AB, AD or AG) identified by inspections or complaint that is hazardous	NA					As a hazard										20	110 107 111 143 161 145 155 157 160 169 112 151 152 113 146 146 147 148 153 154	See Hazard procedure
5	AG	Potholes/ Delamination in Bituminous Surface																		
	AG1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	105 106 107	See Hazard procedure
	AG2_I	Plan dimension on sealed pavements exceeds 100 mm:	100mm	3 - Safety	3		3	300 mm	11	400 mm	9	500 mm	7	500 mm	6	600 mm	5		142 146	
	AG2_R	Plan dimension on sealed pavements exceeds the upper intervention level in AG2_I	Upper IL	3 - Safety	5		5	24 hours	13	1 week	11	2 weeks	9	3 weeks	8	4 weeks	7			
	AG3_M	Plan dimension on sealed pavements is less than 100 mm	100mm	5 - Preventative	1		1	Log the defect and monitor if plan dimension exceeds 50 mm										1		
	AG4_I	Depth on sealed pavements exceeds 30 mm:	30mm	3 - Safety	3		3	40 mm	11	40 mm	9	50 mm	7	60 mm	6	80 mm	5			

	AG4_R	Depth on sealed pavements exceeds the upper intervention level in AG4_I	Upper IL	3 - Safety	5	5	24 hours	13	1 week	11	2 weeks	9	3 weeks	8	4 weeks	7				
	AG5_M	Depth on sealed pavements is less than 30 mm	30mm	5 - Preventative	1	1	Log the defect and monitor if depth exceeds 20 mm										1			
	AG6_P	Any pothole in the wearing surface that results in the loss of material under traffic	NA	2 - Ordered work	9	9	18	As advised by Principal												
Defect Category 02 - Cracks in Bituminous Surface																				
6	BG	Crocodile Cracking in Bituminous Surface																		
	BG1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	145 146 122	See Hazard procedure
	BG2_M	Plate size is less than 100 mm	100mm	5 - Preventative	1	1	Log the defect and monitor if plate size exceeds 50 mm										1	143 144		
	BG3_R	Moisture is entering/leaving the pavement	NA	5 - Preventative	1	1	9 months	9	9 months	7	12 months	5	12 months	4	12 months	3	120 139			
7	BZ	Bituminous Surface Cracks General																		
	BZ1_H	Cracking that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	120 123	Manage at local level(6 months or
	BZ2_R	Individual crack width exceeds 3 mm or fine pumping	3mm	5 - Preventative	1	1	9 months	9	9 months	7	12 months	5	12 months	4	12 months	3	118 117			
Defect Category 03 - Edge Defects Bituminous Surface																				
8	CA	Edge Break in Bituminous Surface																		
	CA1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	101 102	Edge break with narrow lanes (less than 3m wide lanes) to be prioritised on case to case basis
	CA2_I	Unsealed Shoulder From the average existing seal width, edge break exceeds 75 mm	75mm	3 - Safety	1	1	NA	9	100 mm	7	125 mm	5	150 mm	4	150 mm	3	103			
	CA2_R	Unsealed Shoulder From the average existing seal width, edge break exceeds the upper intervention level in CA2_I	Upper IL	3 - Safety	2	2	NA	10	4 week	8	4 week	6	4 weeks	5	4 weeks	4	169 139 140 221			
	CA3_M	Unsealed Shoulder From the average existing seal width, edge break is less than 75 mm	75mm	5 - Preventative	1	1	Log the defect and monitor if depth exceeds 30 mm										1			
	CA4_I	Sealed shoulder (at least 500mm width) From the average existing seal width, measured from each side of the seal (from shoulder end), edge break exceeds 100 mm or encroaching into the edge line of road:	100mm	3 - Safety	2	2	125 mm	10	125 mm	8	125 mm	6	150 mm	5	150 mm	4				
	CA4_R	Sealed shoulder (at least 500mm width) From the average existing seal width, measured from each side of the seal (from shoulder end), edge break exceeds the upper intervention level in CA4_I or encroaching into the edge line of road:	Upper IL	3 - Safety	3	3	4 weeks	11	4 weeks	9	4 weeks	7	4 weeks	6	6 weeks	5				
	CA5_M	Sealed shoulder (at least 500mm width) From the average existing seal width, measured from each side of the seal (from shoulder end), edge break is less than 100 mm and not encroaching into the edge line of road:	100mm	5 - Preventative	1	1	Log the defect and monitor if deviation exceeds 70 mm										1			
9	CC	Edge Drop off in Bituminous Surface																		
	CC1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	101 102 103	See Hazard procedure
	CC2_I	Unsealed shoulder Depth of edge drop-off measured using a 1.2m straight edge as vertical distance from the surface at edge of seal to the surface of the shoulder exceeds 40 mm:	40mm	3 - Safety	2	2	NA	NA	60 mm	8	75 mm	6	75 mm	5	75 mm	4	169			
	CC2_R	Unsealed shoulder Depth of edge drop-off measured using a 1.2m straight edge as vertical distance from the surface at edge of seal to the surface of the shoulder exceeds the upper intervention level in CC2_I	Upper IL	3 - Safety	4	4	NA	NA	4 weeks	10	2 months	8	2 months	7	2 months	6	215 221	Edge drop-off with narrow lanes (less than 3m wide lanes) to be prioritised on case to case basis		
	CC3_I	Sealed shoulder (at least 0.5 m width) Depth of edge drop-off measured using a 1.2m straight edge as vertical distance from the surface at edge of seal to the surface of the shoulder exceeds 40 mm:	40mm	3 - Safety	3	3	50 mm	11	60 mm	9	75 mm	7	75 mm	6	75 mm	5	222			
																	216			
																	217			
																	218 219 229 139			

	CC3_R	Sealed shoulder (at least 0.5 m width) Depth of edge drop-off measured using a 1.2m straight edge as vertical distance from the surface at edge of seal to the surface of the shoulder exceeds the upper intervention level in CC3_I	Upper IL	3 - Safety	4	4	4 weeks	12	4 weeks	10	2 months	8	2 months	7	2 months	6			
	CC4_M	Edge drop-off measured using a 1.2m straight edge as vertical distance from the surface at edge of seal to the surface of the shoulder is less than 40 mm:	40mm	5 - Preventative	1	1	Log the defect and monitor if depth exceeds 30 mm										1		
Defect Category 04 - Surface Texture Deficiencies Bituminous Surface																			
10	DC	Flushing, Bleeding Seal																	
	DC1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard								20	118	See Hazard procedure	
	DC2_R	Bleeding leads to bitumen pick up on vehicle tyres likely to result in complaints	NA	3 - Safety	5	5	1 day	13	1 day	11	1 day	9	1 day	8	2 days	7	117		
	DC3_P	Any fatty strips is greater than 10 m on a horizontal curve or approach to a curve or within an intersection or 15 m on straights or 10% of lane km is fatty	10m	2 - Ordered works	9	9	18	As advised by Principal									119		
																	139		
11	DE	Ravelling or Stripping Seal																	
	DE1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard								20	118	See Hazard procedure	
	DE2_P	Any ravelling on a horizontal curve or approach to or within an intersection exceeds 5 m ²	5 m ²	2 - Ordered works	9	9	18	As advised by Principal								18	155		
	DE3_R	Any stripping in an area exceeds 10 m ²	10 m ²	5 - Preventative	1	1	Log the defect monitor and inform to Principal								1	117			
	DE4_R	Any ravelling or stripping where the gravel pavement visibility exceeds 1 m ²	1 m ²	5 - Preventative	1	1	Log the defect monitor and inform to Principal								1	115			
																	114		
12	DZ	Other Bituminous Surface Texture Defects																	
	DZ1_M	Safety problem exists where loss of skid resistance is evident and or complaint received regarding excessive surface noise	NA	3- safety	1	1	Log the defect monitor and inform to principal								1	118			
																		155	
																	117		
Defect Category 05 - Other Bituminous Surface																			
13	EA	Loose Stones or Debris on Sealed Roadway																	
	EA1_H	Any verified defect (debris, foreign material, loose stones, litter on roadway) identified by inspections, complaint or notification by Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard - Contractor shall mobilise crew to attend within 1 hour of notification								20	130	See Hazard procedure	
	EA2_R	Any verified defect (debris, foreign material, loose stones, litter) identified by inspections, complaint or notification by Principal that is unsafe	NA	3- safety	5	5	1 week	13	1 week	11	4 week	9	4 week	8	4 week	7	423		
																	135		
14	EB	Grass on Sealed Roadway																	
	EB1_R	Control of vegetation growth around kerb and channel, along fence lines and on the road pavement that create unsafe road condition	NA	3- safety	5	5	3 days	13	3 days	11	2 weeks	9	4 weeks	8	6 weeks	7	407		
	EB2_R	Control of vegetation growth around kerb and channel, along fence lines and on the road pavement	NA	6 - Appearance /Usability	2	2	12 months	10	12 months	8	12 months	6	12 months	5	12 months	4	135		
15	ED	Dead Animals on Roadway																	
	ED1_H	Dead animals on roadway that are hazardous	NA	1 - Hazard	10	10	20	As a hazard - Contractor shall mobilise crew to attend within 1 hour of notification								20	429	See Hazard procedure	
	ED2_R	Dead animals on roadway	NA	3 - Safety	5	5	1 day	13	1 week	11	1 week	9	4 weeks	8	4 weeks	7			
16	EE	Rough Manhole Covers and Grates (Rough Service access facility)																	
	EE1_H	Any verified defect (tolerance relative to surrounding ground etc.) identified by inspection, complaint or notification by Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard								20	139	See Hazard procedure	
	EE2_I	Height or depth relative to surrounding ground exceeds 20 mm	20mm	3 - Safety	4	4	30 mm	12	30 mm	10	40 mm	8	40 mm	7	50 mm	6			
	EE2_R	Height or depth relative to surrounding ground exceeds the upper intervention level in EE2_I	Upper IL	3 - Safety	5	5	4 week	13	4 week	11	6 weeks	9	8 weeks	8	8 weeks	7			

	GC4_I	Where the seal width is 6 -8 m, the depth exceeds 40 mm	40mm	5 - Preventative	2	2	2	NA	N/A	75 mm	8	100 mm	6	125 mm	5	150 mm	4	229 219		
	GC5_M	Where the seal width is greater than 8 m, the depth exceeds 60 mm	60mm	5 - Preventative	2	2	Log the defect and monitor if depth exceeds 20 mm										2			
22	GE	Hazardous Dry Loose Material in Unsealed Shoulders																		
	GE1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	NA	N/A	As a hazard							20	215 221 222	See Hazard procedure	
	GE2_I	Loose shoulder material depth exceeds 40 mm	40mm	3 - Safety	2	2	2	NA	N/A	75 mm	8	75 mm	6	100 mm	5	125 mm	4			
	GE2_R	Loose shoulder material depth exceeds the upper intervention level in GE2_I	Upper IL	3 - Safety	3	3	3	NA	N/A	4 week	9	4 weeks	7	2 months	6	3 months	5	216 217		
23	GH	Ruts in Unsealed Shoulders																		
	GH1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is likely to become hazardous	NA	1 - Hazard	10	10	20	NA	N/A	As a hazard							20	215 221 222	See Hazard procedure	
	GH2_I	Where the seal width is less than 6, the depth exceeds 75 mm	75mm	3 - Safety	2	2	2	NA	N/A	NA	N/A	100 mm	6	150 mm	5	200 mm	4	216 217		
	GH2_R	Where the seal width is less than 6, the depth exceeds upper intervention level in GH2_I	Upper IL	3 - Safety	4	4	4	NA	N/A	NA	N/A	6 weeks	8	2 months	7	3 months	6	218 219		
	GH3_M	Where the seal width is less than 6, the depth is less than 75	75mm	5 - Preventative	2	2	2	Log the defect and monitor if depth exceeds 50 mm										2	229	
	GH4_I	Where the seal width is 6 -8 m, the depth exceeds 75 mm	75mm	5 - Preventative	1	1	1	NA	N/A	75 mm	7	150 mm	5	200 mm	4	250 mm	3			
	GH5_M	Where the seal width is greater than 8 m, the depth exceeds 100 mm	100mm	5 - Preventative	1	1	1	Log the defect and monitor if depth exceeds 50 mm										1		
24	GG	Debris on Unsealed Shoulder																		
	GG1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	NA	N/A	As a hazard							20	215	See Hazard procedure	
	GG2_I	Any debris on shoulder exceeds 40 mm in height	40mm	3 - Safety	2	2	2	NA	N/A	75 mm	8	75 mm	6	100 mm	5	125 mm	4	221		
	GG2_R	Any debris on shoulder exceeds upper intervention level in GG2_I	Upper IL	3 - Safety	3	3	3	NA	N/A	4 weeks	9	4 weeks	7	2 months	6	3 months	5	222 216		
25	GK	Reduced Shoulder Width in Unsealed Shoulders																		
	GK1_I	Reduction of shoulder design width in general vicinity exceeds 20%	20%	5 - Preventative	2	2	2	NA	N/A	30%	8	30%	6	30%	5	30%	4	215 221 222 216 217 218 219 229 230 231		
26	GL	Potholes in Unsealed Shoulder																		
	GL1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	NA	N/A	As a hazard							20	220	See Hazard procedure	
	GL2_I	Depth of isolated holes exceeds 60 mm in 2 meters	60mm	3- Safety	2	2	2	NA	N/A	100 mm	8	125 mm	6	150 mm	5	150 mm	4			
	GL2_R	Depth of isolated holes exceeds upper intervention level in GL2_I	Upper IL	3- Safety	3	3	3	NA	N/A	4 weeks	9	4 weeks	7	2 months	6	3 months	5			
27	GZ	Shoulder Defects, General																		
	GZ1_P	Any shoulder defects likely to creates unsafe road condition to travelling public or accelerates shoulder deterioration	NA	2 - Order works	9	9	18	As advised by Principal										18	215 221 222	
Defect Category 07 - Unsealed Roadway Defects																				
28	HD	Wheel Ruts in Unsealed Roadways																		

	HD1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	NA	N/A	As a hazard						20	204	See Hazard procedure
	HD2_W	Depth of wheel ruts and shoves using a 1.2 m straight edge (measured valley to crest in case of shoves and ruts) exceeds 80 mm	80mm	5 - Preventative	4		4	NA	N/A	NA	N/A	as a part of programmed works*				4	201 206 203	
29	HE	Shoving in Unsealed Roadways																
	HE1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	NA	N/A	As a hazard						20	204	See Hazard procedure
	HE2_W	Depth of wheel ruts and shoves using a 1.2 m straight edge (measured valley to crest in case of shoves and ruts) exceeds 80 mm	80mm	5 - Preventative	4		4	NA	N/A	NA	N/A	as a part of programmed works*				4	201 206 203 202	
30	HM	Potholes in Unsealed Roadways																
	HM1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	NA	N/A	NA	N/A	As a hazard				20	204	See Hazard procedure
	HM2_W	Any potholes	NA	5 - Preventative	3		3	NA	N/A	NA	N/A	as a part of programmed works*				3	201 206 203 202 207 214	
31	HF	Insufficient Crossfall in Unsealed Roadways																
	HF1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	NA	N/A	NA	N/A	As a hazard				20	204	See Hazard procedure
	HF2_W	Any insufficient crossfall	NA	5 - Preventative	1		1	NA	N/A	NA	N/A	as a part of programmed works*				1	201 205 203 202 208	
32	HG	Excessive Crossfall in Unsealed Roadways																
	HG1_H	Any verified defect identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	NA	N/A	NA	N/A	As a hazard				20	204	See Hazard procedure
	HG2_W	Any excessive crossfall	NA	5 - Preventative	1		1	NA	N/A	NA	N/A	as a part of programmed works*				1	201 205 203 202 208	
33	HP	Loss of Pavement Running Course																
	HP1_W	Any loss of pavement running course	NA	5 - Preventative	1		1	NA	N/A	NA	N/A	as a part of programmed works*				1	205g	
34	HN	Insufficient Formation Height Above Natural Surface																
	HN1_H	Water ponds or Possibility of creating Water ponds on the roadway that cannot be drained off naturally	NA	1 - Hazard	10	10	20	As a hazard						20	205	See Hazard procedure		
	HN2_P	Loss of formation shape	NA	2 - Ordered work	9	9	18	NA	N/A	NA	N/A	As advised by Principal				18		
35	HZ	Unsealed roadway defects, general (such as wind rows of material, scour channels, corrugations, soft slippery areas, course surface texture, loose material, roughness)																
	HZ1_H	Any isolated defects identified by inspections, complaint, notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	NA	N/A	NA	N/A	As a hazard				20	204 201 205	See Hazard procedure
	HZ2_M	Any other unsealed road defects unsafe for road user	NA	3 - Safety	3		3	NA	N/A	NA	N/A	Log the defect monitor and inform to principal				3	206 203 202	
Defect Category 08 - Surface Drain Defects																		
36	KZ	Surface Drain Defects																
	KZ1_H	Blocked surface drain cause flooding to the roadway is identified by inspection, complaint or notification by the Principal that is hazardous	NA	1-Hazard	10	10	20	As a hazard						20	301	See Hazard Procedure		
	KZ2_P	Blocked surface drain cause flooding to the private property	NA	2 - Ordered work	9	9	18	As advised by Principal						18	305			
	KZ3_M	Blocked surface drain increase shoulder/pavement deterioration	NA	5 - Preventative	1		1	log the defect and monitor drainage performance						1	302 303			

	KZ4_M	Scouring of drains	NA	5 - Preventative	1	1	log the defect and monitor drainage performance										1	304		
																	319			
Defect Category 09 - Concrete Roadway, Culvert, Pipe, Pit & Floodway Defects																				
37	LA	Drainage Obstructed																		
	LA1_H	Any drainage obstruction creating water ponding and not free draining (free draining means water disperses without action of traffic) on pavement edge or on shoulder that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	301 305	See Hazard Procedure
	LA2_P	Any drainage obstruction endangering private property	NA	2 - Order works	9	9	18	As advised by Principal										18	302 303	
	LA3_I	Amount of waterway area obstructed exceeds 20 %	20%	5 - Preventative	1	1	30%	9	30%	7	50%	5	50%	4	50%	3	304			
38	LP	Silt or Debris on Floodway Sections																		
	LP1_H	Any silt or debris encroaching into floodway sections of roadway identified by inspections, complaint that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	340	See Hazard Procedure
39	LZ	Culvert, Pipe, Pit & Floodway Defects, Other																		
	LZ1_H	Damaged or missing drainage pit lids, surrounds, grates, in pedestrian areas or traffic lanes	NA	1-Hazard	10	10	20	As a hazard - Contractor shall mobilise crew to attend within 1 hour of notification										20	320	See Hazard Procedure
	LZ2_M	Cracking >5mm in culvert components or visible movement	5mm	3 - Safety	4	4	Log the defect monitor and inform to principal										4	322 323 324 325		
	LZ3_M	Misalignment/ separation of culvert components > 20mm incl head wall separation	20mm	3 - Safety	4	4	Log the defect monitor and inform to principal										4	327 321 328		
	LZ4_M	Corrosion/ loss of section of steel components (including reinforcement in concrete structures)	visible corrosion	3 - Safety	4	4	Log the defect monitor and inform to principal										4	329 341		
	LZ5_M	possibility of reduction of structural integrity due to spalling over the concrete surface	NA	3 - Safety	4	4	Log the defect monitor and inform to principal										4	342 349 319		
	LZ6_M	Cracking in end structures (less than 5mm wide and no forward movement)	NA	5 - Preventative	1	1	Log the defect monitor and inform to principal										1			
	LZ7_M	Misalignment/ separation of culvert components < 20mm incl head wall separation	visible separation	5 - Preventative	1	1	Log the defect monitor and inform to principal										1			
	LZ8_M	Culvert or end structure silted up	NA	5 - Preventative	1	1	Log the defect monitor and inform to principal										1			
	LZ9_M	Scouring around culvert components	NA	5 - Preventative	1	1	Log the defect monitor and inform to principal										1			
	LZ10_I	Culvert Inspections	NA	5 - Preventative	NA	NA	NA	Inspections to be undertaken for minor culverts as per requirements of the Contract.										N/A	329.01 Other Minor Culvert, Pipe and Pit Work (Inspection s)	
	LZ11_M	Floodway / Concrete Margin Repairs - Various including Concrete Repair	NA	5 - Preventative	NA	NA	NA	Log the defect monitor and inform to principal										N/A	341.00 Repair Floodways	
40	YA	Cracks in Concrete Roadway (diagonal, block, transverse, corner cracks, longitudinal, meandering and surface cracks)																		
		Section not used																		
	YA1_H	Any verified defect identified by inspections, complaint, notification by the principal that is likely to become hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	124 125	See Hazard Procedure
	YA2_I	Individual crack width exceeds 3 mm or there is excessive cracking and moisture is penetrating the pavement	3mm	5 - Preventative	1	1	5 mm	9	5 mm	7	10 mm	5	20 mm	4	20 mm	1				
41	YB	Spalling of Joints - Concrete Pavement																		
		Section not used																		

	YB1_H	Evidence of spalling of concrete occurring adjacent to slab joints that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	124	See Hazard Procedure
	YB2_R	When the plan dimension of spalling of joints exceeds 100 mm	100mm	5 - Preventative	1		1	4 weeks	9	6 weeks	7	6 weeks	5	3 months	4	6 months	3			
	YB3_P	Any spalling in wheel path attracts complaints due to unacceptable ride quality	NA	2 - Order works	9	9	18	As advised by Principal										18		
42	YC	Joint Sealant Defects in Concrete Pavement																		
		Section not used																		
	YC1_I	Percentage of missing sealant between concrete slabs	20%	5 - Preventative	1		1	30%	9	30%	7	40%	5	40%	4	50%	3		126	
43	YD	Potholes in Concrete Pavement																		
		Section not used																		
	YD1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	127 129	See Hazard Procedure
	YD2_I	Plan dimension on sealed pavements exceeds 100 mm	100mm	3 - Safety	3		3	300 mm	11	400 mm	9	500 mm	7	500 mm	6	600 mm	5			
	YD2_R	Plan dimension on sealed pavements exceeds the upper intervention level in YD2_I	Upper IL	3 - Safety	5		5	24 hours	13	1 week	11	2 weeks	9	3 weeks	8	4 weeks	7			
	YD3_M	Plan dimension on sealed pavements is less than 100 mm	100mm	5 - Preventative	1		1	Log the defect and monitor if plan dimension exceeds 50 mm												
	YD4_I	Depth on sealed pavements exceeds 30 mm	30mm	3 - Safety	3		3	40 mm	11	40 mm	9	50 mm	7	60 mm	6	80 mm	5			
	YD4_R	Depth on sealed pavements exceeds the upper intervention level in YD4_I	Upper IL	3 - Safety	5		5	24 hours	13	1 week	11	2 weeks	9	3 weeks	8	4 weeks	7			
	YD5_M	Depth on sealed pavements is less than 30 mm	30mm	5 - Preventative	1		1	Log the defect and monitor if depth exceeds 20 mm										1		
	YD6_P	Any pothole in the wearing surface that results in the loss of material under traffic	NA	2 - Ordered work	9	9	18	As advised by Principal										18		
44	YE	Sunken Concrete Pavement Slab (Stepping)																		
		Section not used																		
	YE1_H	Any verified defect identified by inspections,	NA	1 - Hazard	10	10	20	As a hazard										20	128	See Hazard
	YE2_I	Any abrupt difference in height to adjacent slab/surface exceeds 3 mm	3mm	3- Safety	2		2	15 mm	10	20 mm	8	20 mm	6	20 mm	5	20 mm	4			
Defect Category 10- Subsoil Drain Defects																				
45	MZ	Subsoil Drain Defects																		
	MZ1_M	Any non functional or missing or decayed element of the subsoil drainage system including flush points and outlets cause reducing flow capacity or sub soil drainage integrity	NA	5 - Preventative	1		1	Log the defect monitor and inform to principal										1	330 331 332	
	MZ2_I	Subsoil Drain Inspections	NA	5 - Preventative	NA	NA	NA	Inspections to be undertaken for Subsoil Drains as per requirements of the Contract.										NA	339 331 Inspect and/or Clean Out Subsoil Drains	
Defect Category 11- Roadside Vegetation Defects																				
46	NC	Grass not in sight line																		
	NC1_P	Excessive Roadside Vegetation in rural area to control fire hazard or drainage, applies to designated areas only	NA	2 - Ordered work	9	9	18	As advised by Principal										18	401 408 402 403 415	discuss with element leader

47	NE	Large Trees and Shrubs Close to Roadway (in consultation with environmental management staff)																		
	NE1_H	Large trees close to roadway which are considered to be a hazard	NA	1 - Hazard	10	10	20	As a hazard - Contractor shall mobilise crew to attend within 1 hour of notification										20	405 419	See Hazard Procedure
	NE2_P	At Medians: Trees and shrubs with a trunk diameter exceeds 50 mm measured 300 mm above ground level within clear zone	50mm	2 - Ordered work	9	9	18	As advised by Principal										18		
	NE3_P	Other: Previously cleared area where regrowth is evident	NA	2 - Ordered work	9	9	18	As advised by Principal										18		
48	NF	Declared Plants																		
	NF1_P	Remove Noxious weeds and environmental weeds before they flower	NA	4- Legislative	1		1	As advised by Principal										1	407 406 460 405	discuss with element leader
49	NG	Trees or Limbs Likely to Fall on Roadway																		
	NG1_H	Trees, overhanging branches or broken limbs most likely to fall on roadway to be a hazard	NA	1 - Hazard	10	10	20	As a hazard - Contractor shall mobilise crew to attend within 1 hour of notification										20	405	See Hazard Procedure
	NG2_R	Limbs exceeds 100 mm in diameter with > 50% of foliage die back or evidence of dead or rotting or damaged timber hanging over any portion of the carriageway lane width	100mm	3 - Safety	4		4	2 weeks	12	1 month	10	1 month	8	2 months	7	3 months	6			
50	NH	Grass, Trees and Shrubs in Sight Line, in Drain or Obstructing Roadside Furniture																		
	NH1_H	Any vegetation obscure sight distance, minimum stopping distance that is hazard	NA	1 - Hazard	10	10	20	As a hazard										20	401 407	See Hazard Procedure
	NH2_R	Any vegetation obscure sight distance and minimum stopping sight distance	NA	3 - Safety	4		4	2 weeks	12	1 month	10	1 month	8	2-months 1 month	7	3-months 1 month	6		405	
	NH3_R	Vegetation obscures sight lines of accesses or intersections or sight distances of previously cleared areas or any signs or guide posts	NA	3 - Safety	4		4	2 weeks	12	1 month	10	1 month	8	2-months 1 month	7	3-months 1 month	6		408	
	NH4_R	National Highway and Flinders Highway - Any vegetation exceeding Intervention Level within 10m outside traffic lane OR from shoulder width to bottom of the table drain plus one slasher width on back face of drain, whichever is the lesser. State-Controlled Road - Any vegetation exceeding Intervention level within 6m outside traffic lane OR from shoulder width to bottom of the table drain plus one slasher width on back face of drain, whichever is the lesser. Any vegetation within 3.6 m of edge of roadway exceeds 500 mm on national highways and 700 mm in State roads	500mm or 700mm - 300mm leaf height over 75% of network segment	3 - Safety	4		4	1 month	12	1 month 2-months	10	1 month 3-months	8	1 month 6-months	7	1 month 6-months	6		403 319 404	
51	NK	Landscaping Defects																		
	NK1_M	50% loss of asset	NA	6- Appearance /Usability	1		1	Log the defect monitor and inform to principal										1	409	
52	NL	Grass Growth on Medians																		
	NL1_I	Grass in urban areas	NA	6- Appearance /Usability	1		1	200mm	9	200mm	7	200mm	5	200mm	4	200mm	3		407 408	
	NL1_R	Urban areas growth exceeds 200mm in height	200mm	6-	1		1	1 months	9	1 Month	7	1 Month	5	2 Months	4	2 Months	3			

	NL2_I	Grass in rural Areas	NA	6- Appearanc e /Usability	1	1	500mm	9	500mm	7	500mm	5	500mm	4	500mm	3	404		
	NL2_U	Rural Areas growth exceeds 500mm in height	500mm	6- Appearanc e /Usability	1	1	1 Month	9	2 Months	7	2 Months	5	3 Months	4	3 Months	3	402 403		
Defect Category 12- Rest Area Defects																			
53	PB	Dead Trees or Limbs in Rest Area																	
	PB1_H	Trees, overhanging branches or broken limbs most likely to fall on rest areas	NA	1 - Hazard	10	10	20	As a hazard									20	405 440	See Hazard Procedure
54	PC	Routine amenity servicing																	
	PC1_R	Any verified defect identified by inspection, complaint, or notification by principal that renders the facility unusable	NA	Special	3	3	24 hrs	11	24 hrs	9	twice a week	7	weekly	6	Twice a month	5	440		
	PC2_P	Routine amenity services	NA	2 - Ordered work	9	9	18	As advised by Principal									18		
55	PA	Litter, Below Standard Amenity Furniture in Rest Area																	
	PA1_R	Litter bins collection	NA	Special	2	2	24 hrs	10	24 hrs	8	weekly	6	weekly	5	Twice a month	4	440		
56	PZ	Rest Area Defects Other																	
	PZ1_P	Rest area building maintenance (painting, plumbing, roofing etc.)	NA	2 - Ordered work	9	9	18	As advised by Principal									18	440	
	PZ2_R	Height of vegetation 200mm	200mm	3 - Safety	1	1	1 month	9	1 month	7	1 month	5	1 month	4	6 weeks	3	441		
	PZ3_R	Any pavement related defects	NA	3 - Safety	1	1	1 month	9	2 months	7	3 months	5	4 months	4	4 months	3	449 405		
Defect Category 13- Other Roadside Defects																			
57	RA	Unauthorised Signs																	
	RA1_P	Any verified unauthorized sign identified by inspection, complaint or notification by principal	NA	2 - Ordered work	9	9	18	As advised by Principal									18	424	
58	RB	Unstable Batter/ Embankment, Missing Material																	
	RB1_P	Unstable cut/ embankment to be filled to manage scour, cracks, erosion or instability	NA	2 - Ordered work	9	9	18	As advised by Principal									18	426 427 339 875	
59	RC	Damaged Concrete or Paving Blocks																	
	RC1_H	Damaged, displaced concrete or paving blocks in pedestrian areas, identified by complaint, inspection or notification by the principal that is hazardous	NA	1-Hazard	10	10	20	As a hazard - Contractor shall mobilise crew to attend within 1 hour of notification									20	306 429	refer to defect 15/VE in
	RC2_R	Damaged, displaced concrete or paving blocks in pedestrian areas potential unsafe situation to pedestrian	NA	3 - Safety	4	4	1 week	12	1 week	10	2 weeks	8	2 weeks	7	2 weeks	6			
	RC3_R	Damaged, displaced concrete or paving blocks potential unsafe situation to travelling public	NA	3 - Safety	2	2	2 weeks	10	2 weeks	8	4 weeks	6	4 weeks	5	6 weeks	4			
60	RD	Loose earth, Rock in Sight Line																	
	RD1_R	Earth, rock and loose material in sight line	NA	3 - Safety	4	0	1week	8	1week	6	2 weeks	4	2 weeks	3	2 weeks	2	425 429		
61	RE	Litter on Road Reserve																	
	RE1_H	Any verified litter(dumped tyres, oil waste etc.) on road reserve identified by inspection, complaint, or notification by principal that deemed a health hazard	NA	1-Hazard	10	10	20	As a hazard									20	420 421 429	
	RE2_P	Offensive litter on road reserve	NA	2 - Ordered work	9	9	18	As advised by Principal									18	440	

	RE3_M	Litter on environmentally sensitive locations	NA	4-Legislative	1	1	Log the defect monitor and inform to principal										1		
62	RF	Graffiti																	
	RF1_P	Any graffiti considered offensive and highly visible to public	NA	2 - Ordered work	9	9	18	As a hazard										18	422
	RF2_R	Road user safety compromised by the graffiti	NA	3 - Safety	3		3	1 day	11	1 days	9	1 day	7	2 weeks	6	4 weeks	5		
	RF3_R	Any other graffiti	NA	6-Appearence /Usability	1		1	1 week	9	2 weeks	7	4 weeks	5	6 weeks	4	8 weeks	3		
63	RG	Scoured Areas on the Road Reserve																	
	RG1_H	Scour is likely to affect the structural capacity of the roadway	NA	1-Hazard	10	10	20	As a hazard										20	880
	RG2_P	Any scour is likely to cause environmental damage or likely to affect adjoining private property	NA	2 - Ordered work	9	9	18	As advised by Principal										18	429
64	RH	Abandoned Vehicles																	
	RH1_H	Any abandoned vehicle or equipment likely to be hazardous to travelling public or pedestrians	NA	1-Hazard	10	10	20	As a hazard - Contractor shall mobilise crew to attend within 1 hour of notification										20	429
	RH2_P	Any other abandoned vehicle or equipment in road reserve.	NA	2 - Ordered work	9	9	18	As a hazard - response time no greater 7 days from receiving TMR approval										18	418
65	RK	Illegal Accesses																	
	RK1_P	Any illegal accesses to TMR road network	NA	2 - Ordered work	9	9	18	As advised by Principal										18	429
66	RL	Illegal Turning Areas																	
	RL1_P	Any illegal turning Areas within TMR road network	NA	2 - Ordered work	9	9	18	As advised by Principal										18	429
67	RM	Landscape Vegetation Defects																	
	RM1_M	Landscape Vegetation in any visually sensitive locations is likely to compromise road user safety	NA	3 - Safety	1		1	Log the defect monitor and inform to principal										1	429
	RM2_M	Landscape Vegetation in any visually sensitive locations	NA	6-Appearence /Usability	1		1	Log the defect monitor and inform to principal										1	
68	RN	Damaged Qld Dept. of Main Roads Fencing																	
	RN1_H	Fence damage that is a hazard	NA	1-Hazard	10	10	20	As a hazard										20	880
	RN2_M	Damage affecting effectiveness or purpose of the fence	NA	3 - Safety	3		3	Log the defect monitor and inform to principal										3	429
	RN3_M	Poor aesthetics to travelling public or pedestrians	NA	6-Appearence /Usability	1		1	Log the defect monitor and inform to principal										1	
69	RP	Damaged Qld Dept. of Main Roads Noise Barrier Fencing																	
	RP1_P	One panel is missing or damage	NA	2 - Ordered work	9	9	18	As advised by Principal										18	870
70	RR	Damaged or Unserviceable Bus Shelters																	
	RR1_M	Damaged or Unserviceable Bus Shelters likely to compromise public safety	NA	3 - Safety	1		1	Log the defect monitor and inform to principal										1	890
		Section not used																	
71	RT	Sediment Pond Defects General																	
	RT1_P	Silted or Unserviceable Sedimentation Pond Facilities	NA	2 - Ordered work	9	9	18	As advised by Principal										18	312
	RT2_M	Any defect likely to affect the proper functioning of the asset	NA	5 - Preventative	1		1	Log the defect monitor and inform to principal										1	313
72	RW	Damaged Roadside Weighing Area																	

	RW1_P	Facility is not functional	NA	2 - Ordered work	9	9	18	As advised by Principal										18	429	
Defect Category 14 - Traffic Sign Defects																				
73	SA	Missing, Damaged or Dirty Regulatory, Warning or Hazard Sign																		
	SA1_H	Any sign or footing damage (including sign being unstable) that is hazard	NA	1 - Hazard	10	10	20	As a hazard										20	TBA	
	SA2_R	Regulatory signs (R1, R2, R3 and R4 series) missing, damaged or dirty sign face (after cleaning sign is not clearly legible from 150 m at night with lights on low beam in rural areas or legible within 2.5 secs of travel at the operational speed in urban areas)	NA	3- Safety	5	5	1 day	13	1 day	11	1 day	9	1 day	8	1 day	7	501 502 503 504 509			
	SA3_R	Regulatory signs (R5 Series e.g. parking limits) missing, damaged or dirty face (after cleaning sign is not clearly legible from 150 m at night with lights on low beam in rural areas or legible within 2.5 secs of travel at the operational speed in urban areas)	NA	3- Safety	3	3	2 months	11	3 months	9	3 months	7	3 months	6	3 months	5				
	SA4_R	Any hazard or warning sign missing, damaged or dirty sign face (after cleaning sign is not clearly legible from 150 m at night with lights on low beam in rural areas or legible within 2.5 secs of travel at the operational speed in urban areas)	NA	3- Safety	4	4	2 months	12	3 months	10	3 months	8	3 months	7	3 months	6				
	SA5_R	Existing Sign (Regulatory, Warning or Hazard) requires cleaning for visibility purposes - sign face and posts otherwise undamaged and not required to be straightened or replaced	NA	3- Safety	4	4	2 months	12	3 months	4	3 months	4	3 months	4	3 months	4	504			
	SA6_I	Installation of New Signs (Regulatory, Warning or Hazard)	NA	5 - Preventative	N/A	N/A	N/A	Installation of New Signs (Regulatory, Warning or Hazard) under Element 23 Funding										501		
74	SB	Missing or Defective Guide Sign																		
	SB1_H	Any verified defect on sign or support identified by inspection, complaint, or notification by principal that is likely to become hazardous to public	NA	1-Hazard	10	10	20	As a hazard										20	504 506	
	SB2_R	Any Guide sign missing, damaged or dirty sign face (after cleaning sign is not clearly legible from 150 m at night with lights on low beam in rural areas or legible within 2.5 secs of travel at the operational speed in urban areas)	NA	3 - Safety	2	2	1 week	10	1 week	8	2 weeks	6	3 weeks	5	4 weeks	4	505 506 504			
	SB3_R	Existing Sign (Guide) requires cleaning for visibility purposes - sign face and posts otherwise undamaged and not required to be straightened or replaced	NA	3- Safety	4	4	1 week	12	1 week	10	2 weeks	8	3 weeks	7	4 weeks	6				
	SB4_I	Installation of New Signs (Guide)	NA	5 - Preventative	N/A	N/A	N/A	Installation of New Signs (Guide) under Element 23 Funding										505		
75	SC	Sign Misalignment																		
	SC1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	509 502 503 559	See Hazard Procedure
	SC2_R	Sign is reflecting glare from vehicles lights at night back to the motorist	NA	3 - Safety	2	2	2 months	10	3 months	8	3 months	6	3 months	5	3 months	4				
	SC3_R	Sign is on a noticeable lean (greater than 15 degrees)	15°	3- Safety	1	1	2 months	9	3 months	7	3 months	5	3 months	4	3 months	3				
	SC4_R	Fix sign inclined to line of sight (twisted) by more than 30 degrees)	30°	3- Safety	2	2	2 months	10	3 months	8	3 months	6	3 months	5	3 months	4				
Defect Category 15- Traffic Furniture Defects																				
76	TA	Guide Post or Delineator Defects																		
	TA1_H	Any verified defect identified by inspections, complaint or notification by the Principal that is hazardous	NA	1 - Hazard	10	10	20	As a hazard										20	525 510	

	TA2_R	Any missing guide posts in a hazardous location for the travelling public or the post is on a noticeable lean or there is an inability at night to see at least two delineators ahead (both red, both white, or red and white)	NA	3- Safety	3	3	1 month	11	1 month	9	1 month	7	1 month	6	1 month	5	511	
	TA3_R	Guide Post or delineator requires cleaning for visibility purposes - post otherwise undamaged and not required to be straightened or replaced	NA	3-Safety	3	3	1 month	11	1 month	9	2 months	7	2 months	6	2 months	5	511	
	TA4_R	Guide Post is damaged, but delineators still visible (does not fit into Defect Codes TA2_R or TA3_R above)	NA	3-Safety	3	3	1 month	3	2 months	3	3 months	3	3 months	3	3 months	3	512	
77	TC	Guardrail, Fencing and Concrete Barrier Structural Defects																
	TC1_H	Damaged guardrail or components (e.g., terminal sections) are a potential hazard to traffic	NA	1 - Hazard	10	10	20	As a hazard (make-safe repairs). Four weeks to complete repairs when materials have to be purchased.									20	522
	TC2_R	Guardrail, Fencing or Concrete barrier facility has a loss of structural integrity	NA	3 - Safety	5	5	1 week	13	2 week	11	3 weeks	9	2 months	8	3 months	7	523	
	TC3_R	Guardrail panel is bent exceed 200 mm out of alignment	200mm	5- Preventative	2	2	1 month	10	2 months	8	3 months	6	6 months	5	6 months	4	524	
	TC4_P	Aesthetic appearance decreased by accumulation of dirt, peeling paint etc.	NA	2 - Ordered work	9	9	18	As advised by Principal									18	530
78	TB	Reference Marker Defects																
	TB1_R	Reference Marker not visible or missing	NA	6- Appearance /Usability	1	1	3 months	9	3 months	7	4 months	5	6 months	4	6 months	3	512	
	TB2_R	Illegible when viewed from vehicle travelling at 80km/hr	NA	6- Appearance /Usability	1	1	3 months	9	3 months	7	4 months	5	6 months	4	6 months	3		
79	TD	Kerb or Dyke Defects																
	TD1_H	Any verified defect identified by inspection, complaint, or notification by principal that likely to cause accidents	NA	1-Hazard	10	10	20	As a hazard									20	306
	TD2_I	Damaged, misaligned kerbing or median noses ≥ 20mm interrupted longitudinal drainage flow, tripping	20mm	3 - Safety	2	2	50mm	10	50mm	8	50mm	6	50mm	5	NA	0	429	
	TD2_R	Damaged, misaligned kerbing or median noses exceeds the upper intervention level in TD2_I that interrupted longitudinal drainage flow, tripping hazards.	Upper IL	3 - Safety	3	3	1 week	11	1 week	9	2 Weeks	7	4 Weeks	6	NA	0		
	TD3_M	Continuous kerbing damaged or missing	NA	6- Appearance /Usability	2	2		Log the defect monitor and inform to principal									2	
80	TE	Guardrail, Fencing and Concrete Barrier Appearance Defects																
	TE1_H	Poor visibility of guardrail, fencing, concrete barriers and its components due to dirt, peeling of paint or due to vegetation is verified by complaint, inspection or notify by principal that likely to cause accidents	NA	1-Hazard	10	10	20	As a hazard									20	521
																	522	see defect no 42
																	559	
81	UA	Missing or Faded Painted Road Lines and Markings																
	UA1_M	Any verified defect identified by inspections, complaint or notification by the Principal that is unsafe	NA	3 - Safety	4	4		Log the defect monitor and inform to principal									4	701
																	702	See Hazard Procedure
																	703	

82	UE	Raised Pavement Marker Defects																	
		Section not used																	
	UE1_M	Loss of, or loss of reflectivity(%) of markers on straights exceeds 25% on curves and exceeds 50% on straights in 100 m or any consecutive markers are missing	25% on curve or 50% on straights	3 - Safety	4		4										4	740 429 559	
Defect Category 17 - Traffic Signal Defects																			
83	VA	Traffic Signal Controller Defects																	
		Section not used																	
	VA1_H	Any reported defect such as given below have potential to cause dangerous or hazardous situation: (I) Flashing Yellow (II) Site blacked out (III) Confusing signal displays (IV) Controller knocked down (V) Stuck in phase/ not cycling (VI) Safety critical times too short (VII) Skipping phase, not serving vehicle or pedestrian demands (VIII) Train (Heavy Rail) interface not operating correctly (IX) Tram (Light Rail) interface not operating correctly (X) Two lamps out or more per signal group failure	NA	1 - Hazard														650	
84	VA2_P	Any reported defects where the installation is safe but is operationally degraded, including but not limited to ground mounted and overhead mounted traffic signals: (I) Twisted & non conflicting lantern arrangement; (II) Lamps out (other than pedestrian "Don't Walk" lamps); (III) Visors or louvers missing or damaged; (IV) Lenses damaged; (V) Missing/defaced labeling;	NA	2 - Ordered work														650 602 619 610 950	
	VA3_R	(1) Detector failures causing phases to be called and/or extended unnecessarily (II) Communications failure (III) Timing fault (not safety critical times) (IV) Button failures causing phases to be called and/or extended unnecessarily	NA	3 - Safety														650 619	

85	VB	Traffic Signal Lantern Defects																
		Section not used																
	VB1_H	Any reported defect such as given below have potential to cause dangerous or hazardous situation: (I) Flashing Yellow (II) Confusing signal displays (III) Misaligned lantern causing confusing signal displays (IV) Damaged or open door on lantern (V) Damaged lantern or lantern parts at risk of falling	NA	1 - Hazard													650	
	VB2_P	(i) Twisted & non Confusing lantern arrangement (ii) Missing or damaged hardware (i.e. missing pole and/or associated hardware) (iii) Lamp outages (iv) Visors, louvers or target boards missing or damaged (v) poor lantern aiming (vi) loss of displays	NA	2 - Ordered work													650 602 619 610 950	
		Missing pole and associated hardware (without footing damage) - 12 Business Days Missing pole and associated hardware (with footing damage) - 16 Business Days Otherwise monthly (Traffic Signal Lamp Failure Program)																
86	VC	Traffic Signal Electrical Defects																
		Section not used																
	VC1_H	Any reported defect such as given below have potential to cause dangerous or hazardous situation: (I) Flashing Yellow (II) Damaged or missing finial cap/traffic signal mast arm junction box/ JU pole terminal panel cover/controller cabinet door (III) Hanging or damaged cables (IV) Exposed wires/cables (V) Audio tactile unit fault	NA	1 - Hazard													650	
87	VD	Traffic Signal Hardware Defects																
		Section not used																
	VD1_H	Any reported defect such as given below have potential to cause dangerous or hazardous situation: (I) Confusing signal displays	NA	1 - Hazard													650	
	VD2_P	(I) Misaligned & non confusing lantern arrangement (II) Missing or damaged hardware (i.e. missing pole and/or associated hardware). (III) Lamp outages (IV) Visors, louvers or target boards missing or	NA	2 - Ordered works													650 619 602 610 950	
	VD3_R	(I) Detector failures causing phases to be called and/or extended unnecessarily (II) Communications failure (III) Timing fault (not safety critical times) (IV) Button failures causing phases to be called and/or extended unnecessarily	NA	3 - Safety													650 619	
	VD6_P	Any reported defect not impinging the operation of the traffic equipment	NA	6 - Appearance / Usability													602 610	
88	VE	Traffic Signal Defects Other																
		Section not used																

	VE1_H	Any reported defect such as given below have potential to cause dangerous or hazardous situation: (I) Vehicle detector on operating and placing a demand (II) Heavy Rail detector locked on or not operating (III) Queue det equipment on ramp metering (on Ramps & Off Ramps (IV) UPS Failure	NA	1 - Hazard															650	
	VE2_P	(I) Misaligned & non confusing lantern arrangement (II) Missing or damaged hardware (i.e. missing pole and/or associated hardware). (III) Lamp outages (IV) loss of displays	NA	2 - Ordered works															650 602 619 610 950	
	VE3_R	(I) Detector failures causing phases to be called	NA	3 - Safety															650	
89	VG	Electrical Cable Pit Defects																		
		Section not used																		
	VG1_P	Electrical cable pit is not safe for public	NA	2 - Ordered works															650 635 640	
	VG2_R	Electrical cable pit has been made safe but is operationally degraded. Any reported missing/damaged electrical cable pit lid located in areas of the road reserve that are not readily accessible by pedestrian traffic (i.e. Motorway, rural road environment) ("make safe work").	NA	3 - Safety															635 640	
90	VH	Inductive Loop Defects (Not at a traffic signal installation)																		
		Section not used																		
	VH1_H	Any reported defects where the equipment that is likely to cause personal injury/property damage	NA	1 - Hazard					5 business days	5 business days	2 business days	2 business days	2 business days						621	
	VH2_P	Any reported inductive loop failures	NA	2 - Ordered works															621	
91	VJ	Emergency Phone Defects																		
		Section not used																		
	VJ1_P	Emergency phone site is/has been made safe but is operationally degraded, including but not limited to: (I) Handset off holder; (II) Missing, damaged or faulty hardware;	NA	2 - Ordered works															550	
Defect Category 18 - Public Lighting Defects																				
92	QA	Lighting switchboard defects																		
		Section not used																		
	QA1_H	Complete failure of switchboard resulting in electrical shock risk to people.	NA	1 - Hazard															651	
	QA2_H	Switchboard door open or Pillar cover dislodged, visible and easily accessible to public.	NA	1 - Hazard															651	
	QA3_R	Any reported lighting circuit, electrical switchboard or consumer mains failure. E.g. loss of circuit due to vermin attack, electrical fault etc. No electrical shock risk to people.	NA	3 - Safety															609	
	QA4_R	Switchboard door/ pillar cover insecure/ not locked, potentially accessible to public.	NA	3 - Safety															651	
93	QB	Lighting hardware defects																		

		Section not used																		
	QB1_H	Damaged or missing electrical cable pit lid located in areas of the road reserve that are accessible by pedestrians.	NA	1 - Hazard															651 635 640	
	QB2_H	Lighting pole knocked down and in path of traffic. Or pole falling imminent e.g. hit by mower/vehicle causing partial slip of slip base pole. Visibly loose nuts at the base of the pole. Signs of imminent danger e.g. significant swaying, leaning, soil erosion at footing, pole creaking, pole dented >20% pole diameter. Significant corrosion of pole. Outreach bracket hanging.	NA	1 - Hazard															651	
	QB3_H	Luminaire visor/diffuser not secure/hanging. Or light is displaced/ re-aligned and as a result is causing disability glare to traffic. E.g. Pedestrian floodlight that was overslung is now underslung on outreach and now directs light onto approaching traffic and away from pedestrian crossing.	NA	1 - Hazard															651	
	QB4_R	Lighting pole knocked down and NOT in path of carriageway.	NA	3 - Safety															950	Failure or isolated
	QB5_R	Road lighting circuit continuously on (i.e. photoelectric (PE) cell failure)	NA	5 - Preventative															609	
	QB6_R	Light cycling (intermittent switching on and off)	NA	5 - Preventative															603 604	
	QB7_R	Damaged or missing electrical cable pit lid located in areas of the road reserve that are not accessible by pedestrian traffic. Includes flooded cable pits.	NA	5 - Preventative															650 635 640	
	QB8_R	Lighting pole identified with cut/tear or dent <20% of pole diameter. Pole damaged but NO visible imminent danger e.g. pole leaning, significant swaying, pole creaking. Loss of galvanisation and or surface rust.	NA	5 - Preventative															609	
94	QC	Lighting electrical defects																		
		Section not used																		
	QC1_H	Pole or pole hatchway missing, exposing potentially live cables.	NA	1 - Hazard															651	
	QC2_H	Exposed cables in pit	NA	1 - Hazard															651	
	QC3_R	Road lighting circuit failure (repairs to circuit in field). No electrical check risk to people.	NA	3 - Safety															609	
95	QD	Lighting general defects																		
		Section not used																		
	QD1_H	Failed navigation lights connected to a public lighting switchboard	NA	1 - Hazard															603 604 609	
	QD2_R	Miscellaneous e.g. vermin infestation	NA	2 - Ordered works															609	
	QD3_R	Vegetation shading road lighting	NA	2 - Ordered works															609	
	QD4_R	Individual road lighting defect regarding luminaire or mounting e.g. outreach not correctly aligned/perpendicular, luminaire not horizontal or a single lamp failure (excluding flag or street glaze)	NA	3 - Safety															603 604	
	QD5_R	Any reported graffiti, vandalism, unauthorised banners.	NA	6 - Appearance/ Usability															609	
Defect Category 19 - Bridge & Miscellaneous Structure Defects																				
96	WD	Bridge Defects General- Debris on Bridges																		

	JC3_I	Blocked drainage, culverts or pipes over 20% of the capacity	20%	5 - Preventative	1	1	30%	9	30%	7	30%	5	30%	4	30%	3				
	JC3_R	Blocked drainage, culverts or pipes exceeds the upper intervention level in JC3_I	Upper IL	5 - Preventative	1	1	2 weeks	9	2 weeks	7	2 weeks	5	2 weeks	4	2 weeks	3				
	JC4_R	Culverts, pipes and pits defects likely to impact on the integrity of the unit	NA	5 - Preventative	1	1	4 weeks	9	4 weeks	7	4 weeks	5	4 weeks	4	4 weeks	3				
101	JD	Bike path Defects General																		
	JD1_R	Damaged bike path fencing creates unsafe riding environment to cyclists	NA	3 - Safety	1	1	2 days	9	2 days	7	2 days	5	2 days	4	2 days	3		880		
	JD2_R	Missing or defective regulatory or warning sign	NA	3 - Safety	1	1	2days	9	2 days	7	2 days	5	2 days	4	2 days	3		501		
	JD3_R	Missing or defective guide sign	NA	6 - Appearance/ Usability	1	1	2 weeks	9	2 weeks	7	2 weeks	5	2 weeks	4	2 weeks	3		502		
																	506			
																	505			
																	500			
Defect Category 22 - Common Defects																				
102	XA	Inspection Needed																		
	XA1_P	Additional inspection needed by complaints, specific reason or incidents	NA	2 - Ordered work	9	9	18	As advised by Principal										18	901 RMPC Joint Maintenance Requirements Assessment 322	
	XA2_I	Grid inspections	NA	5 - Preventative	N/A	N/A	N/A	Inspections to be undertaken for Grids as per requirements of the Contract.										N/A	861	
Note 1: Priority group definition: 1 Hazard, 2 Ordered work, 3 Safety, 4 Legislative, 5 Preventative, 6 Appearance /Usability																				
Note 2: Road Cat A >= 30000 AADT, Road Cat B >= 10000 & <30000 AADT, Road Cat C >=500 & < 10000 AADT, Road Cat D >= 100 & < 500 AADT, Road Cat E < 100 AADT																				
Note 3: * Program of works must be in place for unsealed roads.																				
Note 4: All criteria where intervention limit is given as "as advised by Principal" must be reported to Principal in 4 weeks.																				
Note 5: One month is equal to 30 days																				
Note 6: defect sub code acronym;																				
Note 7: Corporate priority weighting;																				
Note 8: Field weighting;																				
Note 9: Response time starts when the defect has reached to its upper intervention level																				

MAINTENANCE ACTIVITY	
Symbol & Description	
100	SEALED SURFACES
101	Edge Repair (Manual)
102	Edge Repair (Mechanical)
103	Edge Repair with Emulsion/Aggregate
105	Pothole Patching
106	Pothole Patching with Emulsion/Aggregate
107	Heavy Patching
110	Surface Correction with Premix/Asphalt (Manual)
111	Surface Correction with Premix/Asphalt (Mechanical)-
112	Surface Correction with Emulsion/Aggregate - Minor
113	Surface Correction - Major <150 linear metres per 1
114	Surface Enrichment – Major (≥150 linear metres per 1
115	Surface Enrichment – Minor (≤150 linear metres per 1
117	Reseal – Major (≥150 linear metres per 1
118	Seal Coating (Minor) - < 150 linear metres per 1
119	Surface Correction (Skid Resistance)
120	Fill Cracks
121	Crack Treatment with Emulsion/Aggregate
MAINTENANCE ACTIVITY	
Symbol & Description	
122	Crack Treatment with Strain Alleviating Product
123	Surface Strip Treatment of Cracks
124	Concrete Joint and Crack Treatment
125	Stitch Treat Cracks in Concrete Roads
126	Replacement of Concrete Joint Sealant
127	Concrete Pothole Patching
128	Jacking of Concrete Slab
129	Pavement Repairs, Concrete (Mechanical) – Minor
130	Surface Sweeping
135	Surface Debris Removal
137	Rut Correction- Minor (<100metres per 1km)
138	Rut Correction- Major (≥100metres per 1km)
139	Other Bituminous Surface Work
140	Pavement Repairs (Manual)
141	Temporary Pavement Repairs (Mechanical)
142	Emergency Temporary Pavement Repairs
143	Pavement Repairs Gravel (Mechanical) Minor
144	Subgrade Treatment in Conjunction with
145	Scarify and Reshape Existing Pavement
146	Pavement Repairs Asphalt (Mechanical) Minor
147	Pavement Repairs Gravel (Mechanical) – Major
148	Pavement Repairs Asphalt Gravel (Mechanical)
151	Gravel Supply-Insitu Stabilisation
152	Gravel Cartage-Insitu Stabilisation
153	Insitu-Stabilisation – Minor (<500m ²)
154	Insitu-Stabilisation – Major (>500m ²)
155	Asphalt Overlay – Major (≥linear metres)
157	Excavate and Replace Asphalt – (Wearing Surface
160	Recycling
161	Profile Planing
169	Other Pavement Work

200	UNSEALED SURFACES
201	Light Formation Grading
202	Medium Formation Grading
203	Heavy Formation Grading
204	Gravel/Material Supply - Heavy Formation
MAINTENANCE ACTIVITY	
Symbol & Description	
205	Formation Resheeting –Minor (>150 linear metre)
206	Remove Formation Material and Replace, if
207	Formation Mechanical Stabilisation – Minor (>150 linear metre)
208	Accessibility Grading
214	Other Formation Work
215	Light Shoulder Grading - Rural
216	Heavy Shoulder Grading - Rural
217	Light Shoulder Grading - Urban
218	Heavy Shoulder Grading - Urban
219	Gravel Supply - Heavy Shoulder Grading
220	Shoulder Pothole Patching
221	Shoulder Resheeting
222	Remove Shoulder Material and Replace, if Required
229	Other Unsealed Shoulder Work
230	Abnormal Water Cartage
231	Abnormal Gravel Cartage
300	DRAINAGE
301	Install Earth Surface Drains
302	Repair Earth Surface Drains
303	Install Concrete Surface Drains
304	Repair Concrete Surface Drains
305	Clean Earth and Concrete Surface Drains
306	Repair or Replace Concrete Slabs, Paving Blocks, Kerbs and Dykes
310	Installation and Removal of Erosion and Sediment Control Measures – Minor
311	Maintenance of Erosion and Sediment Control Measures
312	Service Sedimentation Ponds

313	Repair Sedimentation Ponds
319	Other Surface Drain Work
320	Replace Minor Culverts and Pipes
MAINTENANCE ACTIVITY	
Symbol & Description	
321	Clean Culverts, Pipes and Pits - Minor
322	Clean Culverts, Pipes and Pits - Major
323	Repair Minor Concrete Culverts, Pipes and Pits
324	Repair Minor Steel Drainage Structures
325	Repair Inlet and Outlet Scour
327	Replace or Install Cut-off Walls
328	Minor Repairs to Erosion Sites
329	Other Minor Culvert, Pipe and Pit Work
330	Install Subsoil Drains
331	Inspect and/or Cleanout Subsoil Drains
332	Repair Subsoil Drains
339	Other Subsoil Drain Work
340	Clean Floodways
341	Repair Floodways
342	Repair Floodway Slopes and Margins
349	Other Floodway Work
400 ROADSIDE	
401	Tractor Slashing, Rural
402	Tractor Slashing, Urban
403	Tractor Slashing - Boom Mower
404	Hand Mowing
405	Clearing

406	Herbicide Spot Spraying – Declared Plants
407	Herbicide Spraying
408	Tractor Treatment, Chemical
409	Seeding or Planting
410	Landscape Planting - Urban
411	Maintain Landscaping - Minor
412	Mulching
415	Roadside Burning Off
MAINTENANCE ACTIVITY	
Symbol & Description	
418	Clearing of Roadside Hazards
419	Other Vegetation Control Works
420	Roadside Litter Collection - Rural
421	Roadside Litter Collection - Urban
422	Graffiti Removal
423	Roadside Sweeping
424	Removal of Unauthorised Signs
425	Earthworks, Visibility Clearing
426	Repair Minor Stability Problems
427	Maintenance of Cultural Heritage Site
429	Other Roadside Work
430	Service Restoration
439	Other Restoration Work
440	Rest Area Servicing
441	Driver Reviver Site Servicing
449	Other Services Work

450	Call Out
452	Emergency Call Out Activities
460	Management of Declared Plants
500	ROAD FURNITURE
501	Install New and/or Relocate Existing Signs
502	Repair Signs (excluding Guide Signs)
503	Relocate Existing Signs (excluding Guide Signs)
504	Cleaning Signs
505	Install New Guide Signs
506	Repair Guide Signs
507	Relocate Guide Signs
MAINTENANCE ACTIVITY	
Symbol & Description	
509	Other Sign Work
510	Install New Guide Markers
511	Clean and/or Paint Guide Markers
512	Repair or Replace Guide Markers
513	Replace Guide Post Delineators
514	Repair Guide Markers
515	Replace Guide Markers
519	Other Guide Post and Marker Work
520	Install New Guard Rail, Barrier Furniture
521	Clean and/or Paint Guardrail, Barrier Furniture
522	Repair or Replace Guardrail, Barrier Furniture
523	Repair Guardrail, Barrier Furniture
524	Replace Guardrail, Barrier Furniture
525	Replace Guardrail Delineators
530	Repair Wire Rope Barrier
531	Upgrade Existing Barrier End
532	Repair Ingal Barrier
533	Upgrade Existing Barrier

534	Repair Impact Barrier Furniture
550	Emergency Roadside Phone Repairs
551	Emergency Roadside Phone Servicing
559	Other Furniture Repairs
600	LIGHTING AND TRAFFIC SIGNALS
601	Replace Traffic Signal Lamps and Clean
602	Replace Traffic Signals Defective Lamps and Clean
603	Replace Route Lighting Lamps and Clean
604	Replace Route Lighting Defective Lamps and Clean
605	Clean Traffic Signal Lanterns - Scheduled (Bulk)
606	Modify Traffic Signals - Add Lanterns
MAINTENANCE ACTIVITY	
Symbol & Description	
607	Modify Traffic Signals - Remove Lanterns
608	Routine Route Lighting and Power Servicing
609	Route Lighting and Power, General
610	Routine Traffic Signal Servicing
619	Traffic Signal Work, General
620	Repair Inductive Loops
621	Inductive Loops (Recut Loops)
622	Replace PTF Controller
623	Replace Pedestrian Crossing Push Buttons
624	Traffic Signal Co-ordination Servicing
629	Routine Traffic Management Equipment Servicing
630	Accident Damage, Traffic Signals
631	Accident/ Storm Damage- Re-aim Traffic Signal Lanterns
632	Accident Damage - Replace Traffic Signal Lanterns, Posts and Foundations
633	Accident Damage - Replace Traffic Signal Post and Foundations and Reinstate Lanterns from Old Pole
634	Reinstate Damaged Route Lighting Poles and Lighting
635	Repair Minor Damage to Electrical Pits

637	Replace Damaged Electrical Pit Covers
640	Repair Damaged Electrical Pits
641	Repaint Traffic Signal Controller
642	Repaint Traffic Signal Mast Arms including
643	Repaint Traffic Signal Poles including Hardware
650	After Hours Call Out Service – Traffic Signals
651	After Hours Call Out Service – Route Lighting Signals
660	Electrical Safety Inspections – Traffic Signals
661	Electrical Safety Inspections – ITS Devices Signals
662	Electrical Safety Inspections – Route Lighting
700	TRAFFIC DELINEATION
701	Repaint Road Centre Lines, Minor
702	Repaint Road Centre Lines, Major
703	Repaint Double Barrier Lines, Daywork
MAINTENANCE ACTIVITY	
Symbol & Description	
704	Paint New Yellow Line
705	Repaint Yellow Line
709	Repaint Double Barrier Line, General
710	Repaint Road Edge Lines, Minor
711	Repaint Road Edge Lines, Major
712	Repaint Edge Line - 100mm Width
713	Repaint Edge Line - 150mm Width
714	Repaint Unbroken Lane Line, General
719	Repaint Single Barrier Line, General
720	Repaint Single Broken Lines
721	Repaint Barrier Broken Lines
722	Repaint Broken Lane Line, General
723	Repaint Continuity Line, General
724	Repaint 150mm Outline, General
725	Repaint 150mm Outline – General
729	Urban Line Marking - Minor
730	Repaint Lateral Markings
731	Remark Road Markings
735	Thermoplastic Line Marking
736	Audiotactile Linemarking
740	Raised Pavement Markers
745	Remove Unwanted Road Lines
750	Remove Unwanted Markings
759	Line Marking, General
800	STRUCTURES
815	Replace / Repair Expansion Joints (Concrete)
819	Bridgework, Other Structural (Concrete)
820	Clean / Repaint Steel Elements
822	Repair Minor Damage to Steel Elements
823	Replace / Repair Expansion Joints (Steel)
829	Bridgework, Other Structural (Steel)
833	Reinstate Timber Piles
834	Repair / Replace Timber Corbels
835	Repair / Replace Timber Headstocks
836	Replace Timber Girders

837	Replace Deck Planks with New Planks
838	Repair / Replace Kerbs
849	Bridgework, Other Structural (Timber)
MAINTENANCE ACTIVITY	
Symbol & Description	
850	Replace / Repair Relieving Slabs
851	Repair Spalled and Cracked Structural Concrete
852	Repair Spalled and Cracked Structural Concrete
853	Repair Spalled and Cracked Structural Concrete
855	Repair / Replace Batter Protection
859	Bridgework, General
860	Routine Grid Servicing
861	Repair or Replace Grids
862	Widen / Replace Narrow Grids
865	Rail Crossing Servicing
870	Repair Noise Barriers
875	Repair Restraining Structures - Gabions, Reinforced
880	Repair Roadside Fences
890	Service Passenger Facilities
891	Repair Passenger Facilities
899	Other Miscellaneous Structure Work
900	OVERHEADS
901	RMPC Joint Maintenance Requirement Assessment
910	Preparation of Environmental Management Plan
911	Implementation, Monitoring and Maintenance of
912	Payment of Permits and Fees (Environmental)
920	Electricity Supply, Traffic Signals
921	Electricity Supply, Lighting
922	Phone Charges, Traffic Signals
923	Phone Charges - Traffic Signal Coordination
930	Modify and Digitise Computerised As Constructed
931	Modify Paper-based As Constructed Plans
950	Damages Recovery
960	Alliance Performance Limb Payment
970	Licence and Ongoing maintenance fees for TMR

**RMPC
DISTRICT RESTORATION STANDARDS**

Activity No.	Restoration Standard
105.00 110.00 143.00 153.00 157.00 169.00	The finished surface shall be within ± 5 mm of the surrounding road surface when measured with a 1.2m straight edge. The compaction equipment makes no more impressions.
CRACKS IN SEALED SURFACE	
123.00 153.00 118.00	The crack shall be filled along its entire length The finished surface shall not be lower than the surrounding road surface nor more than 5mm above it.
EDGE DEFECTS IN SEALED SURFACE	
101.00 169.00	The seal width shall be restored to such that the shoulder point of the repair is within ± 30 mm of the original line of the seal edge (or to a specified width). The finished surface shall be within ± 5 mm of the surrounding road surface when measured with a 1.2m straight edge. The compaction equipment leaves no more impressions.
110.00 229.00	The finished surface is even with the seal edge, batter slope no steeper than 2 on 1. The compaction equipment leaves no more impressions.
OTHER DEFECTS IN SEALED SURFACE	
130.00	All loose material is removed from the roadway formation, where a possible safety problem exists or where linemarking is to be reinstated. No material is left to block drains.
429.00	Beast removed from outside clear zone
UNSEALED SHOULDER DEFECTS	
215.00 216.00 217.00	The finished surface is even and within $+ 0, - 10$ of the line of the adjacent sealed pavement. Shoulder cross fall shall be within $+ 0, - 2\%$ (absolute) when compared to the crossfall of the adjacent sealed pavement.

- 1 These Restoration Standards shall apply unless otherwise agreed through an approved Quality Plan
- 2 For all other Intervention Levels and Restoration Standards refer to Volume 3 of the RMPC Manual

**RMPC
DISTRICT RESTORATION STANDARDS**

Activity No.	Restoration Standard
218.00 221.00 222.00 229.00	The compaction equipment makes no more impressions.
UNSEALED ROADWAY DEFECTS	
220.00	The finished surface shall be within $\pm 10\text{mm}$ of the surrounding shoulder surface when measured with a 1.2m straight edge.
201.00 202.00 203.00 204.00 205.00 206.00	Crossfall shall be reinstated to $4\% \pm 1\%$ on straight sections and provide adequate superelevation on curves to ensure useability and safety.
	The compaction equipment makes no more impressions.
	A minimum 8.0m roadway width shall be maintained.
DRAINAGE DEFECTS	
305.00 319.00	The drain is free of all material that could block the flow of water into the drain and along it. The base is evenly sloped to allow water to flow to the outlet. The drain will not scour out because of excessive slope or poor material. The base of the drain is at least 400mm below the edge of the road shoulder.
340.00	The floodway surface and associated batters and aprons shall be free from debris, silt and regrowth of vegetation.
321.00 322.00 323.00	Culverts and pits and their inlets and outlets shall be free from all material that could block the flow of water. Concrete culvert or pit repaired to the standards specified in the approved repair method. Inlet and outlet repaired to the standard specified in approved repair method.
331.00	Outlets free of material and drainage free flowing Markers in place
VEGETATION DEFECTS	
405.00	All specified trees or branches removed or trimmed

- 1 These Restoration Standards shall apply unless otherwise agreed through an approved Quality Plan
- 2 For all other Intervention Levels and Restoration Standards refer to Volume 3 of the RMPC Manual

**RMPC
DISTRICT RESTORATION STANDARDS**

Activity No.	Restoration Standard
401.00 403.00 405.00 407.00 408.00 419.00	<p>All grass slashed to less than 100mm.</p> <p>Width to be slashed shall be as follows:</p> <p><i>National and Flinders Highway:</i> 10m outside traffic lane OR from shoulder point to the bottom of the table drain plus one slasher width on back face of drain, whichever is the lesser.</p> <p><i>State-controlled Roads:</i> As above except maximum width is 6m.</p> <p>Visibility triangles to be established on all accesses/intersections with dimensions 15m from shoulder point and 100m either side of access/intersection.</p>
402.00 403.00 404.00 407.00 408.00 419.00	All grass mowed to less than 50mm
406.00	<ul style="list-style-type: none"> • All targeted vegetation sprayed. • No other vegetation sprayed.
419.00	Defects rectified
OTHER ROADSIDE DEFECTS	
440	All defects in rest areas to be rectified to the respective acceptable standard.
424.00	No unauthorised signs on the road reserve except those which have been reported to the police or to Queensland Transport.
306.00	Repairs to match adjacent work
420.00 421.00	Litter removed
422.00	Graffiti removed

- 1 These Restoration Standards shall apply unless otherwise agreed through an approved Quality Plan
- 2 For all other Intervention Levels and Restoration Standards refer to Volume 3 of the RMPC Manual

**RMPC
DISTRICT RESTORATION STANDARDS**

Activity No.	Restoration Standard
429.00	Vehicle removed
135.00	Litter removed
SIGN DEFECTS	
501.00 502.00 504.00	The sign and its support structure is restored, installed or relocated to the requirements of specification MRTS14 and the Manual of Uniform Traffic Control devices. The sign face is cleaned such that all dirt and contaminants are removed.
502.00 509.00	The sign and its support structure is restored to the requirements of specification MRTS14 and the Manual of Uniform Traffic Control devices.
ROAD FURNITURE DEFECTS	
511.00 512.00 513.00 514.00 515.00 519.00	Guide markers shall be installed on the shoulder point, or as specified, to the requirements shown on Standard Drawing 1356, 1357 and 1358 as per Specification MRTS14 and in accordance with the MUTCD. Painted markings shall be placed adjacent to the edge line, or bitumen edges if edge lines are not present, to identify locations for future marker replacement. Cleaned such that all dirt and contaminants are removed.
523.00 524.00 530.00 534.00 559.00	Repaired to requirements of MRTS14 and standard drawings

- 1 These Restoration Standards shall apply unless otherwise agreed through an approved Quality Plan
- 2 For all other Intervention Levels and Restoration Standards refer to Volume 3 of the RMPC Manual

Routine Maintenance Hazard Identification Methodology

Inspection Date/Time:

Road ID:

Road Name:

Defect Description:

Defect Chainage:

Defect Offset from CL:

Part A: Likelihood

What is the likelihood that a defect will cause a crash/accident due to a combination of individual factors

Maximum Intervention Level	Score	Your Score	Likelihood Rating
> maximum intervention level	3		<p>>20 = High</p> <p>12 to 20 = Medium</p> <p><12 = Low</p>
< maximum intervention level	1		
Traffic Category	Score	Your Score	
Traffic Category B: AADT = 10,001 to 300,000 vehicles per day	3		
Traffic Category C: AADT = 501 to 10,000 vehicles per day	2		
Traffic Category D or E: AADT = 0 to 500 vehicles per day	1		
Traffic Composition	Score	Your Score	
>20% cyclists and motor cyclists	3		
>10% cyclists and motor cyclists	2		
<10% cyclists and motor cyclists	1		
Speed Environment	Score	Your Score	
>100km/h	3		
>80km/h <100km/h	2		
<80km/h	1		
Location (lateral position)	Score	Your Score	
Within wheel path	5		
Adjacent to wheel path	3		
On the shoulder	1		
Other	0		
Visibility because of the terrain, prevailing weather conditions or local factors such as roadwork	Score	Your Score	
Hidden	5		
Less than safe stopping distance	3		
Greater than safe stopping distance	1		
Weather Conditions	Score	Your Score	
Flooding	5		
Ongoing wet conditions	3		
Showers	1		
Fine	0		
Dust Conditions	Score	Your Score	
High	5		
Medium	3		
low	1		
Fine	0		
Road Configuration	Score	Your Score	
2 Lane	3		
> 2 lane - lane undivided	2		
> 2 lane - land divided	1		
Trafficable width per carriageway	Score	Your Score	
<6m	3		
6m < 8m	2		
>8m	1		

		YOUR SCORE	YOUR RATING	
		0	Low	
Part B: Consequence				
Considering the above criteria, What is the consequence of not mitigating the defect				
On People	Score	Your Score	Consequence Rating	
Death or serious injury	20		>20 = High 12 to 20 = Medium <12 = Low	
Total disruption	8			
Property damage or major inconvenience	5			
Minor inconvenience, delay or restricted access	3			
Local Economy	Score	Your Score		
Major Impact	3			
Moderate impact	2			
Minor impact	1			
Local Environment	Score	Your Score		
Major Impact	3			
Moderate Impact	2			
Minor Impact	1			
Road Agency	Score	Your Score		
Judicial Enquiry (for example, Coroner's Inquest)	20			
Potential Litigation	10			
Ministerial or Mayoral Complaint	5			
Complaint	3			
		YOUR SCORE	YOUR RATING	
		0	Low	
Is the defect currently a hazard or is it likely to become a hazard before the next inspection?				
NO HAZARD				
Assessment carried out by: _____ Signed: _____ Date: _____				

Appendix B Draft Hazards Procedure*

HAZARD IDENTIFICATION AND ASSESSMENT:

Identification and risk assessment (determining whether defect is a danger or hazard)

When a DEFECT is identified (following inspection, complaint, notification by the PRINCIPAL or otherwise), determine whether the DEFECT constitutes an immediate danger or HAZARD to traffic, road users or other members of the public or is likely to become a danger or HAZARD before the expiry of the time during which it would be rectified in the normal course of events.

If it is unlikely that a HAZARDOUS situation exists, the emergency crew should not be mobilised until YOU have determined that this is the appropriate type of response required in the circumstances.

Following risk assessment procedure is provided as guide. This is intended to provide assistance in determining whether the DEFECT constitutes an immediate danger or HAZARD.

Hint: When defects criteria as defined in RMPC standards cross or about to cross upper defect level for SAFETY nature, it is highly likely that it would be HAZARDOUS.

In determining if a DEFECT is or is likely to become a danger or a HAZARD to the users, the following must be considered, as a minimum following by likelihood and consequences assessment:

1. Severity and nature of the DEFECT.
2. Extent of DEFECT (combined effect of multiple occurrences of the DEFECT within localised area).

HAZARD ACTION

Time allowed to assess need for emergency action

You must assess the need for emergency action within the following times:

1. 5 minutes during NORMAL WORKING TIMES plus normal travel time to site
2. 10 minutes outside NORMAL WORKING TIMES plus normal travel time to site

Time allowed to mobilise crew and start work

If the DEFECT continues an immediate danger or HAZARD to traffic, take all steps reasonably available to rectify or remove the DEFECT or HAZARD. A crew must be called out or reassigned as soon as possible in accordance with this clause.

The time to mobilise and start work on site commences after YOU have determined that an EMERGENCY response is necessary.

Mobilise a crew and start work on-site within:

1. 20 minutes during NORMAL WORKING TIMES plus normal travel time to site
2. 40 minutes outside NORMAL WORKING TIMES plus normal travel time to site

Take all actions necessary to safeguard road users

At the site of any HAZARD, undertake necessary work to make the site safe and trafficable. If it is not possible to rectify or remove the DEFECT immediately upon identification, take all measures reasonably necessary to safeguard road users and others (including the erection of warning signs, barriers and the provision of traffic control) until such time as repair or removal can be effected or a relevant AUTHORITY directs otherwise.

Complete the rectification of the DEFECT in accordance with the applicable RECTIFICATION STANDARD as soon as practicable.

Alternative emergency action

If it is not possible to provide any measure required under this clause at the time when the DEFECT, HAZARD or incident is identified, then YOU must:

1. Immediately notify the local Police and request assistance (for a DEFECT constituting an immediate danger), or
2. Arrange measures or action within a timeframe YOU consider reasonable in order to protect person and property.

Advise the PRINCIPAL OF DEFECTS, HAZARDS or incidents where YOU were unable to immediately dispatch the necessary resources.

This sub-clause is intended to apply only in exceptional circumstances where YOU are genuinely unable to respond due to resource constraints and the need to meet competing priorities, which are beyond YOUR reasonable control. Noting in this clause is intended to limit YOUR EMERGENCY response obligations.

Incident Response

In an EMERGENCY, advise the appropriate EMERGENCY response agency and request assistance.

- For injured persons contact the Queensland Ambulance Service.
- For bush fires, contact appropriate fire fighting authority (either Qld Fire Brigade, Rural Fire Brigade, fire control officer of the Forestry Commission or the National Parks and Wildlife Services).
- For hazardous materials contact the Qld Fire Brigade
- For Pollution Incidents, contact the Qld Environment Protection Authority
- For stray animals contact the police

Promptly advise the Traffic Management Centre (TMC) of the following incidents:

- A fatal accident.
- Known or suspected hazardous material spillage.
- Significant delays (> 15 minutes) to traffic.
- Illegally parked, abandoned or unattended vehicles hazardous or obstructing traffic or pedestrian movement.

Released under RTI - DPMR

Contractor:
Schedule No.

Needs for 2020 / 2021

[illegible]

RMPC Level 1 - Culvert Inspection Form

Road No. _____

Chainage _____

Culvert No. _____

Length _____

Date of Inspection: _____

Performed by: _____

No. of Cells _____

☐ RCP
Diameter _____

☐ Steel Helicoil

☐ Crown & Plate
Width _____
Height _____

☐ RCBC
Width _____
Height _____

☐ Cast Insitu
Width _____
Height _____

INLET				OUTLET			
Waterway <div> <div> <input type="checkbox"/> Debris <input type="checkbox"/> Sediment <input type="checkbox"/> Vegetation <input type="checkbox"/> Clear </div> <div> Blockage <input type="checkbox"/> Minor < 20% <input type="checkbox"/> Medium 20% - 30% <input type="checkbox"/> Large > 30% LZ8_M </div> <div> Scouring <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Severe LZ9_M </div> </div>				Waterway <div> <div> <input type="checkbox"/> Debris <input type="checkbox"/> Sediment <input type="checkbox"/> Vegetation <input type="checkbox"/> Clear </div> <div> Blockage <input type="checkbox"/> Minor < 20% <input type="checkbox"/> Medium 20% - 30% <input type="checkbox"/> Large > 30% LZ8_M </div> <div> Scouring <input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Severe LZ9_M </div> </div>			
Headwall <div> <div> <input type="checkbox"/> Pre-cast <input type="checkbox"/> Cast Insitu <input type="checkbox"/> Stone Pitched <input type="checkbox"/> None </div> <div> Cracking <input type="checkbox"/> Minor < 1mm <input type="checkbox"/> Mod < 5mm LZ6_M <input type="checkbox"/> Major > 5mm LZ2_M </div> <div> Scouring <input type="checkbox"/> Minor <input type="checkbox"/> Major LZ9_M </div> </div>				Headwall <div> <div> <input type="checkbox"/> Pre-cast <input type="checkbox"/> Cast Insitu <input type="checkbox"/> Stone Pitched <input type="checkbox"/> None </div> <div> Cracking <input type="checkbox"/> Minor < 1mm <input type="checkbox"/> Mod < 5mm LZ6_M <input type="checkbox"/> Major > 5mm LZ2_M </div> <div> Scouring <input type="checkbox"/> Minor <input type="checkbox"/> Major LZ9_M </div> </div>			
Apron <div> <div> <input type="checkbox"/> Pre-cast <input type="checkbox"/> Cast Insitu <input type="checkbox"/> Stone Pitched <input type="checkbox"/> Exposed Reo </div> <div> Cracking <input type="checkbox"/> Minor < 1mm <input type="checkbox"/> Moderate 1 - 5mm <input type="checkbox"/> Major > 5mm LZ2_M </div> <div> Scouring <input type="checkbox"/> Minor <input type="checkbox"/> Major LZ9_M </div> </div>				Apron <div> <div> <input type="checkbox"/> Pre-cast <input type="checkbox"/> Cast Insitu <input type="checkbox"/> Stone Pitched <input type="checkbox"/> Exposed Reo </div> <div> Cracking <input type="checkbox"/> Minor < 1mm <input type="checkbox"/> Moderate 1 - 5mm <input type="checkbox"/> Major > 5mm LZ2_M </div> <div> Scouring <input type="checkbox"/> Minor <input type="checkbox"/> Major LZ9_M </div> </div>			
Wingwall <div> <div> <input type="checkbox"/> N/A <input type="checkbox"/> Pre-cast <input type="checkbox"/> Cast Insitu <input type="checkbox"/> Stone Pitched <input type="checkbox"/> Exposed Reo </div> <div> Cracking <input type="checkbox"/> Minor < 1mm <input type="checkbox"/> Mod < 5mm LZ6_M <input type="checkbox"/> Major > 5mm LZ2_M </div> <div> Scouring <input type="checkbox"/> Minor <input type="checkbox"/> Major LZ9_M </div> </div>				Wingwall <div> <div> <input type="checkbox"/> N/A <input type="checkbox"/> Pre-cast <input type="checkbox"/> Cast Insitu <input type="checkbox"/> Stone Pitched <input type="checkbox"/> Exposed Reo </div> <div> Cracking <input type="checkbox"/> Minor < 1mm <input type="checkbox"/> Mod < 5mm LZ6_M <input type="checkbox"/> Major > 5mm LZ2_M </div> <div> Scouring <input type="checkbox"/> Minor <input type="checkbox"/> Major LZ9_M </div> </div>			

CULVERT COMPONENTS		
<div> <input type="checkbox"/> Exposed Reo LZ4_M <input type="checkbox"/> Misalignment LZ3_M <input type="checkbox"/> Water washed <input type="checkbox"/> TMR Inspection Required </div>	Defect <div> <input type="checkbox"/> Spalling Concrete LZ5_M <input type="checkbox"/> Separation of cells LZ3_M <input type="checkbox"/> Separation of endwalls LZ3_M <input type="checkbox"/> Cracking > 5mm in components LZ2_M </div>	Sediment <div> <input type="checkbox"/> Minor < 20% <input type="checkbox"/> Medium 20% - 30% <input type="checkbox"/> Large > 30% LZ8_M </div>

Comments _____

AFTER HOURS CONTACTS

Emergency Contact:

NR

General DTMR Contacts

Disaster Management Contact:

1. Disaster Management Coordinator: **Andrew Thomas**

Maintenance/Emergency Contact:

1. Maintenance Overseer: **Glen Vaughan**

2. Engineer (RMPC Contracts): **Mehmood Khan**

QT Transport Inspector Contacts

1. Kevin Scheuber

2. Warren Blake

Police Contacts

1. Regional Traffic Coordinator

NR

TOWNSVILLE

NR

Released under RTI - DTMR

29 March 2018

NR

BURDEKIN

NR

29 March 2018

HINCHINBROOK

Contractor	Location	Contact Name	Contact Number
RoadTek Northern	NR		
Hinchinbrook Shire	Ingham Area South to Pinnacle Hill Road and north to John Rowe Bridge	1. All Hours Service 2. Bob Milne	NR

CHARTERS TOWERS REGIONAL COUNCIL

NR

ACCIDENT SITE INSPECTION FORM

F.WH&S.001

Department of Transport and Main Roads
(Northern Office) Maintenance and Operations

Date: _____

SHIRE: _____

FILE NO: _____

ROAD: _____

A.R.P CHAINAGE: _____

POLICE CRASH REFERENCE NO: _____

DATE OF ACCIDENT: _____

TIME: _____ AM/PM

WEATHER CONDITIONS: ☐ DRY ☐ RAINING

FOG ☐ WINDY ☐

DATE OF SITE INSPECTION: _____

WIDTH OF SEAL: _____ METRES

WIDTH OF GRAVEL SURFACE: _____ METRES

SPEED ZONE: ☐ 0KM ☐ 80KM ☐ 100 KM

ADVISORY SPEED

ASPECT OF SECTION: ☐ STRAIGHT ☐ CURVE ☐ CREST

DIP ☐ ROUNDABOUT

☐ EDGE SUPERELEV ☐ INTERSECTION ☐ SUPERELEVATED

VERTICAL CURVE

SEAL TYPE: ☐ ☐ SLURRY ☐ CHIP SEAL

MM (SIZE) ☐ GRAVEL ☐

SKID RESISTANCE: ☐ GOOD ☐ FA ☐ BAD (COMMENT)

COMMENT:

SIGNAGE COMMENT:

ROADSIDE DELINEATORS: TYPE: _____

INSTALLED AS PER M.U.T.C.D: YES ☐ NO ☐

LINEMARKING: ☐ BCL ☐ BL ☐ DBL

EL ☐ CONT ☐ NONE ☐

COMMENT:

GUARDRAIL: IMPACT: YES ☐ NO ☐

INSTALLED AS PER M.U.T.C.D: YES ☐ NO ☐

COMMENT:

PROBABLE CAUSE:

RECOMMENDATIONS:

POLICE INVESTIGATING OFFICER: NAME: _____ STATIONED AT: _____

CONTACTED: ☐ YES ☐ NO

SIGNED: _____

TECHNICAL SUPERVISOR: _____

Department of Transport and Main Roads



Queensland
Government
Department of
Transport and Main Roads

Road Reserve Pest Management: Project Quote

PART (A) (Project Details Council to complete)

Project

Project Reference Number: RMPC 2019/20 - 233_19/20

RMPC Contract Number:

Road:

Start Chainage:

End Chainage:

or

Start Easting / Northing:

End Easting / Northing:

Landmarks / location description:

Pest species to be treated:

Project category: ☐ Initial treatment plus maintenance ☒ Maintenance only

Length of Maintenance period required:

Additional works required (e.g. stabilisation / vegetation removal) ☐ Yes (See Specifications)
☒ No

Performance required: No mature or seed bearing/fruitlet target species alive within project area.

Report as per Main Roads supplied template

Other:

PART (B) (Contractor to complete)

Project Proposal

Council / Contractor:

Method(s) of Treatment: ☐ Mechanical ☐ Cut stump ☐ Basal Bark
☐ Foliar spray ☐ Other (describe)

Herbicides to be used:

Pest vegetative matter to be removed from site: ☐ Yes ☐ No

Pest vegetative matter to be mulched on site: ☐ Yes ☐ No

Adjacent landholder(s)... ☐ Already have clean land on their side of the fence

(Applies only to councils) ☐ Will be sent a letter explaining Main Roads / Council's efforts, and encouraged to treat a 100m buffer on their land

☐ Will be issued with a notice requiring that a 100m buffer be established on their land

Works are proposed to begin the month/year of:

Maintenance period will end the month/year of:

Quote for Works

Item	Details (quantities, person hours, etc)	Subtotal (\$)
Plant / equipment hire		
Herbicides / materials		
Labour		
Annual Reporting		
Overheads / Administration		
Maintenance		
Other		
Total GST		
Total Cost Including GST		

Contractor's contact person:

Phone number:

Additional

Note: Payments will now be made through the RMPC Contract. Pest Management is a whole of shire contract.

When treating water weeds, it is preferred for the weeds to be removed from site where they have the potential to block waterways or culverts

Specifications (Transport & Main Roads to complete)

Specifications for works are as follows:

- (a) Treatment of all prohibited matter/restricted matter (or locally declared) are to be undertaken
- (b) Treatment of isolated Leucaena is to be undertaken on all roads.
- (c) Treatment of grader grass is to be undertaken where it is located adjacent to environmentally sensitive areas (National Parks, State Forest, Wetlands).

Additional project information is as follows:

- (a)
- (b)

Photographs / Images:

Please attach on separate document.

(Main Roads - Office use only)

☐ Approved ☐ Rejected ☐ Delayed (till when)

Approved by Whom: _____ Signed: _____

☐ Report Received / /

ROAD CLOSURE REPORT - STATE CONTROLLED ROADS

(floodings, landslips, scours/washouts, trees across roadway, longer term saturation (load restrictions))

[illegible]

Manual

**Road Maintenance Performance Contract (RMPC)
Sole Invitee**

September 2013

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1 Preliminary

1.1 Introduction

This *Road Maintenance Performance Contract (RMPC) Sole Invitee* manual provides information for those responsible for the delivery of the Department of Transport and Main Roads' (the department) routine road maintenance program. The manual replaces a previous version known as *Volume 1 RMPC Sole Invitee*. The department can realise its objective to achieve maximum efficiency in the delivery of maintenance services through the productivity-based contractual agreement.

The department offers Routine Maintenance works to Local Governments (LGs) and RoadTek on a sole invitee basis. This arrangement is subject to value for money being achieved from the negotiated Contracts. In the context of road works delivery, value for money is defined as 'the achievement of maximum overall benefit to the users of the facility and the wider community (including the broader social aspects) at a suitable agency cost'. These Contracts are benchmarked against other sector performance, thus the department is assured of obtaining 'best value' for its maintenance dollar.

Price is not the sole determinant of maximum overall benefit. It is expected that non-price factors, such as performance of the stewardship role, productivity and provision of a safe user environment, would also be considered in determining value for money and the maximum overall benefit under RMPC sole invitee arrangements.

Both parties acknowledge that, notwithstanding the contractual nature of the sole invitee relationship, emphasis is also placed on goodwill, good faith and cooperation between the parties for the attainment of mutual goals. They acknowledge the intention to adopt a 'partnering-type approach' to administering the contractual arrangements under sole invitee arrangements.

As part of this approach, the negotiations of unit prices in the Contract shall be on an open-book basis so that a better appreciation of costs is understood by both parties, with a view to implementing strategies to keep track of price increase or decrease and operational cost.

It is expected that value for money will be facilitated by the adoption of this relational approach to RMPC sole invitee works delivery.

1.2 RMPC operating arrangements

1.2.1 Historical

Maintenance of state-controlled roads have been carried out by Local Governments and RoadTek for over 70 years. Each local government has been reimbursed for the actual cost of work undertaken, as the agent of the department. Maintenance by RoadTek has also been at cost plus arrangement.

Sole invitation arrangements for capital works have recently been replaced by the Transport Infrastructure Contract – Sole Invitee (TIC-SI) (formally known as Road Performance Contract (RPC)) and Minor Infrastructure Contract –Sole Invitee (MIC-SI) (formerly known as Minor Works Performance Contract (MWPC)). Similar to RMPC, TIC-SI and MIC-SI are used on a sole invitee basis in delivering construction works by LGs or RoadTek.

The original RMPC documentation consisted of four volumes, but these have now been replaced, as shown in Table 1.2.1.

Table 1.2.1 – RMPC documents

Pre-April 2015	Post-April 2015
Volume 1 RMPC – Sole Invitee	<ul style="list-style-type: none"> • Manual RMPC – Sole Invitee • General Conditions • Invitation to Offer and Forms
Volume 2 RMPC – Open Market	Replace with Road Asset Management Contract (RAMC)
Volume 3 RMPC – Guidelines for Undertaking Routine Maintenance	Routine Maintenance Guidelines (available on the department's website)
Volume 4 RMPC – Management System User Guide	Deleted

1.2.2 Competitive environment and best value

The *Transport Infrastructure Act 1994* requires the department to obtain 'best value' in the expenditure of maintenance funds on State Controlled Roads. In addition, the federal department responsible for transport has required all works on National Highways to be subject to contract since 1 July 1994.

The RMPC, as a result of the ongoing productivity-based, sole invitee arrangements with LGs and RoadTek, satisfies these requirements by providing the department with 'best value' for its maintenance dollar while giving Contractors the opportunity to increase efficiency in their maintenance operations.

1.2.3 Strategy-driven maintenance

The maintenance strategy is an integral part of the road network strategy. The maintenance strategy provides guidelines to provide the appropriate level of maintenance investment in infrastructure. It focuses on the implementation of efficient and effective maintenance practices to enable the goals and objectives of the road network strategy to be addressed.

Key maintenance strategies include:

- Recognise the identified industry requirements for maintenance of the Network.
- Economically justify the maintenance investment in the Network and the need for additional funding.
- Identify the split between the maintenance expenditure and capital expenditure and show the implications of a change of the margin between the two can be determined on the basis of economic benefit.
- Establish guidelines linked to the broader road network strategy, which indicates those parts of the Network on which current levels of maintenance could be increased or decreased.
- Identify technical guidelines that will indicate appropriate Intervention Levels and standards of treatments.
- Review maintenance practices to deliver projects on time, at cost and with appropriate quality.
- Assist regions in developing maintenance programs to provide the best economic return on investment and supporting industry requirements.

- Identify changes in maintenance funding allocations to local areas and the employment implications which result from these changes, having considerations to the Queensland Charter for Local Content, the Queensland Code of Practice for the Building and Construction Industry and the Queensland Government Building and Construction Training Policy as applicable.
- Determine the measures necessary to minimise any short-term unemployment in rural communities by planning maintenance programs with the purpose of providing continued employment of maintenance personnel.
- Embrace initiatives to enhance the efficiency and effectiveness of cooperative maintenance ventures between the department and the RoadTek or Local Government.
- Maintain a safe road environment for road users.
- Integrate environmental considerations with economic analysis when selecting maintenance activities.

1.3 Vision statement for Sole Invitee RMPC delivery

The vision statement for RMPC-Sole Invitee is:

'The department's vision is working actively and collaboratively with its suppliers to deliver projects that:

- *achieve the quality desired within the desired timeframe*
- *meet value for money objectives based on the Queensland Procurement Policy and other government priorities*
- *are completed efficiently at least cost to suppliers and to Transport and Main Roads subject to the above, and*
- *provide adequate remuneration for the industry to be both sustainable and capable of enhancing its ability to improve the quality of its products and the efficiency of its performance.*

It is fundamental to achievement of the above vision that the following principles of equitable project delivery are embraced:

- *building of long term supplier networks which improve responsiveness and flexibility,*
- *reduction of non-productive disputes and litigation, and*
- *improved whole-of-life product quality.*

Three major philosophical outlooks are at the core of the above principles as follows:

- *trust and trustworthiness are central to all team relationships*
- *client commitment to equity between the parties and active support for continuous improvement – project benefits shared amongst the parties, and*
- *an approach to risk management, which focuses on reducing risk, not increasing it – risk is shared among the parties.'*

The visioning statement is consistent with the requirements under the RMPC, where there is a strong emphasis on partnering and the stewardship role of the Contractor. Delegation of the Network stewardship role to the Contractor, embodies the close working relationships expected between the

parties. To meet the desired future state espoused by the vision for RMPC-Sole Invitee works, behaviours and attitudes held by the parties to the works need to be aligned and appropriate.

Both parties to the Contract need to acknowledge and embrace the key principles of:

- risk allocation to the party best able to manage each identified risk
- issue resolution process in place that prevents disputes
- focus to be on project rather than individual goals
- open communication in place, respecting roles and responsibilities
- profit is a necessity for the supplier to remain viable and provide the expected services
- continuous improvement of processes to enhance efficiency and effectiveness
- strong and cooperative project relations that value a collaborative approach.

The scope of 'business agreement' documentation should be suitable and consistent with the value of trust characterising the relationship between the parties. The overriding focus is to reduce administration costs and to reduce impediments so more money can be spent where it is needed in maintaining the Network.

Consistent with this relational approach is the adoption of a 'one team' approach to the Contract. This could be expected to apply more with those RMPCs where RoadTek is the supplier. The adoption of a 'one team' approach is encouraged in:

- surveillance activities
- knowledge sharing
- joint resource sharing, program development, Network inspections and problem solving.

Duplication of roles during the Contract Period is to be avoided in the climate of goodwill and trust expected to operate under these RMPC-Sole Invitee arrangements.

1.4 Defined terms in the RMPC documents

The words used in the RMPC Contract Documents shall have the meanings set out here unless the context indicates otherwise. To ease the ongoing maintenance of RMPC documents, defined terms included in the RMPC General Conditions are not included in the manual.

Term	Definition
Maintenance Management System (MMS)	The Systematic Approach, supported by computer systems, to the Management of Road Maintenance cost effectively and efficiently.
Maintenance Needs Survey	A survey undertaken to identify the work required to maintain a Network to a specified standard for a nominated future period.
Maintenance Works Order	An order for the carrying out of a Maintenance Activity which is produced from the Contractor's Systematic Approach to the Management of Maintenance.
National Highway Network (NHN)/National Highways	That part of the Network comprising federally funded State Controlled Roads or parts of those roads.
Other State Controlled Network (OSCN)	That part of the Network excluding the National Highways.

Term	Definition
Response Time	The given time limit to complete a Maintenance Activity once the Upper Intervention Level for the related Defect has been reached.
Restoration Standard	The standard to which an Activity shall be completed as specified in the Maintenance Activity Standards in the Routine Maintenance Guidelines.
Road Maintenance Performance Contract (RMPC)	The agreement between the department and a Contractor where the Contractor is responsible for the Maintenance of a Network.
Road Reference System (RR)	The department's system that can be used to determine the location within the Road Network.
Routine Maintenance Guidelines (the Guidelines)	The department's technical document that provides the technical guidance to deliver Routine Maintenance works on state-controlled road network, incorporating: <ul style="list-style-type: none"> • Defect Register • Intervention Level and Response Time (IL/RT) criteria • Maintenance Activity Standards • Other routine maintenance related technical information available at departmental website.
Routine Maintenance Amount	The total sum of the Network Schedule(s).
Systematic Approach to the Management of Maintenance (SAMM)	The documented Systematic Approach used by the Contractor in complying with the requirements of the RMPC.
Work (or Works)	The physical works delivered on the Network which includes Routine Maintenance, Minor Works, Emergency Maintenance and any other variations.
Work Cycle	Repetitive cycle where all activities from the Road Inspection to the submission of Progress Claim are performed to deliver Maintenance.
Work Item	A Work Item is a component task of a Maintenance Activity.

2 RMPC process – key features

2.1 Roles of the parties

Both parties acknowledge that, notwithstanding the contractual nature of the Sole Invitee relationship, major importance and value is placed on goodwill, good faith and cooperation between the parties for the attainment of mutual goals. They acknowledge the intention to adopt a 'partnering-type approach' to administering the contractual arrangements under Sole Invitee arrangements.

2.2 Partnering

It is expected that parties carrying out works under RMPC – Sole Invitee-type arrangements adopt a relational approach to their operations. More information related to Partnering can be found in Appendix A of the *Transport Infrastructure Project Delivery System Manual (TIPDS)* Volume 1. The document is published at:

<https://www.tmr.qld.gov.au/business-industry/Technical-standards-publications/TIPDS/Volume-1>

2.3 Partners in Government Agreement (State and local governments)

The Partners in Government Agreement (an agreement for the partnership and the relationship between the State Government and local government in Queensland) exists, which:

- formalises a set of principles underpinning the relationship between the parties
- encourages positive and productive relations between the parties based on mutual respect and achieved through partnership and cooperation, and
- provides a process to implement other arrangements between the parties, covering specific services and functions.

2.4 The department's role

The department's role under RMPC includes:

- owner of the Road Network
- administration of the Contract in accordance with Contract Conditions, including re-allocation of funds, consideration of variation applications, auditing of quality systems and provision of relevant available information
- assessment of progress Claims and authorising payment
- cooperation with the Contractor in its stewardship role, and
- assessment of the Contractor's performance.

2.5 The Contractor's roles

The Contractor performs three key roles under RMPC. These are:

- Network steward
- Maintenance Manager and Supervisor, and
- Operations Contractor.

2.5.1 Network steward

In the context of the Contract, "stewardship principles" are a broad set of values, attitudes and behaviours required of the Contractor to effectively manage the Network on the Principal's behalf. The Contractor, as the network steward and the department's local representative, must act professionally in the department's interest and must ensure:

- that maintenance funds are wisely invested and that the infrastructure asset is maintained in the best interests of the department
- that discretionary changes to the agreed Network Schedule(s) are sound and justifiable
- performing the Work under the Contract in the best interests of the Principal as the owner as well as the users of the Network
- being responsible and accountable for the outcomes resulting from the management of the Network
- working collaboratively with the Principal to deliver the Work under the Contract in a way tailored to best meet the Principal's evolving needs

- acting with integrity and transparency in the performance of the Work under the Contract and all other obligations under the Contract
- that Maintenance concerns are addressed at Contractor level and only referred to the department when necessary
- that timely advice of a high standard is provided to the department as necessary, and
- that the Network is in a safe condition for Road users.

The Network stewardship role of the Contractor does not involve owner-type functions, such as operating a pavement management system or designing rehabilitation works; however, the Contractor's ongoing inputs to future Work will be welcomed.

The Principal must ensure that the Principal's Representative and its staff or representatives involved in managing the Contract observe the Network stewardship principles.

The Contractor must ensure that its staff or representatives involved in the Contract observe the Network stewardship principles.

2.5.2 Maintenance Manager and Supervisor

The Contractor, as the Maintenance Manager and Supervisor, must plan and manage Maintenance efficiently.

The Contractor is responsible for:

- ensuring a Systematic Approach to Management (identification, prioritisation, scheduling, planning and doing) of Maintenance and reporting to the Principal in accordance with the Contract
- accuracy of records
- adequacy of quality systems
- sound financial and contractual management.

2.5.3 Operations Contractor

The Contractor is responsible for undertaking Maintenance efficiently and in accordance with quality procedures and the Quality Plan.

2.6 Emphasis on planning

2.6.1 General

Under the RMPC arrangements, there is a clear focus on the Contractor knowing what is to be undertaken as the most important Work, and then planning its operations so Work is completed in the most cost effective and efficient way.

2.6.2 Planning prior to Contract Period (by the department and Contractor)

Prior to the commencement of each Contract Period, a realistic Schedule of Routine Maintenance Work must be agreed. It is recommended that both the Contractor and the department jointly inspect all roads on the Network to determine the type and quantities of Maintenance required for the following Contract Period. This process is called the Joint Maintenance Requirements Assessment (JMRA) and more details on JMRA can be found in the Routine Maintenance Guidelines.

The indicative Network Schedule Total(s) should reflect the intent of the road network strategy and the output of the JMRA.

The Contract may also include:

- Network Schedule(s) – generally preferred.
- Schedules for individual road sections.
- Schedules for remote Works or Works in close proximity to the Contractor's depot.
- Schedules for specific Maintenance Activities where economy of scale considerations provide best value.
- Any combination of these as agreed with the department.

If both parties agreed to establish a contract for 24 months, then the Contractor will have to submit yearly Network Schedules based on the allocated funding. The type of Maintenance Activities and quantities can be modified after the first year (subject to JMRA being done in the beginning of the second year).

2.6.3 Planning during the Contract Period

The Contractor needs to plan the Maintenance operations to maximise the efficiency of field operations. The RMPC requires Work to be identified and planned in advance and performed using a systematic approach.

In addition to JMRA inspections, the Contractor and the department should jointly inspect Roads in the Network on a regular basis throughout the Contract Period to monitor the performance of assets on the Network.

2.7 Systematic Approach to the Management of Maintenance

2.7.1 General

The Contractor shall adopt a Systematic Approach to the Management of Maintenance (SAMM) i.e. any system which is quality assured and complies with the generic processes outlined in Clauses 2.7.2 to 2.7.3.

The Contractor is strongly recommended to utilise a propriety Maintenance Management System (MMS) as recommended by the Department.

2.7.2 System procedures

Identification of Maintenance in advance

Outstanding Maintenance needs, including exact location, shall be identified before Defects have reached the Upper Intervention Level. The Contractor is required to record details of Maintenance Work into the 'Defect log', once the Defect Initial Intervention Level is reached, to assist in work planning.

The process of Work identification shall be based on the IL/RT criteria. Sometime maintenance requirement will vary due to local issues and such works can be captured by using "Ordered Work" corporate priority group in IL/RT criteria.

To keep this process manageable, it is preferable that the Contractor aggregates Work into reasonable packages of Work and estimates resources necessary to perform those Maintenance Activities while still in the field.

A schedule of routine inspections shall be included in the Contractor's Quality Plan and the Contractor must carry out inspections as agreed. All remaining defects (Backlog) are to be revisited during the next inspection cycle in order to determine the right priority in accordance with IL/RT criteria. All inspection reports are to be retained by the Contractor and make them available to the Principal upon request.

Planning and prioritising of Maintenance

The Contractor shall do their best to plan and prioritise Work in advance to achieve operational efficiencies. The Contractor is to maintain a prioritised Forward List of Work to demonstrate tangibly that Works are being prioritised.

It is not mandatory for Defects to be recorded with the Maintenance Activity in the prioritised Forward List of Work. Where Defects are recorded, they will be prioritised having regard to the IL/RT priority requirement.

When scheduled, Work shall be documented on Works orders. A Work order may contain multiple Defects, but not multiple Activities.

Work on adjoining LG Roads are not to be included in the RMPC Works order.

Copies of the Forward List of Work and Works orders are to be retained for audit by the department.

Undertaking Maintenance

All Maintenance must be undertaken to appropriate standards, including compliance with the Maintenance Activity Standards included in the Contractor's Quality Plan.

The Contractor is required to be at least third-party quality accredited or have completed form C6089 and have a quality system for the performance of Maintenance, with Quality Plans, including the procedures to undertake Maintenance.

The Contractor must prepare its Quality plan in accordance with Routine Maintenance Guidelines and this manual.

The use of the department's Road Reference (RR) system is mandatory. The level of detail required will be at the discretion of the department. A copy of the RR conventions is included at Appendix 1 of this manual.

Recording completed Maintenance

All Work performed, including its location, is to be captured and recorded. Where Work is carried out without a Works order being available in advance, a Works order is to be completed retrospectively, to capture a record of all completed work.

Where the Work actually performed differs from that scheduled on the Works order, the as-completed Works order is to be prepared and submitted to show the Work actually performed. All completed Activities must be located using the RR system. The level of detail required will be at the discretion of the department.

Works that are unable to be completed due to time or budget constraints, for example, are to be listed in a backlog for future consideration for the Forward List of Works.

The Contractor needs to retain records for at least five years.

Reporting completed Maintenance

All completed Maintenance Works, including the locations, should be the subject of regular reports in the system outputs to allow Network and Contract performance monitoring to be undertaken. The level of detail required will be at the discretion of the department.

2.7.3 System outputs

The SAMM must produce outputs of:

- Network inspection reports
- Forward List of Works – refer Clause 2.7.2
- Work Orders – refer Clause 2.7.2
- Record of completed Activities
- Monthly progress Claims including:
 - signed Form C6096
 - Form C6097 (mandatory requirement) or details of completed Activities in an electronic format (mandatory requirement)
 - Form C6098 and variations (as required by the department).
- Completed, updated programmed expenditure report (as required by the department)
- Backlog Report
- Minor Works, including itemised Minor Works Schedules
- Emergency Maintenance, including completed relevant Schedules
- Progress Reports prepared regularly (every three months or as otherwise directed by the department). Unsatisfactory or unclear Progress Reports may result in a formal progress meeting.

2.8 Financial management

2.8.1 Discretionary management of expenditures

The Contractor, as the Network steward, is to make many of the day-to-day decisions which would previously have been referred to the department and has a responsibility to manage the varying Maintenance needs and priorities of its Network over the Contract Period. This includes actively maintaining expenditure within the Network Schedule Total(s).

To help the Contractor manage these constraints, payment will be made on a Network and/or individual Schedule basis as determined locally. The Contractor has flexibility to vary the agreed quantity of each Maintenance Activity and/or individual Schedule total, where multiple Schedules are used, by ± 20 per cent (or any other figure as determined locally by the department).

Beyond the locally agreed discretionary level, prior authorisation from the department will be required. The department may:

- re-allocate funds from some other Maintenance Activity in the Schedule(s), retaining the original Network Schedule Total(s)
- varying Activity quantities outside the discretionary limits but maintaining the agreed Network Schedule Total(s)
- approve the Work as a variation to the Contract
- not approve the Work.

On a cautionary note, the department's delegation of the Network maintenance management role to the Contractor should not be seen by the Contractor as an opportunity to undertake more profitable activities at the expense of higher priority, less profitable activities. The Contractor is to act in the best interests of the owner of the asset. The department may audit the Contractor's performance in this area.

The Contractor must advise the department as soon as possible if a financial loss is anticipated under the Contract.

2.8.2 Variations

Variations to the Contract involving a change to the Total Contract Amount, including providing additional funds, are at the department's discretion and apply in a limited number of situations (such variations may involve changes to scheduled rates and/or lump sums):

- quality changes to scheduled Activities
- nominated additional Activities (not in the Schedules)
- nominated new or additional Minor Works items
- Emergency Maintenance
- omission or decrease in Work
- defective work accepted by the department at a reduced cost
- public notification of significant traffic changes (if ordered by the Principal)
- alterations of Public Utility Plant or ancillary Works and encroachments.

2.8.3 Progress Claims

While progress Claims will be made on a monthly basis (or other agreed period), consideration will be given in hardship cases only for interim payments to be made to the Contractor.

Claims are to be on a Schedule of rates basis for quantities actually completed during the claim period, except for lump sum Activities which are to be claimed on a pro rata basis, and Provisional Sum Activities which are to be claimed on an agreed quotation basis.

2.9 Initiation of Work

2.9.1 Intervention Level / Response Time

All routine maintenance defects are to be logged once the defect has reached the Initial Intervention Level and Maintenance is to be undertaken before the Defect reaches the Upper Intervention Level.

There may be instances outside the norm where, in some locations on the Network, Maintenance may not be able to undertake due to lack of funding or other reasons, before the Upper Intervention Level is reached.

The Response Time for carrying out a Maintenance Activity on each individual road within the Network, after the relevant Upper Intervention Level is reached, shall be as set out in the Guidelines.

It may be appropriate for the Upper Intervention Levels of one Road to differ from that of another Road within the same Network because of the road category as given in the IL/RT criteria.

If a defect becomes hazardous to road users as per hazardous defects identification methodology indicated in the Guidelines, then such defect must be actioned within the given timeframe.

2.9.2 Department initiation

The department may direct the Contractor to carry out scheduled Maintenance Activities, at specific locations within nominated time limits, as ordered Work. Rates / lump sums for such Work may be increased if warranted and approved by the department.

3 Key contractual elements

3.1 Type of Contract

3.1.1 General

RMPC can be categorised by:

- the duration of the Contract
- the composition of the Network.

3.1.2 Duration

There are two different aspects of duration:

- Unless agreed in writing by the parties, there is a fixed Contract Period of up to 24 months, corresponding to two financial years. The fixed Contract Period should not exceed 24 months.
- The department guarantees to renew the RMPC for a period of up to one year (the Guaranteed Renewal Period), provided the Contractor performs satisfactorily and achieves agreed performance targets.

Either party may withdraw from the agreement without cause by giving the appropriate notice:

- the department -- one year, or
- the Contractor -- one year.

Grounds for earlier termination or modification to the agreement period would include:

- by mutual agreement
- fraud, maladministration or gross misconduct by either party (immediate termination)
- failure by the Contractor to attain agreed productivity targets (possible termination of the Contract at the end of the Contract Period)
- failure by either party to abide by the conditions of the Contract (possible termination), or

- unacceptable performance by the Contractor (possible termination of the Contract at the end of the Contract Period).

3.1.3 Composition

The Network for the Contract Period will generally comprise those roads maintained by the Contractor under previous arrangements; however, the Network may be subject to minor redistribution by the department.

The composition of the Network can only be changed for subsequent Contract Periods where at least 12 months' notice is given to the Contractor, such that, unless otherwise agreed, those changes will apply from the first day of the following Contract Period.

Changes to the Network cannot be made during a Contract Period except where the parties agree.

3.1.4 Extent of changes

For other than Australian Government-influenced changes to National Highways, any deletions from the Network must not be such as to reduce significantly the extent of maintenance to be carried out by the Contractor.

3.2 Work included under RMPC

3.2.1 Routine Maintenance

RMPC is predominantly an arrangement for carrying out Routine Maintenance on the Network.

Routine Maintenance Activities are listed in the department's Routine Maintenance Guidelines. Wherever possible, Activities included in RMPC Schedules should ensure that the agreements remain predominately output-based. See Clause 4.1 regarding monitoring of Works on an output basis.

The department will, in the case of Routine Maintenance, determine, as appropriate, indicative Network Schedule Total(s) for:

- the National Highway Network
- the Other State-Controlled Network.

as well as discretionary percentage limits that apply to each Maintenance Activity (on a Network basis) and/or individual Schedule totals where multiple Road Schedules are used. The Contractor, in carrying out its various roles, will be required to adapt to the changing Maintenance needs of the Network by varying the various Network Activity quantities and/or individual Schedule totals, so not to exceed the relevant Network Schedule Total(s). Changes outside this discretion require the department's approval.

3.2.2 Emergency Maintenance

The RMPC will also include Emergency Maintenance. The Contractor must advise the department no later than the morning of the next working day of Emergency Maintenance involving fatalities.

The estimated expenditure of the Emergency Maintenance is to be advised to the Principal once known, so that any effect on the agreed Network total funding can be determined.

There are two elements of Emergency Maintenance.

‘Make Safe’ Work

This Work is to be performed immediately by the Contractor when the emergency occurs. The department must be notified as soon as possible after the emergency situation arises. The claim for the Work can be included in the next progress claim and the department will treat that part of the claim as a variation.

In general, there will be some provisional amount within RMPC to pay for Emergency Maintenance Activities, listed under Maintenance Activity Numbers 450 and 452. The department may allocate a reasonable amount based on previous years expenditure to manage emergency maintenance efficiently. Works stemming from an emergency call out will need to be approved by the Principal. If approved, the Works will be funded on an as-required basis and priced by reference to existing Activity scheduled rates, standing offers or daywork schedules unless otherwise agreed.

Substantial further Work

After making the Network condition safe, the Contractor shall notify the department for any further Work and seek approval prior to undertaking.

3.2.3 Minor Works (applicable to Contractors with sole invitee status)

For Minor Works to be included under the conditions of the RMPC, such Works must have an estimated annual aggregate amount of \$500,000 or less for each Contract. Only Contractors which have been assessed with Sole Invitee status will be able to be included for Minor Works with RMPC Works. This provision simply provides a further option to facilitate efficient Contract Documents and does not remove or override the assessment of Sole Invitee delivery under the policy statement.

The Contractor and the department will agree on the quantities, rates and lump sums to complete the Works and the relevant design and construction standards, including any drawings and Specifications.

The Minor Works should also be given a separate job number so that accounting of the value of this Work can be undertaken.

3.2.4 Dayworks

Daywork Schedules include rates which may be used for payment of completed unscheduled Activities, Emergency Maintenance or other agreed work. Clause 7 Variations of the General Conditions sets out where daywork rates may apply.

3.2.5 Provisional Sums

Where Activity quantities are difficult to estimate and pay on a unit rate or a lump sum pro rata basis, because of the unpredictable nature of the Work, the parties may agree to use a Provisional Sum in the Network Schedules where permitted (Attachment 3 of the Guidelines indicates those Activities that may be subject to a Provisional Sum). These Provisional Sums may be subject to discretionary changes by the Contractor.

3.3 Liability for non-performance of Maintenance

The law relating to non-feasance (that is, not liable for damages for negligence for failing to carry out road maintenance) was changed as a result of the High Court decision made in *Brodie v Singleton Shire Council*. Australian states and territories have responded to this landmark case in differing ways through individual legislation and amendments to Acts.

In Queensland, the situation is:

- The *Civil Liability Act 2003* (Qld) (the Act) amends the law concerning the liability of road authorities.
- In particular, one provision of the Act (Section 37), in effect, partly overrules the High Court decision of *Brodie v Singleton Shire Council* and partially returns the law to the former 'non feasant' principle.
- The Act applies to both personal injury and property damage.
- The Act also acknowledges the limited resources available to public authorities, such as the Department of Transport and Main Roads – see Section 35 of the Act.
- Notwithstanding the Act, RMPCs, with their obligations between the department as Principal and the Contractor, take effect in their own terms. RMPCs contain a series of indemnities between the department and Contractors that impose obligations on each party and which depend on each case.

The department and Contractors should remain vigilant in performing their duties under RMPCs and maximise the use of the limited resources available to them.

Districts should be aware that RMPCs contain indemnities between the parties for liability arising out of non-performance of maintenance of an RMPC. Indemnities flow both ways under the RMPC – some in favour of the department as Principal and some in favour of the Contractor.

Risks, insurance requirements (including public liability) and indemnities are covered in Clause 8 of the General Conditions. Clause 8 provides that the Contractor shall indemnify the Principal for loss and damage (including costs), whether for property damage or personal injury, arising out of the performance of the Contract by the Contractor. The Contractor's liability is reduced to the extent that an act or omission of the Principal contributed to such loss.

Clause 8 also contains an indemnity given by the Principal in favour of the Contractor.

Under this Clause, provided the Contractor is fulfilling his inspection and recording obligations, the risks associated with non-performance of Maintenance for Defects that were:

- unknown to the Contractor, or
- known to the Contractor and below the Upper Intervention Level and not a hazardous defect at the time of inspection, or
- known to the Contractor and exceeded the Upper Intervention Level, but where the Contractor fulfilled its obligations under the Contract by prioritising and delivering works as per IL/RT or formally seeking a reallocation.

Then will be with the department. . In addition, where the Contractor has performed its obligations in accordance with the Maintenance Activity Standards, then the risks will be with the department.

The indemnity given by the Principal to the Contractor does not cover the situations where:

- the Contractor is negligent in carrying out any work, or
- the Contractor failed to identify any Defect which should have been identified as part of the stewardship role, or
- the Contractor failed to carry out inspections as agreed in the Contractor's Quality Plan, or

- the Contractor knows of the Defect, but fails to remedy the Defect within the times prescribed under the Contract or approved Maintenance Activities Schedule

nor does it cover any legal costs that the Contractor may incur in responding to these negligence Claims.

The best protection against liability for a Contractor carrying out Maintenance is:

- to have demonstrated procedures for the identification of Defects in accordance with IL/RT criteria and the scheduling of Maintenance Activities to remedy the Defects.
- to have appropriate Maintenance Activity Standards
- to have appropriate MMS in practice
- to adhere to these procedures and standards.

Under no circumstances should identification or planning of Maintenance Activities be carried out on an ad hoc basis.

3.4 Quality, safety and environmental requirements

The Contractor is required to have a third-party quality system or have completed Form C6089. For compliance with the RMPC, Quality Plans may be added to the system or guide.

Specific Quality Plans for the RMPC are required for:

- a SAMM
- maintenance operations
- safety, including traffic management
- environmental management.

For operational quality, the Contractor may build on the department's Activity Standards which are included in the Guidelines.

The emphasis of the safety plan for RMPC revolves around the control and consequences of traffic in the vicinity of Maintenance operations and the provisions of the current *Work Health and Safety Act 2011* (Qld). The Contractor shall guide traffic safely past the Work in accordance with traffic guidance schemes based on the department's *Manual of Uniform Traffic Control Devices*. The department may require the Contractor to notify the public of significant changes to normal traffic in advance. The Contractor shall advise the department of any notifiable incident under the *Work Health and Safety Act 2011* (Qld) as detailed in Clause 9 of the General Conditions.

The department is committed to implementation of best practice environmental management. The current *Environmental Protection Act 1994* (Qld) states that all members of the community are subject to a general environmental duty of care to take all reasonable and practical measures to prevent or minimise environmental harm.

To ensure the department complies with all relevant legal obligations at each Work Site, the Contractor shall be responsible for environmental management associated with the Works. This includes:

- obtaining all licences, permits and approvals (not already obtained by the Principal) and to pay all fees due as required by all relevant Acts, Regulations and local laws from the appropriate authorities and departments

- preparation of an Environmental Management Plan (Maintenance) (EMP (Maintenance)) in accordance with the requirements set out under Clause 10.5 General Conditions
- implementation of the EMP (Maintenance), including at least one internal environmental audit during the Contract.

Contractors with an accredited environmental management system may submit their EMP (Maintenance) in a format compatible with their existing system.

The Contractor must notify the Principal's Representative of an environmental incident that occurs during the performance of the Work under the Contract as soon as practicable. This does not negate the Contractor's responsibility for reporting the incident to the administering Authority as per the *Environmental Protection Act 1994* (Qld).

3.5 Other significant features

3.5.1 Insurance

Where the Contractor is a Local Government (LG), the Contractor is required to arrange its own insurance under RMPC. This includes:

- workers' compensation
- insurance of the Works (including Minor Works if required)
- public liability, and
- professional indemnity (where Minor Works incorporating design is included).

Where the Contractor is RoadTek, the Queensland Government policy of self-insurance applies, except that workers' compensation coverage is required.

3.5.2 Rework

The Contractor may use its discretion as a first approach to undertake a low-cost attempt to remedy a Defect. If that approach results in premature failure and requires a subsequent high cost thorough solution, then the department, where it agrees that this approach was an attempt to achieve best value for the department, will include the costs of both approaches within the Network Schedules Total(s).

Both Activities must previously be included in the Schedule or the parties may agree in advance to such an approach.

3.6 Dispute resolution

It is expected that any disputes that may arise under RMPC will be settled promptly:

- where the Contractor is a LG — in accordance with the current Partners in Government Agreement between the state government and Local Government Association of Queensland
- where the Contractor is RoadTek — in accordance with the dispute resolution process as set out in a mutual obligations agreement between local delegates of the RoadTek and the district.

4 The RMPC process

4.1 General

There are a number of processes involved with forming the Contract and undertaking Works under RMPC arrangements. The processes are depicted in Figure 4.1.1-A, which show the steps involved with forming the RMPC SAMM.

4.1.1 Planning prior to agreement

Budget and Intervention Levels

The department will advise the Contractor of an indicative Network Schedule Total(s) based on:

- JMRAs and other Maintenance Needs assessments
- Actual funding strategy
- previous Maintenance Needs Surveys
- the current departmental Road Network strategy
- planned future programmed Maintenance, rehabilitation and reconstruction Works
- current backlog list for the Network
- historical levels of Maintenance expenditure.

Intervention Level and Response Time parameters in the IL/RT must not be negotiated to maintain the network with the constrained budget. Instead defect prioritisation as per IL/RT criteria should be carried out once all the Defects have been captured in inspection cycles. Cash flow forecast based on JMRA and historical maintenance delivery is critically important to deliver consistent maintenance throughout the year.

Joint Maintenance Requirements Assessment

This assessment is a joint departmental/Contractor assessment of the Network for the purpose of determining the extent of the Maintenance Activities for the forthcoming Contract Period.

The JMRA will identify, for each road on the Network:

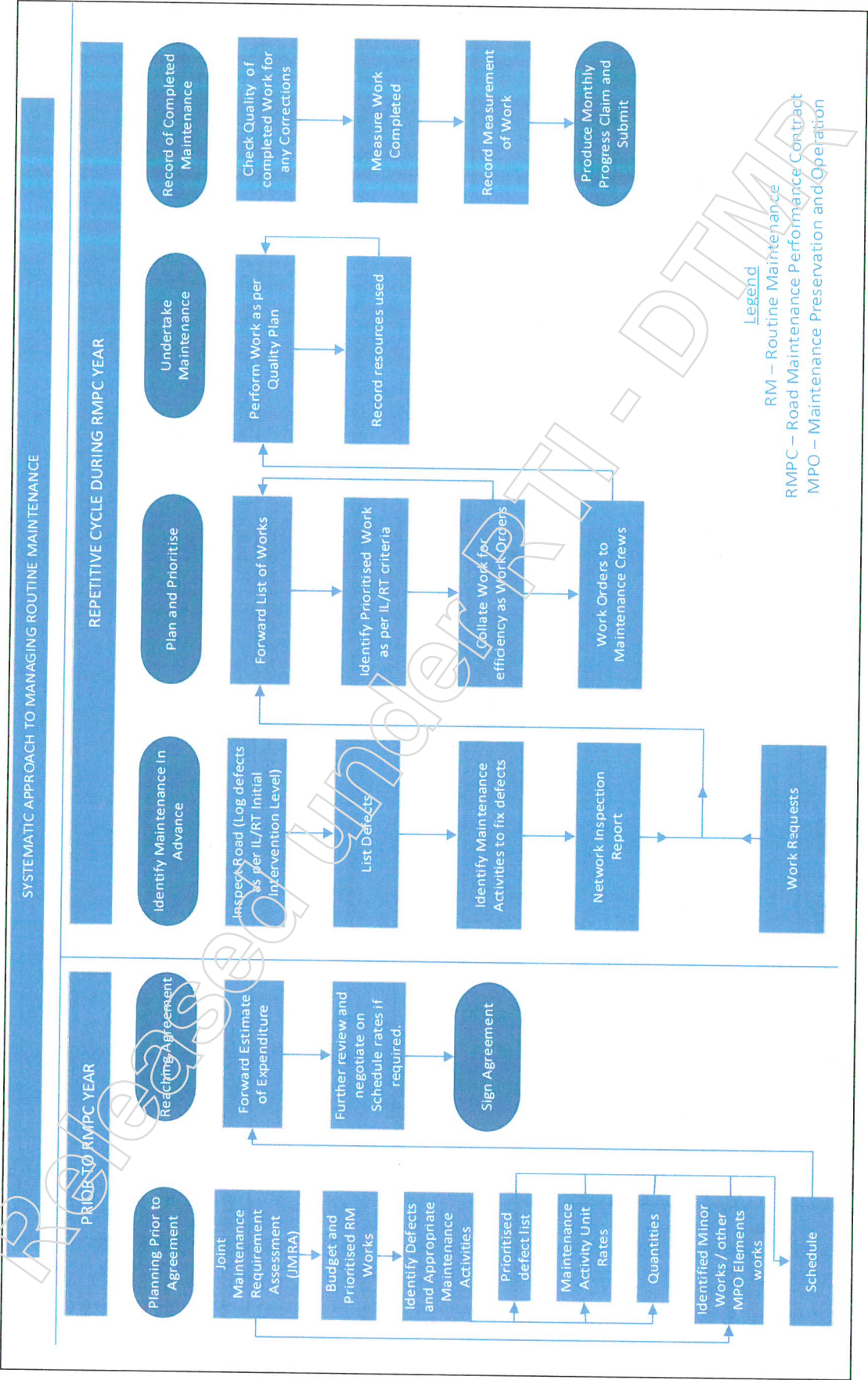
- the specific Maintenance Activity required
- the priority for Works
- approximate Work quantities for Maintenance Activities and any Minor Works necessary.

The value of the Work identified and agreed during the JMRA is to match the indicative Network Schedule Total(s) that reflect the intent of the road network strategy. However, work delivery during the RMPC cycles should be performed based on the identified priority works. Refer to the Guidelines for further information about the JMRA.

Figure 4.1.1-A – Management of RMPC processes (example for a 12-month Contract Period)

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1. Summary of Contract Period / Negotiations	RMPC CONTRACT PERIOD 1 July to 30 June											
	Pre-Agreement Process (April-June) and Reaching Agreement by the end of June											
	Pre-Agreement Process (April-June) and Reaching Agreement by the end of June											
2. Recommended Progress Report Periods	Progress Period #1 (July-Sept)											
	Progress Period #2 (Oct-Dec)											
	Progress Period #3 (Jan-Mar)											
3. Recommended Contract Review Periods / Meetings	Progress Period #4 (Apr-Jun)											
	Progress Period #4 (Apr-Jun)											
	Progress Period #4 (Apr-Jun)											
Notes:												
(1) X indicates that the Contractor must prepare and present Progress Reports to the Principal no later than 2 weeks after the completion of the relevant Progress Period.												
(2) The Contractor will be given two weeks' notice of any Progress Meetings to consider unsatisfactory / unclear Progress Reports. Such meetings are at the Principal's discretion.												
3. Recommended Contract Review Periods / Meetings	Contract Review Meeting must be held before mid-February											
	Contract Review Meeting must be held before mid-February											
	Contract Review Meeting must be held before mid-February											
Note: Performance Report (Form C6092) and RMPC Performance Assessment Template to be completed prior to each Contract Review Meeting												
Notes (1) ^ indicates Contract Review Meeting												
^ Final Contract Review Meeting must be held before the end of August												

Figure 4.1.1-B – System approach to management of maintenance



Identify Defects, relative priorities, Maintenance Activities, Maintenance Activity rates and quantities

It can be expected that the needs of the Network established during the JMRA process will vary from the indicative Network budget figure. During the planning phase, an iterative process based on the work priority, is carried out in reaching agreement to a conforming Network Schedule(s).

The iterative process for reaching agreement has the aim of identifying Defects, Maintenance Activities, Maintenance Activity quantities, unit rates, lump sums and Provisional sums to ensure the indicative Network Schedule Total(s) are not exceeded.

The use of work priority in balancing Network needs to available budget is detailed in Clause 4.1.2.

Schedule

The outcome of the iterative process is agreement by the department and Contractor to Network Schedule(s) and Intervention Level Schedules to apply for the forthcoming Contract Period.

4.1.2 Reaching agreement

Sign agreement

After agreement on the contents of the Network Schedule(s), there are a number of documents to be completed by both parties to create the agreement.

Form C6084.1

It should be noted that the Schedules included in the Contract can be based on a number of criteria. These are Network Schedule(s) – generally identified, individual road sections, Works remote or in close proximity to the Contractor's depot, specific Maintenance Activities where economy of scale considerations provide best value and any combination of these approaches, as agreed with the department. A separate amount for GST payable by the department should be shown separately from the Total Contract Amount.

Form C6084.2

Prior to completion of this Schedule, it is necessary for the Contractor and the department to agree on the proposed discretionary limits for various Maintenance Activities and/or individual Schedule totals where multiple Schedules are used.

Form C6095

It should be noted that, the Upper Intervention Levels contained in the Guidelines are the approved Intervention Levels for the Contract.

Form C6084.3

Minor Works up to an estimated annual aggregate amount of \$500,000 for each Contract may only be included in the RMPC where the Contractor is also a Sole Invitee.

It should be noted that the process for reaching agreement is similar to that used for Sole Invitee capital works projects such as Transport Infrastructure Contract – Sole Invitee (TIC-SI) or Minor Infrastructure Contract – Sole Invitee (MIC-SI).

Forms C6086 and C6087

All items of labour, plant, equipment and materials likely to be used in managing and carrying out the works under the Contract should be included by the Contractor, together with associated rates agreed with the department.

Supplementary conditions of Contract

These conditions will generally be initiated by the department to cater for local circumstances associated with the Contract.

Ratification notice

When required by either party, these notices should be received by the other party before the start of the Contract Period to allow time for authorisation of financial programs and the authorisation by appropriate staff or local government.

Form C6094

This agreement sets out in writing all matters agreed by the parties during the 'reaching agreement' stage. Some matters could be hours and Days of work and information required by the department for inclusion in Progress Reports. Commencement of work may be conditional on ratification of the agreement by either party using a ratification notice.

Forward estimate of expenditure

Once the agreement is signed, the department is required to forward an estimate of expenditure for the Contract.

4.1.3 Identify Maintenance in advance

Survey Road Network and Network inspection reports

The Contractor shall use a systematic approach to manage Routine Maintenance as required under the Contract; Maintenance works, including Defect, Maintenance Activity, location- and son on, should be identified through regular Network inspections. The Contractor is required under RMPC to include, in the management Quality Plan, its procedures for the identification of Work in advance.

Details from these Network inspections are to be detailed in Network inspection reports. These reports must be kept up-to-date to demonstrate compliance with the Quality Plan and to provide any information on the Network the department requires.

List Defects and identify Activities to fix

The Guidelines list Defects and associated Maintenance Activity combinations to repair the Defect.

In addition, the Guidelines also list the initial Intervention Levels for recording works into the Forward List of Works and the Upper Intervention Levels which Defect is to be repaired before reaching it. If a Defect was unable to fix before reaching the Upper Intervention Level due to valid reason then the Defect should be fixed within the Response Time.

Clause 4.1.2 details the use of Intervention Levels for recording of Works.

Routine Maintenance Performance Assessment and Strategic Analysis

The department will require information to assess routine maintenance element performance and effectiveness of revised Intervention Level and Response Time (IL/RT) criteria contained within the

Guidelines. This will require inspection details, Defect information and defect rectification details from the Contractor to be collected annually or as required during the contract period.

Work requests

In addition to Works being identified through Road Network Surveys, outstanding Works will be reported to the Contractor through Work requests.

These requests may be raised by the department based on, the public or a road user complaint or other means. The requests need to be investigated by the Contractor and included in the prioritised Forward List of Works if justified. Such work requests are also considered as "Ordered Work" Defects and get corporate priority 2 for rectification.

4.1.4 Plan and prioritise

Forward list of Works, identify priority Works and collate Work as Work orders

It is a mandatory requirement that, to the maximum extent possible, prioritised Works are planned in advance. The Forward List of Work is used for this purpose. The Contractor is required to maintain a current Forward List of Works for inspection by the department at any time.

Defects should be recorded in the Forward List of Works, and be prioritised having regard to the Defect Scoring methodology explained in the IL/RT criteria in the Guidelines.

It is not mandatory to record Defects with the Maintenance Activity into the Forward List of Works; however, if not recorded, the Contractor's quality system should clearly demonstrate the way Works are delivered in the field.

An up-to-date Forward List of Works for the Network also allows the Contractor to plan Works to achieve operational efficiencies.

The Contractor uses the prioritised Forward List of Works to schedule Works onto Works orders for action by Work crews. In scheduling the prioritised Work to Work orders, the Contractor should aim to achieve operational efficiencies such as reducing the proportion of travelling time in the day, economy of scale considerations, use of specialised work crews and timing of preventative type maintenance.

4.1.5 Undertake Maintenance

Perform Work as per Quality Plan and record resources used

The Contractor undertakes the prioritised work detailed on the Works orders in accordance with Activity Work procedures included in the Contractor's Quality Plan. These Work procedures may be based on the Guidelines.

The Contractor, in carrying out Works, is also required to observe the procedures contained in the safety and environmental management plans for the Works, as well as recording resources used to provide actual costs of the Works for internal performance assessment.

The quality system requirements for undertaking RMPC Works are set out in Clause 10 of the C6083 General Conditions.

Provisional Sums

The procedure for using Provisional Sum Activities shall be:

- Where Provisional Sums are permitted, the parties agree, at the time of the RMPC negotiation, those Maintenance Activities that are difficult to estimate and pay on a lump sum or unit rate basis in view of the unpredictable nature of the Work.
- For the Maintenance Activities identified, a Provisional Sum allowance is made in the Schedule for the Work, based on records of past Works and field inspections.
- When Work is required during the year for these Maintenance Activities, the Contractor provides a quotation to the department for approval to carry out the Work.
- Work undertaken by the Contractor is reimbursed as per the agreed quotation as part of the progress claim for that period.
- Quotations for the Work may be based on RMPC Network Schedule rates, standing offer rates or daywork rates.

The department may provide blanket approval for Provisional Sum work undertaken on a repetitive basis during the term of the Contract or for Provisional Sum work of relatively low dollar value where:

- the risks associated with not obtaining a quotation are less than the cost of administering before approval
- the department does not wish to delay the supplier unnecessarily for each component of work
- dissections of costs incurred are provided with each progress claim.

Monitoring of Works on an output basis

The levels of unit rate/lump sum and daywork / Provisional Sum expenditure will be monitored each year to assess the extent to which RMPCs facilitate delivery on an outputs basis. As a guide, it is expected that no more than 10 per cent of the value of any individual Contract will be delivered on a daywork / Provisional Sum basis.

4.1.6 Record of completed Works

Measure and record Work completed and produce Progress Claim

The Contractor is required to measure the extent of all Work undertaken in terms of the Maintenance Activity unit of measure. It is in the Contractor's interest to measure the Work done accurately as payment will be based on these records. It is possible that audit surveillance checks will be undertaken by the department on the reasonableness of work claimed for reimbursement.

Progress Claims are normally made on a monthly basis unless otherwise agreed by the department. Claims are on a Schedule of rates basis for quantities completed during the claim period, except for lump sum Maintenance Activities (which are claimed on a pro rata basis) and Provisional Sum Maintenance Activities (which are claimed on an agreed quotation basis).

Details of the progress claim format and supporting documentation required to accompany the claim is set out in Clause 5 of the C6083 General Conditions. In addition to details of work done under the various Schedules, a completed revised program expenditure flow for each Schedule, with progress against each Network and/or individual Schedules, dayworks and variations, may be required if directed by the department.

Progress payment should be made by the department within 28 Days of receipt of the claim. Progress payments are the subject of Clause 5.6 of the C6083 General Conditions.

4.2 Administration of the Contract

4.2.1 Contractor

The major aspect of Contract administration by the Contractor revolves around discretionary changes to the Network or individual Schedule quantities, within the nominated percentage limits, to reflect the needs of the Network. When a discretionary change is made, the Contractor does not need to refer the matter to the department, but any changes must not exceed the Network Schedule Total(s).

When unexpected situations arise, or there is no scope for further discretionary changes, the Contractor must obtain the department's approval before undertaking the work.

The Contractor is required to present regular (every three months or any period as determined by the department) Progress Reports to the department that highlight stewardship, management, financial or operational aspects for the progress period. The department may require a formal progress meeting to discuss the content of the report.

4.2.2 The department

Under the RMPC's performance approach, it is necessary for the department to certify progress claims, as well as provide detailed assessment of the Contractor's performance at the Contract Review Meetings, which is to be held at a time determined in the initial Contract negotiation.

4.2.3 Additional Activities

The Contractor must advise the department as soon as possible of any recommendation to add or change Maintenance Activities to the existing list of Maintenance Activity types (as listed in the chapter 5 of the Guidelines).

4.3 Renegotiation

For other than the initial Contract Period, there will be sufficient information available for:

- the Contractor to demonstrate its productivity achievements
- the department to assess the Contractor's performance.

in May / June, prior to each new RMPC Contract begins.

Such information is fundamental to the formation of each new RMPC, especially the Guaranteed Renewal Period. The formal reviews provide a forum for demonstrating the partnering and stewardship features of RMPCs.

5 Productivity and performance

5.1 General

Sole Invitee RMPCs are required to demonstrate value for money and be competitive with the value that could be achieved via open tender.

Contract productivity and performance needs to be considered from a number of perspectives. Value is multidimensional as reflected in the Queensland Procurement Policy and the reporting requirements in the *Transport Infrastructure Act 1994* (Qld), which indicates the need to demonstrate efficiency and effectiveness and to achieve best quality work for the department's Network.

In the past, emphasis was placed on productivity improvement and other benchmark performance assessment. These measures are still used, but have been modified. Productivity improvement is still used, but other outcomes that need to be understood and measured are safety, Work effectiveness, Road user satisfaction and administrative efficiency. The achievement and improvement of these outcomes is facilitated by a cooperative and relational approach by the parties to the Contract. Improved performance should be driven by the setting of challenging, but achievable, targets underpinned by an effective benchmarking system, which facilitates improvement in all the identified areas.

5.2 Performance assessment methodology

The performance assessment methodology includes productivity gains measurement and the assessment of the Contract performance, based on rating key performance indicators (KPIs). Two instruments that measure performance of RMPCs are:

- productivity improvement, measured annually and expressed in terms of dollar gains and percentage improvement (this is a continuation of the current approach)
- performance assessment, based on qualitative and quantitative assessments of KPIs.

The objective of performance assessment methodology is to provide a basis to assess overall Contract performance and establish benchmarks so efficient practices and systems are adopted.

The methodology requires districts to form their own targets while measuring achievement against state-wide targets. In return, Contracts will be measured against each other to indicate a snapshot of the current compliance within RMPCs which can be used in determining future performance targets.

Performance assessment measures have a twofold purpose in quantifying ongoing productivity improvement and to rate Contract performance in broader contractual and community outcomes which the department requires from these Contracts.

Measuring performance assessment quantifies subjective and objective outputs of Sole Invitee RMPCs through the management of risks associated by this type of Contract delivery. Outputs measured are 'productivity', 'workplace health and safety', 'Road user relationship', and 'delivery system management'. Delivery system management summarises contractual obligations and measures the management of stewardship, process management and operational systems.

5.2.1 Determining key performance indicators

The main steps in determining KPIs for Routine Maintenance may involve:

Pre-assessment

- identify scope of KPI assessment (choose important or expensive processes, such as the planning and ordering of works or pavement repairs)
- understand existing processes, levels of performance and data attributes for comparison
- establish the team members representing those involved in the process
- organise a KPI partner (could consider a best practice operator in a related field).

Assessment

- visit Site of KPI partner, discuss issues and collect data
- compare processes, identify differences in process and performance, and establish best practice
- assess cause / effect link between differences in process and the performance variation
- review process to eliminate redundant steps, reduce resource wastage and, where possible, reduce time taken.

Post-assessment

- document recommendations for change and consult as agreed with partner
- gain necessary approvals and implement change
- monitor performance
- repeat KPI process at regular intervals.

5.2.2 Performance initiatives

Performance improvements are not demonstrated solely by a reduction in rates, but can be achieved through improvements to the life of the finished works by changing work practices and by improving standards, Work quality and Response Times. Improvements are also gained through changes in Network geometry and packaging of Works.

The examples of performance initiatives listed are provided to encourage and exchange information, technology and skills that promote the adoption of better processes and achieve improvement in Contract delivery. It is suggested the Contractor and the department discuss productivity initiatives.

Improved Work practices

- rationalisation of plant / personnel
- use of mobile traffic lights to control traffic
- multi-skilling and attention to a number of activities in the same gang trip – for example, litter retrieval, mowing and illegal sign collection by the same crew
- use of specialist Contractors where appropriate
- delegation of detailed Works programming to gangs
- adoption of night work on heavily trafficked roads.

New and innovative products

- material substitution and better use of materials – for example, stabilisation to improve substandard materials, use of improved surfacings, use of natural materials where appropriate, substitution with long-life alternatives
- phasing out solvent-based paint and converting equipment to accept water-based paint
- use of longer-lasting traffic control products – for example, rubber kerbstones
- use of herbicides, where appropriate, as an alternative to hand mowing / chipping
- use of Thormajoint on bridge repairs with life expectancy of 15 years.

Use of technology

- better use of plant and use of improved plant – for example, Flocon machines, Matthews Spreaders, asphalt pavers, front deck mowers, Jetpatchers, and mechanical sign post driving systems
- systematic approach to collect Defects information, including use of computer logged Defects in conjunction with improved Maintenance Management Systems
- Better measurement, using more accurate material-measuring equipment, such as load cells, and devices for measuring the area of grass slashed.

Improved project management

- reduced Intervention Levels and Response Times through improved operation frequency
- quality assurance – implementation of quality recommendations from the department's inspector
- improved Works programming – for example, activities to suit seasons
- combining RMPC Works with council works
- enhanced cost control through use of the new list of Work and Maintenance Activity payment types.

Geometry of Network

- better balance of Network between Contractors
- redistribution of Maintenance Activities among Contractors
- reassessment of responsibilities (Road Network, boundaries of responsibility)
- agreements (for example, aesthetic Maintenance Agreement for grass cutting)
- elimination of repetitive work – for example, landscaping / concreting of medians.

Packaging of Works

- bulking up of Works to reduce establishment costs
- cooperative arrangements between Contractors (share resources, Works, staff)
- combining ordinary Maintenance Works with the Transport Infrastructure Contract – Sole Invitee (TIC-SI) or other Works programs
- use of community groups to save litter collection costs ('Adopt-a-Highway')
- reducing Work – for example, by replacing grass median strips with low maintenance vegetation.

Technology and skills transfer

- undertake benchmarking, seminars and workshops to share ideas for increased productivity
- adoption of partnering approach (as opposed to adversarial)
- active participation in regular reviews, audits and discussions to ensure that implementation of new procedures are progressing, and to share suggestions for improvements.

5.2.3 Supplier benchmarking for key performance indicators

Comparisons of performance of the RMPC suppliers is required for two reasons:

- the process of negotiating rates can take account of the relative performance of Contractors and their peers
- reviews of productivity targets for subsequent years can consider the efficiency of the Contractor and the best value obtained from the Contractor's peers.

The supplier benchmarking process involves assessment at two levels:

- at the local level — where districts compare rates of neighbouring suppliers during the negotiation process
- at the state level — where statistical analysis is proposed.

The state-wide analysis procedure initially undertakes multi-factor regression of Contract rates for 19 of the major Activities of the 80 plus Contracts signed each year. This process involved the normalisation of the components of Work Activities which contribute to differences or variability in rates and which are not directly related to productivity. This may include:

- economy of scale (surrogate – quantity of an Activity)
- travel time (surrogate – the mean travel distance from the depot to Contract Roads)
- traffic control (surrogate – the mean Average Annual Daily Traffic (AADT) for all Contract Roads)
- materials and costs (surrogate – the location of the Contract in Queensland).

The resulting relationship may be used to predict typical or average rates for that Activity for each Contract.

5.3 Rating and scoring calculations of Contractors

5.3.1 Productivity gains

The calculation of productivity gains is determined by comparing unit rates of recurring activities from the current Contract year to its previous Contract year, excluding lump sum, daywork and Provisional Sum Activities. So the comparison is analytically correct, previous years' rates are inflated to align with today's value using the Australian Bureau of Statistics' Road and Bridge Cost Index (RBCI).

The inflation factor used is calculated by:

$$\text{Inflation factor} = \text{Current RBCI} / \text{Previous RBCI}$$

where the RBCI value is represented as the December value for each year. This reflects costs mid-term in a Contract and is available prior to Contract renewal. This value is supplied by the Transport System Asset Management Unit in Transport and Main Roads prior to any analysis being undertaken.

The productivity gain delivered by rate reductions for unit rate Contract Activities can be calculated using the following formula:

$$\text{Gains}_{\text{Activity}} = \text{Quantity}_{\text{current}} \times [(\text{Unit Rate}_{\text{previous}} \times \text{Inflation factor}) - \text{Unit Rate}_{\text{current}}]$$

This is to be done for each unit rate Activity that is used in both Contract years. From this calculation, productivity is achieved by:

$$\text{Productivity (\%)} = [(\sum \text{Gains}_{\text{Activity}}) / (\text{Contract cost}_{\text{current}})] \times 100$$

The total Contract cost for the later year is required to gauge the savings achieved if the previous year's unit rates had been used during the current Contract year.

Districts are required to document the results obtained from this equation as it is a requirement for auditing purposes and will be used in the 'Performance Area – Productivity' in the performance assessment template.

To assist districts with calculating productivity, a revised worksheet has been created in the performance assessment file. To ensure ease of use, all calculations have been formulated into the spreadsheet. Users are required to insert data consisting of the Contract number, Contract amount (\$), Contract target (% gain), Activity numbers, previous (years) unit rate, current (years) unit rate and the current (years) quantity. From this information, the productivity gain or loss will be automatically calculated.

5.3.2 Work health and safety

Safety in the workplace is the department's number one priority for its employees, Contractors and the public. As such, work health and safety is an important element in ensuring that best practice is achieved in Maintenance delivery.

For mandatory criteria, all assessments in work health and safety require the Contractor to conform to all current *Work Health and Safety legislations*, including:

- address appropriate systems for recording incidents and accidents
- ensure appropriate actions are in place to prevent or rectify work health and safety issues
- incorporate a traffic guidance scheme.

For the local criteria, the Principal's Representative and Contractor are able to include issues that cascade from mandatory questions with the level of detail required to ensure local issues are delivered and addressed.

5.3.3 Road user relationship

Public consultation and feedback is the area to be measured under Road user relationship. This includes the measurement of systems in place to collect public communications and to undertake any actions deemed necessary to achieve a positive outcome in the mandatory criteria.

Road user satisfaction and public perception are important for the RMPC, due to the potential for political influence at the local level and increased road user understanding of sound Maintenance delivery. It is essential that measuring feedback and responding to information supplied is a key principle in reporting on Contract compliance.

Contract-specific assessment criteria should be included for assessment as deemed relevant by both the Principal's Representative and Contractor at the beginning of the Contract.

5.3.4 Delivery system management

Assessment of Contractors in this key performance area is completed in three parts: stewardship, process and operational. Each of these areas relate to how Contracts are delivered, with emphasis on the management requirements of RMPC to ensure Maintenance Works are undertaken within the appropriate guidelines and Work methods.

5.3.5 Stewardship

Network stewardship of the Contract (see Clause 2.4 of this manual) requires the Contractor to always act professionally in the best interests of the department, such that funds are wisely invested and the asset is maintained accordingly. Assessment of stewardship requires the Contractor to indicate its ability to accept and act on its requirements as detailed in the Contract Documents. Knowledge of the responsibilities associated with the Contractor role, along with evidence of record keeping and reporting, are criteria to be addressed.

5.3.6 Process

RMPC requires a systematic approach to manage a Contract, as detailed in Clause 4 of this manual. As such, details stipulating the mandatory quality practice requirements are to be addressed, based on their existence and implementation. Assessments primarily focus on whether the Contractor has adhered to all process requirements, including any supporting documentation. This also includes record keeping, which details process driven activities (such as detailing non-conforming materials) through systems developed for undertaking such tasks.

5.3.7 Operational

Measures for operational compliance are guided around criteria that enable the transfer of captured knowledge to be shared between parties to the Contract. Applications capturing the results of Maintenance operation, such as the use of data collection systems, control of documentation and details of audits and inspections, make up the assessment critique.

5.4 Rating and scoring calculations of Principal's Representative

The assessment of the Principal's Representative (the department) is a new concept which has not been undertaken previously for RMPCs. Questions in the Principal's Representative section complement a selection of those in the Contractor's section which need to be actioned or noted to achieve compliance (for example, Contractor supplied progress Claims in the agreed timeframe – Principal's Representative finalised payment of Claims in agreed timeframe). In this manner, any non-compliance in the Contract can be tracked to where the responsibility resides and comments are included to justify an action.

5.5 Performance assessment template scoring

KPIs are intended to indicate how well the Contract is performing against nominated compliances. The ratings consist of two sections: 'mandatory assessment' and 'local assessment'. The new system has removed the previous scoring system (of score criteria between 1 and 5) and replaced it with a less subjective method of assessment. Each assessment criterion is listed as a question, with only a 'Yes' or 'No' answer. The final tally for each criterion, including mandatory and local assessments, reflects on the level of compliance achieved for each key performance area by the Contract out of a score of 10. The calculation is as follows:

$$\text{KPI score} = [(\text{count of 'Yes' assessment ratings}) / (\text{number of all assessment criteria})] \times 10$$

The mandatory assessment criteria are taken from the *Quality System Requirements – Evidence Guide*, as *Table 1 ISO 9001 Elements for RMPC Works – Evidence Guide*. The value achieved at the end of assessment indicates the level of compliance to the mandatory requirements for the Contract and highlights the level of risk to the department for each Contract. For state-wide comparisons and reporting, the compliance to the mandatory assessment will be used. This will highlight the level of risk that is being incurred by the department or by Contractors.

The local assessment is a combination of selected mandatory assessments, with the inclusion of any local specific questions. All mandatory questions to be used in the analysis are to be checked in the 'tick-box' located in the green column. This is to indicate which questions have been selected for the local assessment. Those not ticked imply the Principal's Representative acknowledges that suppliers are not able to comply with those topics and, therefore, liability issues as a result of non-compliance to these are to be borne by the department.

The purpose of developing criterion such as this is an indicator that the localised issues, which have greater importance to the delivery of Maintenance, can be the focus for the Contract team and delivery based on practical assessment can be monitored.

All assessment questions must be derived and agreed before the Contract commences.

All Contracts must undertake a minimum of two assessments (mid and end of Contract year) per Contract; however, additional assessments can be undertaken during the Contract year if required.

5.6 Reporting on performance assessment

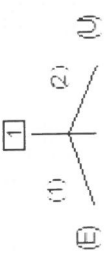
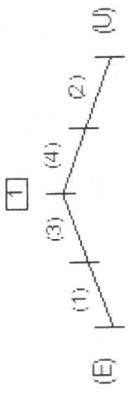
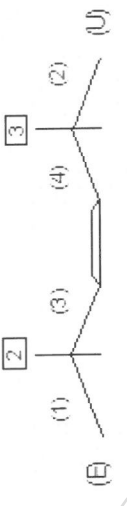
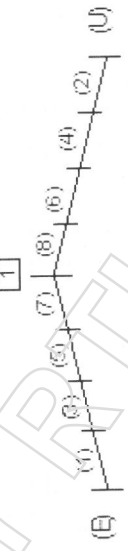

Performance of each RMPC Sole Invitee Contract must be assessed regularly to ensure compliance with the intent of RMPCs — ongoing satisfactory performance by the Contractor. Performance assessment methodology forms constitute the tool to be used. Results achieved from the reports will enable local managers and Contract parties to understand the risks associated with the level of compliance and to decide how to manage this risk so liabilities lie with the party best able to manage the risk. A risk and consequence profile assessment matrix is being developed, with the aim to assist Principal's Representatives and Contractors in understanding the risk from the level of compliance and to provide a mechanism to assist in managing their Contracts at a local level.

Performance assessments should be undertaken at least twice per year. Principal's Representatives are encouraged to use this monitoring tool more frequently where the risk is considered high.

Appendix 1: Road Reference system (RR) conventions

Road referencing system

Lane and Carriageway Numbering

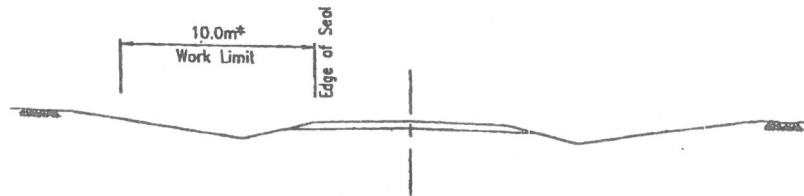
DEFINITION OF LANE AND CARRIAGEWAY NUMBERS (AS VIEWED IN THE GAZETTED DIRECTION)	
LEGEND <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> # CARRIAGEWAY NUMBER (#) </div> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> LANE NUMBER </div> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> (E) & (U) ALWAYS SHOULDERS </div>	<div style="text-align: center;">  <p>Two Lane (No Median)</p> </div> <div style="text-align: center;">  <p>Four Lane (No Median)</p> </div> <div style="text-align: center;">  <p>Four Lane With Median (Concrete or Grassed)</p> </div> <div style="text-align: center;">  <p>Eight Lane (No Median)</p> </div> <div style="text-align: center;">  <p>Multi Lane With Service Roads</p> </div> <p style="text-align: center;">Lane and Carriageway Numbering</p>

Glossary of terms

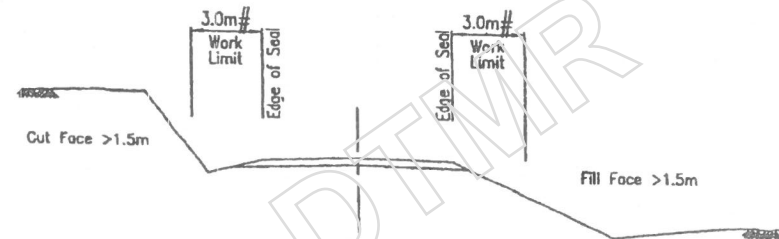
Term	Meaning
Carriageway	The part of a road section that conveys traffic on a single formation and is delineated into one or more lanes.
Carriageway Code	The code representing the allowable carriageway name(s) for a carriageway on a road section.
Lane	That part of a carriageway that conveys a single stream of traffic in the direction of gazettal or opposing it.
Lane Code	The code representing the allowable lane name(s) for a lane on a carriageway section. The lane code is an alphanumeric code which will never be repeated across a road section width. Numeric codes will be used for through-lanes. Alpha codes will be used for lanes other than "through" lanes, such as median strips, parking and turning lanes.
Major Culvert	<ul style="list-style-type: none"> metal culverts (steel and aluminium): <ul style="list-style-type: none"> at least one barrel (cell) with span, height or diameter ≥ 1.2 m, or all other culverts: <ul style="list-style-type: none"> pipes with at least one barrel (cell) with diameter ≥ 1.8 m, or rectangular/oval/arch culverts at least one barrel (cell) with span > 1.8 and height > 1.5 m. stock and pedestrian underpasses <p>(refer to structure definitions in Part 1 of the Structures Inspection Manual, which is published online at https://www.tmr.qld.gov.au/business-industry/Technical-standards-publications/Structures-Inspection-Manual)</p>
Minor Culvert	All other culverts that do not meet the definition of major culvert (as above) or not identified as in high risk, are then classified as minor culverts
Permanent Reference Point (PRP)	A nine-character identifier historically used by the Department to reference the declared road network. Their usage is declining in favour of Reference Points, which have a code derived from the road number.
Reference Point	A convenient way of referencing or locating points on a road section. Reference points are commonly located at identifiable features, such as an intersection or bridge abutment. They are given a code that is usually allocated sequentially in the direction of the road. Reference points provide convenient points of known location, from which to locate other features or information (by measuring distance from the reference point).
Reference Point Code	The name or code given to a reference point. Reference Point Codes (RPC) enable the identification of known point on a road section. RPCs contain information including a name, textual description and a distance measured from the start of the road section.

Term	Meaning
Road Section	This is the gazetted road section within a major road. It always starts and ends on a permanent reference point. Larger roads are broken down into sections for easier data collection and reporting (especially when the road is in more than one district). A road section has a suffix (e.g. A, B, C, D) added to the ID code of the whole road to enable easy differentiation.
Thru Dist. (Through Distance)	The distance in kilometres from the beginning of a road section to the current point.

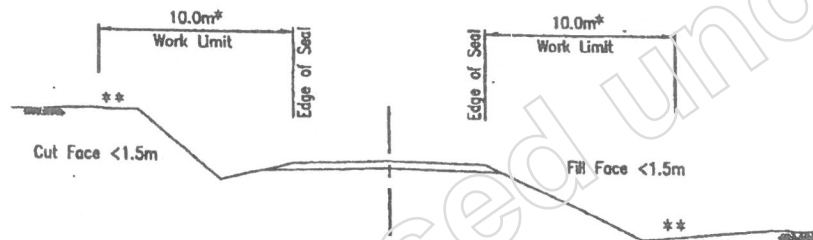
Released under RTI - DTMR



Full Access By 4 x 4 Tractor and Slasher,
1:200



Access By Boom Mower Only ***
(Batter face > 1.5m Vertical Height)
1:200

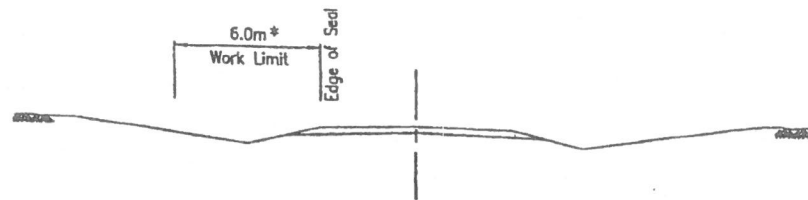


Full Access By 4 x 4 Tractor and Slasher Plus Boom Mower ***
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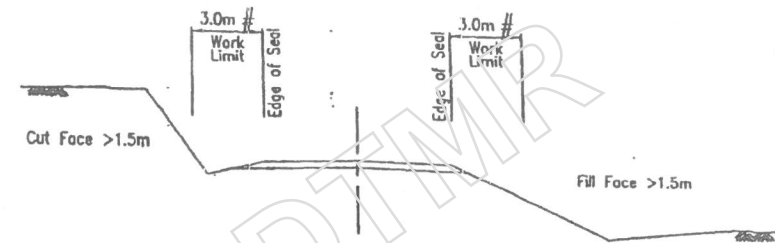
NOTES

- * Mowing limit is a minimum of 10.0m from the edge of seal or to limit of tree line / other obstructions or to visibility line of sight across bends or at intersections as agreed with the principal.
- ** Where geometry and access permit preference shall always be given to tractor slashing over boom mowing.
- *** A boom mower with a minimum 6.0m reach shall be utilised by the contractor.
- # Mowing limit is a minimum of 3.0m from the edge of seal or to limit of tree line / other obstructions or to visibility line of sight across bends or at intersections.

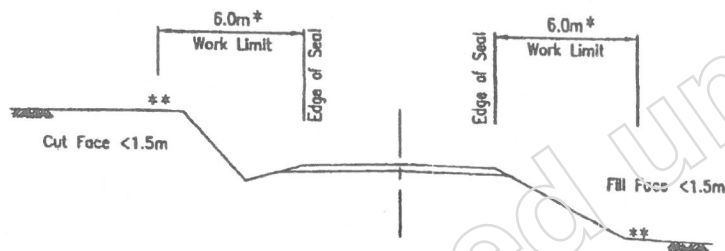
TYPE CROSS SECTIONS
BRUCE HIGHWAY
RURAL SECTIONS
5203-SK01



Full Access By 4 x 4 Tractor and Slasher
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Access By Boom Mower ***
(Batter face > 1.5m Vertical Height)
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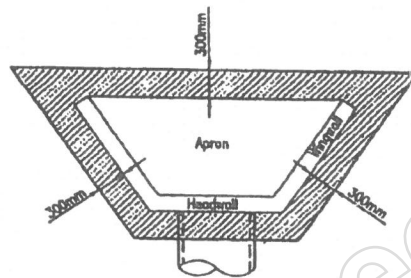
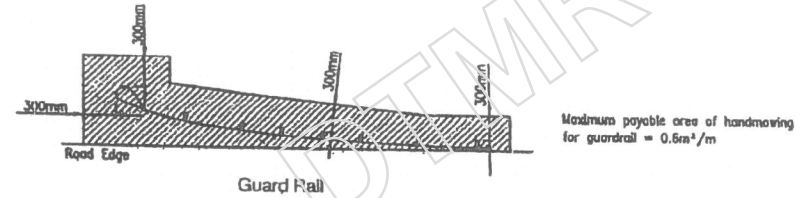
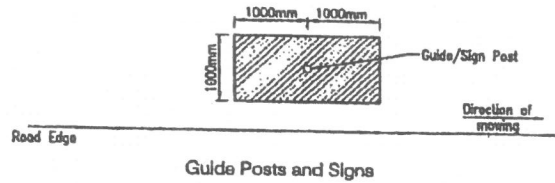


Full Access By 4 x 4 Tractor and Slasher Plus Boom Mower ***
(Batter face < 1.5m Vertical Height)
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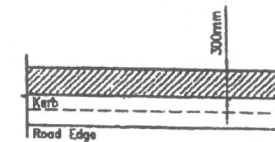
NOTES

- * Mowing limit is a minimum of 6.0m from the edge of seal or to limit of tree line / other obstructions or to visibility line of sight across bends or at intersections as agreed with principal.
- ** Where geometry and access permit preference shall always be given to tractor slashing over boom mowing.
- *** A boom mower with a minimum 5.0m reach shall be utilised by the contractor.
- # Mowing limit is a minimum of 4.0m from the edge of seal or to limit of tree line / other obstructions or to visibility line of sight across bends or at intersections.

TYPE CROSS SECTIONS
OTHER STATE CONTROLLED ROADS
RURAL SECTIONS
5203-SK02



Maximum payable area of handmowing
Rural = 0.3m²/m of perimeter



Maximum payable area of handmowing
Rural = 0.3m²/m of features

Work to include trimming of hand mow zone plus any growth through the feature (e.g. Construction joints, cracks and at the road edge/feature interface).

NTS

WORK SCOPE DETAILS FOR
HERBICIDE SPRAY AND
HANDMOWING
5203-SK03

From: [Mehmood X Khan](#)
To: hinchinbrook.qld.gov.au
Cc: [David Mazzucco](#); [TOWD-Maintenance](#); [TOWD Records](#)
Subject: Letter of Acceptance - HSC - 2020/22 RMPC Contract
Date: Friday, 19 June 2020 2:58:30 PM
Attachments: [Letter of acceptance.pdf](#)
[image002.png](#)

Hi Jenna,

Please find attached the Letter of Acceptance for CN-14081 - 2020-22 RMPC Contract.

Look forward to the successful delivery of works.

Thank you.

Mehmood Khan

MIEAust CPEng, RPEQ

Senior Engineer | Delivery and Operations (Northern) | North Queensland Region

Program Delivery and Operations | Department of Transport and Main Roads

Floor 6 | 445 Flinders Street | Townsville Qld 4810

PO Box 1089 | Townsville Qld 4810

(07) 4421 8794 | M: [NR](#)

E: mehmood.x.khan@tmr.qld.gov.au

W: www.tmr.qld.gov.au

cid:image002.png@01D60828.5FF5D9F0



Our ref 233_20-22 RMPC, CN-14181
Your ref 233_20-22 RMPC, CN-14181
Enquiries Mehmood Khan

Department of
Transport and Main Roads

12 June 2020

Dr Jenna Devietti
Hinchinbrook Shire Council
PO Box 366
Ingham Qld 4850

Dear Dr Devietti

Contract Number: CN-14081
2020-2022 Hinchinbrook Shire Council RMPC
Letter of Acceptance

Thank you for your offer in response to the above invitation dated 17 March 2020. Your offer for ^{NR} (excl GST) has been accepted.

The following documents constitute the entire Contract between the parties:

- (a) The General Conditions of Contract <http://www.tmr.qld.gov.au/business-industry/Technical-standards-publications/Road-maintenance-performance-contract-manual.aspx>
- (b) Your Offeror's Response dated 28 May 2020
- (c) This letter.

The contract commencement date is 1 July 2020

Invoices should be sent to tsvaccounts@tmr.qld.gov.au. The purchase order number, to be provided, should be referenced on your invoices.

We would like to thank you for the time and effort spent in submitting your offer. Should you have any questions regarding the works, contact Mehmood Khan on (07) 4421 8794.

Yours sincerely

NR


Stephen Mallows
District Director (Northern)

Schedule Summary RMPC



Queensland Government

C6084.1

Invitation Number

233_2020/22

District

Northern

Summary of Schedules

Fund Category

1

(National Highways)

Funding Element

Sch. #

Sch. Total

Element 15

1.1

NR

Element 5

1.2

Element 23

1.3

Element 24

1.4

Element 34

1.5

Fund Category Total

NR

\$

Fund Category

2

(Other State-Controlled Roads)

Funding Element

Sch. #

Sch. Total

Element 15

2.1

NR

Element 5

2.2

Element 18

2.3

Element 23

2.4

Element 24

2.5

Element 34

2.6

Fund Category Total

NR

\$

Routine Maintenance Total

\$

Additional Minor Works

Minor Works Schedule(s)

National Highways

pages

A

\$

Minor Works Schedule(s)

(Other State-Controlled Roads)

pages

B

\$

Total Contract Amount

\$

NR

Total GST Tax Amount

\$

Authorisation

Name

Jenna Devietti

Position

Infrastructure Operations Manager

Signature

NR

Date

28/05/20

Conditional Agreement

RMPC



Queensland Government

C6094

Agreement Between

Hinchinbrook Shire Council

referred to as the Contractor, and

The State of Queensland through Queensland Department of Transport & Main Roads

referred to as the Principal

Invitation Number

233_2020/22

District

Northern

Ratified by (✓ if required)

Principal

Contractor

✓

Recitals

- 1 The Principal invited the Contractor to offer to perform the road maintenance services in accordance with the Contract Documents.
- 2 The Contractor has offered to carry out the road maintenance services in accordance with the Contract Documents.
- 3 Payment under the Contract will be part Schedule of Rates / Part Lump Sum / Part Provisional Sum with a Total Contract Amount of

and a Total GST Amount of

- 4 Does the Queensland Code apply

- 5 The Contract Period will be from

1/7/20

to

30/6/22

with

1

year(s)

guaranteed renewal period (subject to Clause 4.3 of General Conditions).

NR

Yes

Agreement

Subject to any required ratification of this Agreement within

28

days of the date of this Conditional Agreement, both

the Principal and the Contractor agree that they will comply with all the conditions and matters as set out or reasonably inferred in this Agreement.

The Contractor agrees that it will not commence road maintenance operations until it receives a notice of Ratification (where required) from the Principal or, alternatively, until the start date of the Contract Period.

Authorisation

For the Contractor

Name/Position

Jenna Devietti - Infrastructure Operations Manager

Signature

NR

Date

28/05/20

For the Principal

Name/Position

Stephen Mallows-District Director (Northern)

Signature

NR

Date

11/6/2020

Conditional Agreement RMPC

C6094

List of Contract Documents

Invitation Number

233_2020/22

A. This Conditional Agreement dated

B. Documents to be completed by the Contractor

Description	Identification	Description	Identification
Schedule Summary	C6084.1	Minor Works Schedule(s) (if applicable)	C6084.3
Network Schedule 1	C6084.2	Network Schedule 2	C6084.2
Standing Offer Rates	C6086	Daywork Schedule	C6087
Programmed Expenditure Flow for Network 1	C6088	Programmed Expenditure Flow for Network 2	C6088
Intervention Levels / Response Time Schedule for Network 1	C6095	Intervention Levels / Response Time Schedule for Network 2	C6095
Queensland Code Compliance	C7810.S6 (available under TIC or MIC documents)	Environmental Plan	
Quality Plan		Safety Plan	
Implementation Plan for Evidence-Guide	C6089		

C. Documents that apply directly

Description	Identification	Description	Identification
Invitation to Offer (C6081)	C6081 April 2015		
General Conditions (C6083)	C6083 September 2018		

D. Documents incorporated by Reference

Description	Identification	Description	Identification
Standard Specifications		Road Maintenance Performance Contract - Sole Invitee (Manual)	September 2018
The Roads & Transport Alliance	2013/18 or current	Routine Maintenance Guidelines	November 2017
Mutual Obligation Agreement (if applicable)		Manual of Uniform Traffic Control Devices	Latest version as published on TMR website

Conditional Agreement

RMPC Sole Invitee



Queensland Government

C6094

Contractor's Details

Invitation Number 233_2020/22

To be completed by the Offerer

Local Government ☒

TMR Service Delivery Unit ☐

Name (Full Name in Block Letters)

Hinchinbrook Shire Council

of

Street Address

25 Lannercost Street, Ingham QLD 4850

Postal Address

PO Box 366, Ingham QLD 4850

Contractor's Delegate

Name

Jenna Devietti

Telephone Number

07 4776 4671

Email

idevietti@hinchinbrook.qld.gov.au

Insurance

Workers Compensation

Policy Number

NR

Expiry Date

31/05/2023

Public Liability

Insurer/Policy Number

NR

Expiry Date

30/06/2020

Insured Amount

\$

NR

Professional Indemnity

Insurer/Policy Number

NR

Expiry Date

30/06/2020

Insured Amount

\$

NR

Note: Public Liability and Professional Indemnity Insurance not required where the Contractor is a TMR Service Delivery Unit.

The Department of Transport and Main Roads collects personal information on this form so that you may execute the contract for and on behalf of the contractor. The information on this form is accessible by authorised departmental officers and third parties engaged to administer the contract or resolve disputes who will not disclose your personal details to a third party without your consent unless required to do so by law.

Intervention Level/Response Time Schedule RMPC



Queensland Government

C6095

Invitation Number

233_2020/22

These values apply to Network Schedule

1 & 2

District

Northern

Intervention Levels

Intervention Levels as per Routine Maintenance Guideline

Response Time

Response Times as per Routine Maintenance Guideline

Road Number/Description	Defect Code	Intervention Level	Defect/Activity Code	Response Time	Exceptions/Comments
Refer to Attachment "Defect Intervention Level & Response Time(IL/RT) criteria for Routine Maintenance" as incorporated into Contract Documents			Refer to Attachment "Defect Intervention Level & Response Time(IL/RT) criteria for Routine Maintenance" as incorporated into Contract Documents		
			Refer also Supplementary Conditions of Contract, Clause 3		

Traffic Delays

Maximum Traffic Delays will be 5 minutes except for

Road Number/Description	Delay (minutes)	Road Number/Description	Delay (minutes)

Authorisation

For the Contractor

Name

Jenna Devietti

Position

Infrastructure Operations Manager

Signature

NR

Date

28/05/20

For the Principal

Name

Stephen Mallows

Position

District Director

Signature

NR

Date

11/6/2020

Government Use Only	
3PCM Contract ID	CN-14081
3PCM Project ID	52-01577101.0.E.15.2

Network Schedule RMPC



Queensland Government

52-01577101.0.E.15.4.

C6084.2

Fund Category

1

Invitation Number

233_2020/22

1. National Highway

District

Northern

2. Other State Controlled Roads

Funding Element*

15

Schedule Number

1.1

* Activities in each Schedule will bill to one Funding Element only. Refer to the RMPC Activities Mapped to Elements document.

Activity	Description of Activity	Unit	Unit Rate	Estimated Quantity	Discretionary		Extended Amount (\$)	Element #
			\$ c		+	-		
Amount carried forward from page (where applicable)								
101.00	Edge Repair (Manual)	tonne	NR				NR	15
105.00	Pothole Patching	tonne						15
110.00	Surface Correction with Premix/Asphalt (Manual)- Minor(<150m/km)	tonne						15
130.00	Surface Sweeping	m2						15
139.00	Other Bituminous Surface Work	Prov						15
143.30	Pavement Repairs Gravel (Mech) - depth up to 300mm	m2						15
229.00	Other Unsealed Shoulder Work	Prov						15
319.00	Other Surface Drain Work	Prov						15
322.00	Clean Minor Culverts, Pipes and Pits - Major	Prov						15
323.00	Repair Minor Conc. Culverts, Pipes and Pits	Prov						15
329.01	Other Minor culvert, pipe and pit work (Inspections)	Prov						15
405.00	Clearing	Prov						15
419.00	Other Vegetation Control Works	Lump						15
420.00	Roadside Litter Collection - Rural	Prov						15
429.00	Other Roadside Work	Prov						15
502.00	Repair Signs (excluding Guide Signs)	ea						15
504.00	Cleaning Signs	ea						15
506.00	Repair Guide Signs	Prov						15
514.00	Repair Guide Markers	ea						15
515.00	Replace Guide Markers	ea						15
901.00	RMPC Joint Maintenance Requirement Assessment	lump						15

If Multiple Schedule Upper Limit

Network Schedule

1

Lower Limit

Authorisation

Name

Jenna Devietti

Position

Infrastructure Operations Manager

Signature

NR

Date

28/05/20

Government Use Only	
3PCM Contract ID	CN-14081
3PCM Project ID	52-01577014.D.E.15.3

Network Schedule RMPC



C6084.2

Fund Category

2

Invitation Number

233_2020/22

1. National Highway

2. Other State Controlled Roads

District

Northern

Funding Element*

15

Schedule Number

2.1

* Activities in each Schedule will bill to one Funding Element only. Refer to the RMPC Activities Mapped to Elements document.

Activity	Description of Activity	Unit	Unit Rate	Estimated Quantity	Discretionary		Extended Amount (\$)	Element
			\$ c		+	-		
Amount carried forward from page (where applicable)								
101.00	Edge Repair (Manual)	tonne	NR				NR	15
105.00	Pothole Patching	tonne						15
105.01	Pothole patching bucket mix	tonne						15
110.00	Surface Correction with Premix/Asphalt (Manual)-Minor(<150m ² /km)	tonne						15
130.00	Surface Sweeping	m ²						15
139.00	Other Bituminous Surface Work	Prov						15
143.20	Pavement Repairs Gravel (Mech) - depth up to 200mm	m ²						15
143.30	Pavement Repairs Gravel (Mech) - depth up to 300mm	m ²						15
153.00	Insta Stabilisation-Minor (<500m ² / km)	m ³						15
229.00	Other Unsealed Shoulder Work	Prov						15
319.00	Other Surface Drain Work	Prov						15
322.00	Clean Minor Culverts, Pipes and Pits - Major	Prov						15
323.00	Repair Minor Conc. Culverts, Pipes and Pits	Prov						15
323.01	Repair Minor Conc. Culverts, Pipes and Pits (Replacement of minor culverts & pipes)	Prov						15
329.01	Other Minor culvert, pipe and pit work (Inspections)	Prov						15
401.00	Tractor Stashing, Rural	ha						15
403.00	Tractor Stashing - Boom Mower	m ²						15
404.00	Hand Mowing	m ²						15
405.00	Clearing	Prov						15
407.00	Herbicide Spraying	L						15
420.00	Roadside Litter Collection - Rural	Prov						15
429.00	Other Roadside Work	Prov						15
502.00	Repair Signs (excluding Guide Signs)	ea						15
504.00	Cleaning Signs	ea						15
509.00	Other Sign Work	Prov						15
514.00	Repair Guide Markers	ea						15
515.00	Replace Guide Markers	ea						15
559.00	Other Furniture repairs	Prov						15
901.00	RMPC Joint Maintenance Requirement Assessment	Lump						15
910.01	Preparation of Management Plans (Maintenance)	Lump						15
911.01	Implementation, monitoring and maintenance of Management Plans (Maintenance)	Lump						15

If Multiple Schedule Upper Limit

Network Schedule

2

Lower Limit

Authorisation

Name

Jenna Devietti

Position

Infrastructure Operations Manager

Signature

NR

Date

28/05/22

Programmed Expenditure Flow RMPC



Queensland Government

C6088

Contractor

Invitation Number

233_2020/22

Hinchinbrook Shire Council

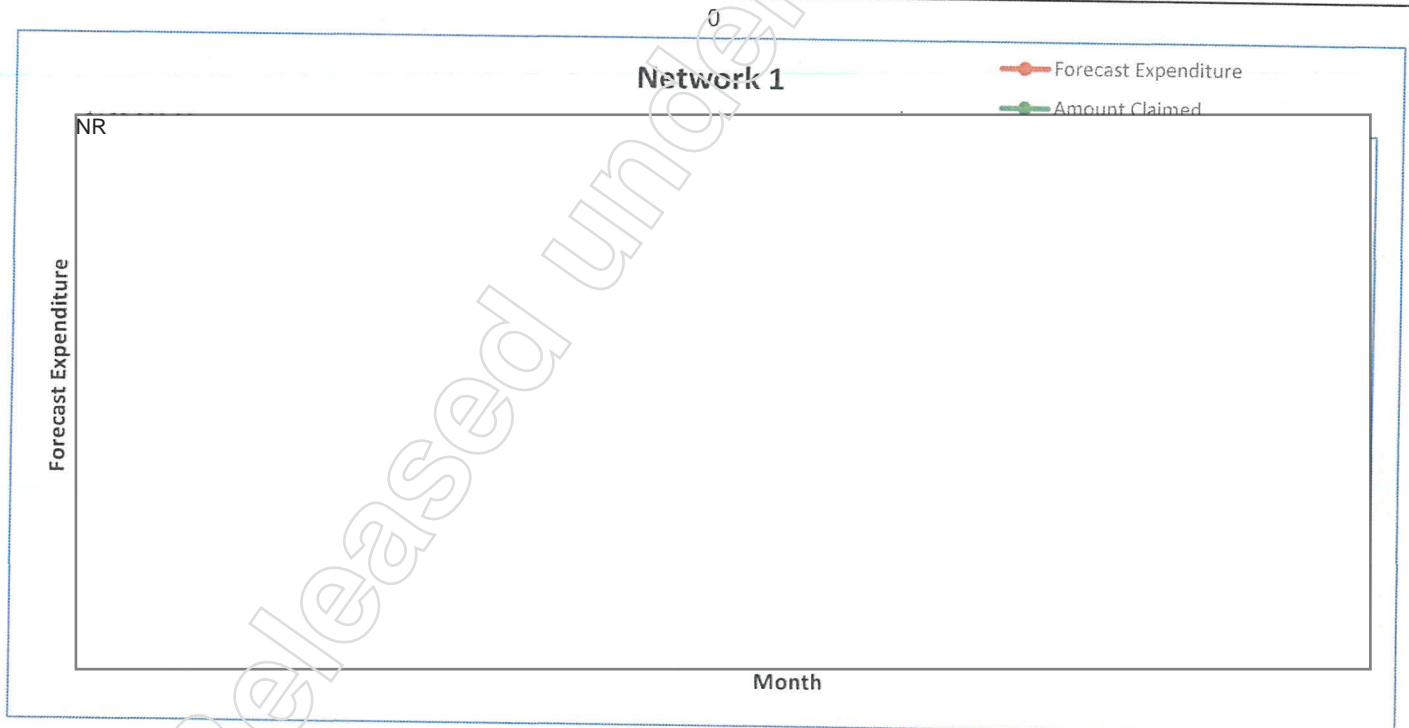
District

Northern

Network Schedule

1

Month	Period		Forecast Expenditure (Accumulative Total) (\$)	Amount Claimed for Month (\$)	Actual Expenditure (Accumulative Total) (\$)
	From	To			
1	1-Jul-2020	31-Jul-2020	NR	\$0.00	\$0.00
2	1-Aug-2020	31-Aug-2020		\$0.00	\$0.00
3	1-Sep-2020	30-Sep-2020		\$0.00	\$0.00
4	1-Oct-2020	31-Oct-2020		\$0.00	\$0.00
5	1-Nov-2020	30-Nov-2020		\$0.00	\$0.00
6	1-Dec-2020	31-Dec-2020		\$0.00	\$0.00
7	1-Jan-2021	31-Jan-2021		\$0.00	\$0.00
8	1-Feb-2021	29-Feb-2021		\$0.00	\$0.00
9	1-Mar-2021	31-Mar-2021		\$0.00	\$0.00
10	1-Apr-2021	30-Apr-2021		\$0.00	\$0.00
11	1-May-2021	31-May-2021		\$0.00	\$0.00
12	1-Jun-2021	30-Jun-2021		\$0.00	\$0.00



Authorisation

Name/Position

JENNA ORVIETI

Signature

NR

Date

28/05/20

Programmed Expenditure Flow RMPC



Queensland Government

C6088

Contractor

Hinchinbrook Shire Council

Invitation Number

233_2020/22

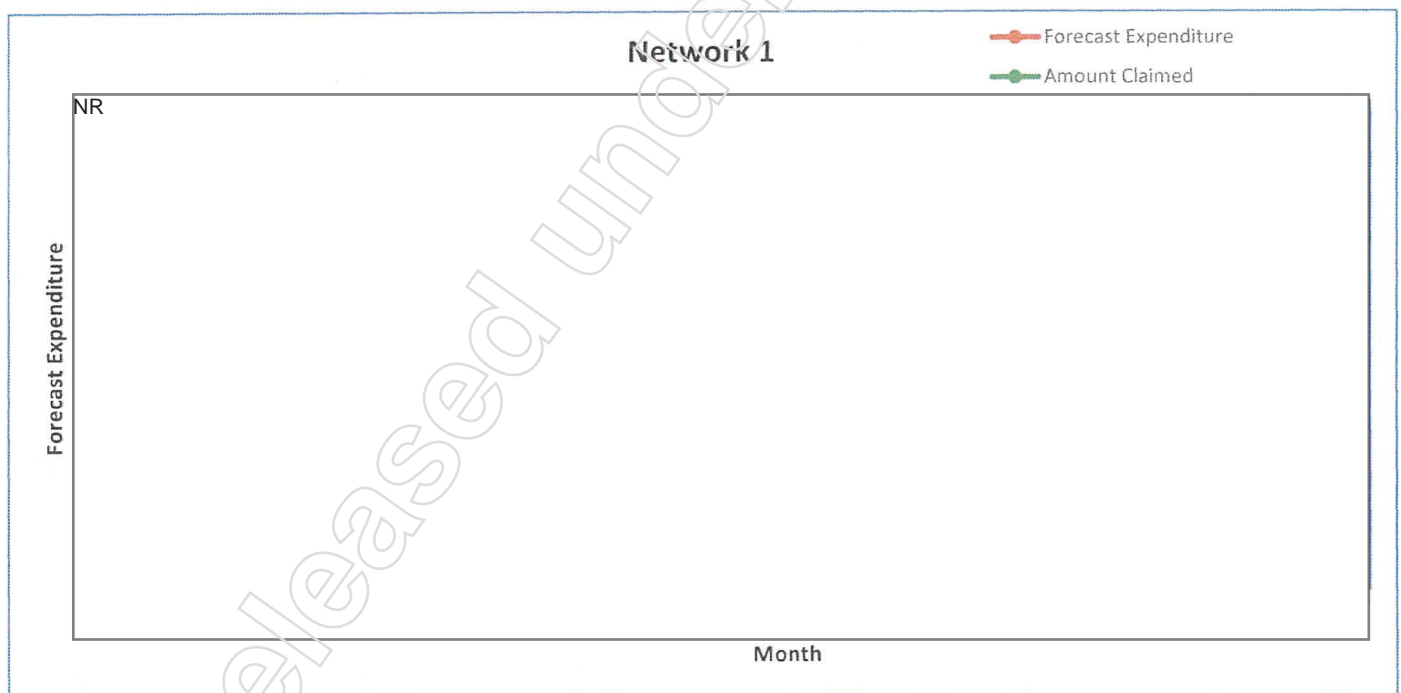
District

Northern

Network Schedule

1

Month	Period		Forecast Expenditure (Accumulative Total) (\$)	Amount Claimed for Month (\$)	Actual Expenditure (Accumulative Total) (\$)
	From	To			
1	1-Jul-2021	31-Jul-2021	NR	\$0.00	\$0.00
2	1-Aug-2021	31-Aug-2021		\$0.00	\$0.00
3	1-Sep-2021	30-Sep-2021		\$0.00	\$0.00
4	1-Oct-2021	31-Oct-2021		\$0.00	\$0.00
5	1-Nov-2021	30-Nov-2021		\$0.00	\$0.00
6	1-Dec-2021	31-Dec-2021		\$0.00	\$0.00
7	1-Jan-2022	31-Jan-2022		\$0.00	\$0.00
8	1-Feb-2022	29-Feb-2022		\$0.00	\$0.00
9	1-Mar-2022	31-Mar-2022		\$0.00	\$0.00
10	1-Apr-2022	30-Apr-2022		\$0.00	\$0.00
11	1-May-2022	31-May-2022		\$0.00	\$0.00
12	1-Jun-2022	30-Jun-2022		\$0.00	\$0.00



Authorisation

Name/Position

JENNA DEVIET

Signature

NR

Date

28/05/20

Programmed Expenditure Flow RMPC



Queensland Government

C6088

Contractor

Hinchinbrook Shire Council

Invitation Number

233_2020/22

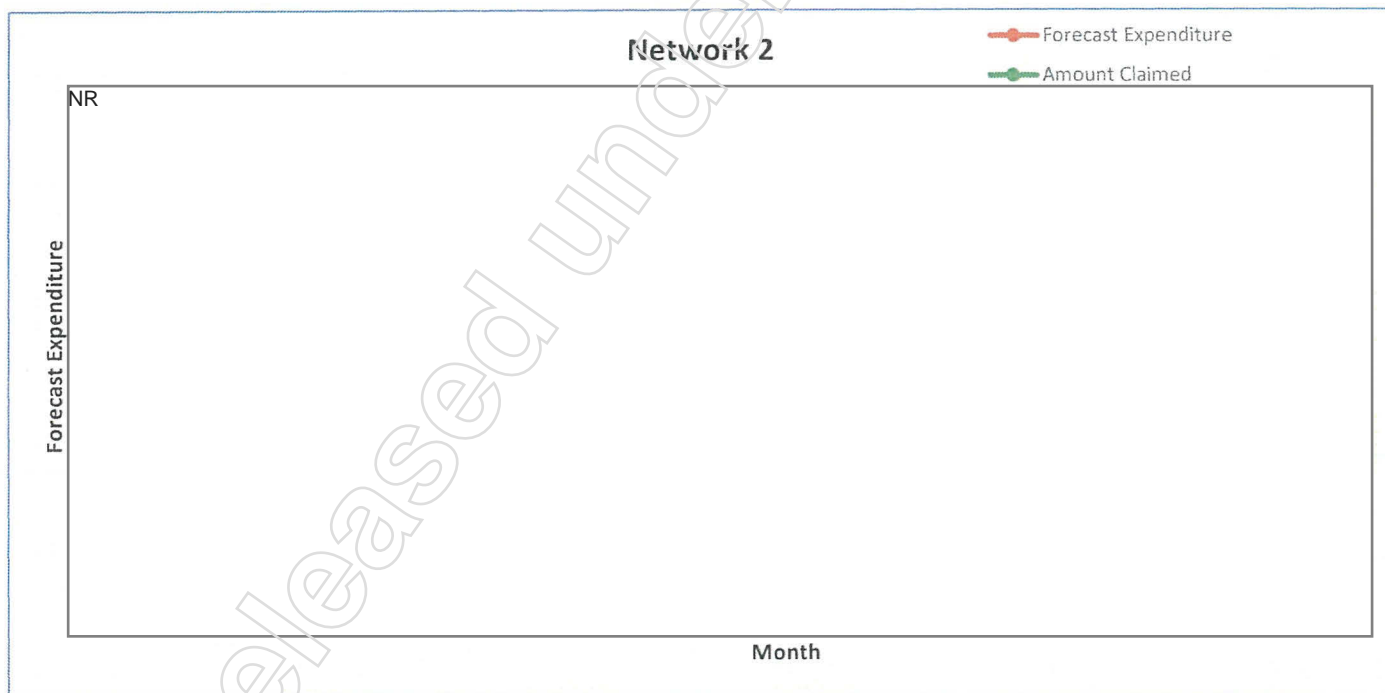
District

Northern

Network Schedule

2

Month	Period		Forecast Expenditure (Accumulative Total) (\$)	Amount Claimed for Month (\$)	Actual Expenditure (Accumulative Total) (\$)
	From	To			
1	1-Jul-2020	31-Jul-2020	NR	\$0.00	\$0.00
2	1-Aug-2020	31-Aug-2020		\$0.00	\$0.00
3	1-Sep-2020	30-Sep-2020		\$0.00	\$0.00
4	1-Oct-2020	31-Oct-2020		\$0.00	\$0.00
5	1-Nov-2020	30-Nov-2020		\$0.00	\$0.00
6	1-Dec-2020	31-Dec-2020		\$0.00	\$0.00
7	1-Jan-2021	31-Jan-2021		\$0.00	\$0.00
8	1-Feb-2021	29-Feb-2021		\$0.00	\$0.00
9	1-Mar-2021	31-Mar-2021		\$0.00	\$0.00
10	1-Apr-2021	30-Apr-2021		\$0.00	\$0.00
11	1-May-2021	31-May-2021		\$0.00	\$0.00
12	1-Jun-2021	30-Jun-2021		\$0.00	\$0.00



Authorisation

Name/Position

JENNA DEVLETT

Signature

NR

Date

28/05/20

Programmed Expenditure Flow RMPC



Queensland Government

C6088

Contractor

Invitation Number

233_2020/22

Hinchinbrook Shire Council

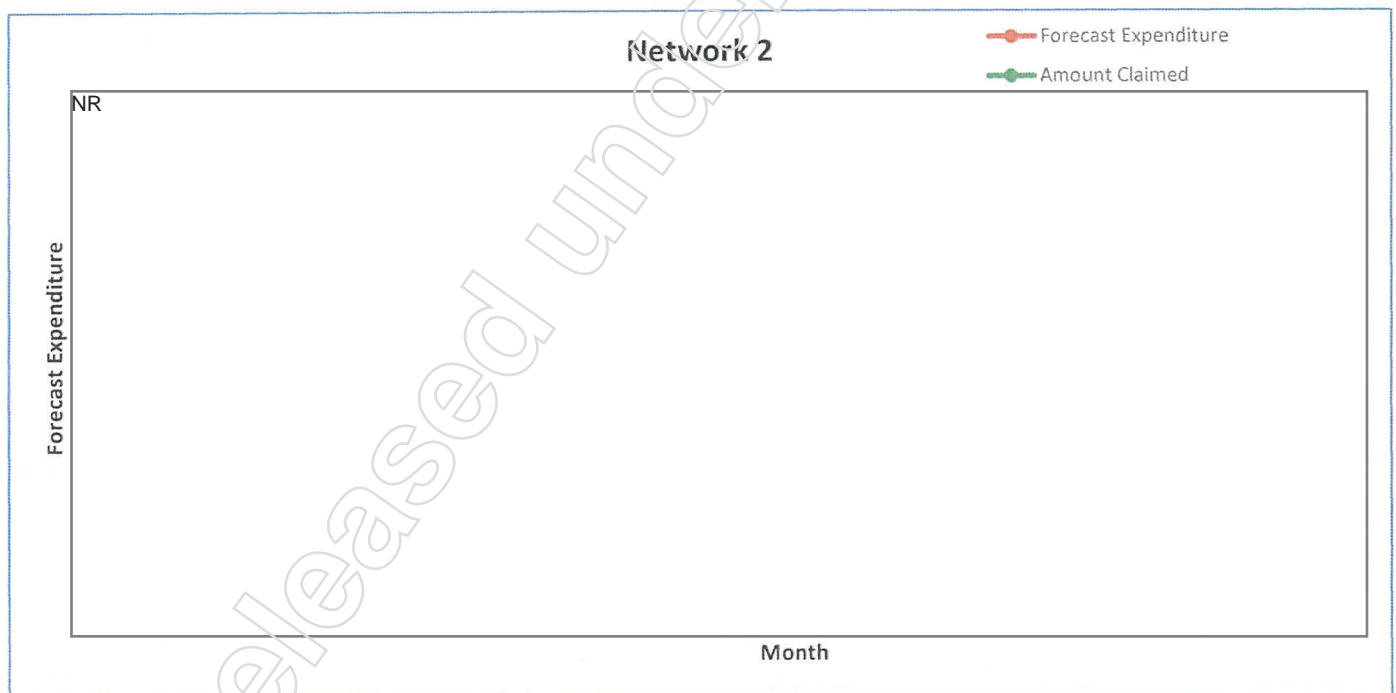
District

Northern

Network Schedule

2

Month	Period		Forecast Expenditure (Accumulative Total) (\$)	Amount Claimed for Month (\$)	Actual Expenditure (Accumulative Total) (\$)
	From	To			
1	1-Jul-2021	31-Jul-2021	NR	\$0.00	\$0.00
2	1-Aug-2021	31-Aug-2021		\$0.00	\$0.00
3	1-Sep-2021	30-Sep-2021		\$0.00	\$0.00
4	1-Oct-2021	31-Oct-2021		\$0.00	\$0.00
5	1-Nov-2021	30-Nov-2021		\$0.00	\$0.00
6	1-Dec-2021	31-Dec-2021		\$0.00	\$0.00
7	1-Jan-2022	31-Jan-2022		\$0.00	\$0.00
8	1-Feb-2022	29-Feb-2022		\$0.00	\$0.00
9	1-Mar-2022	31-Mar-2022		\$0.00	\$0.00
10	1-Apr-2022	30-Apr-2022		\$0.00	\$0.00
11	1-May-2022	31-May-2022		\$0.00	\$0.00
12	1-Jun-2022	30-Jun-2022		\$0.00	\$0.00



Authorisation

Name/Position

JENNA DEVIET

Signature

NR

Date

28/05/20

Daywork Schedule RMPC



Queensland Government

C6087

The Tenderer's attention is directed to the Invitation to Offer document and General Conditions of Contract. The following rates shall apply to Daywork performed in accordance with the General Conditions.

Labour Daywork Rates: The rates provided below must include, and will be deemed to include, all employment costs including, without limitation, all wages, salaries, leave allowances, bonuses, site mobilisation and disability allowances, workers' compensation insurance premiums, induction cost, payroll tax, fringe benefit tax, superannuation costs, travelling and accommodation costs, onsite and off-site overheads, administrative costs, site supervision, establishment costs, attendance and profit.

Plant Daywork Rates: The rates provided below must include, and will be deemed to include, all operation costs (employment costs including, without limitation, all wages, salaries, leave allowances, bonuses, site mobilisation and disability allowances, workers' compensation insurance premiums, induction costs, payroll tax, fringe benefit tax, superannuation costs, travelling and accommodation costs and the cost related to operating and maintaining of plant and equipment for the Daywork), all necessary safety equipment, overheads, administrative costs, site supervision, establishment and demobilisation costs, attendance and profit.

Please include mobilisation and demobilisation cost for light machineries and heavy machineries rate (\$/km) as two separate line items.

Invitation Number 233_2020/22

District Northern

Reference No.	Description	Unit	Daywork Rate (\$)	Stand-down Rate (\$)
DL1	Skid steer loader, up to 0.5 m3 bucket	hour	NR	
DL2	Wheel loader, up to 1.5 m3 bucket	hour		
DL3	Loader IT 1.9m3 93 Kw	hour		
DG1	Grader, engine min 80 Kw	hour		
DG2	Grader, engine min 95 Kw	hour		
DG3	Grader, engine min 110 Kw	hour		
DR2	Roller, SP multiwheeled 10 to 20 tonne	hour		
DR3	Roller, SP 3 point smooth drum (1.5 t 10 Kw)	hour		
DR4	Roller/Operator SP drum 10 t 145 hp	hour		
DT2	Truck, on road tipper 7 t min	hour		
DT4	Flocon truck	hour		

DT5	Tandem tip truck	hour	NR
DT6	Tandem tip truck, trailer and operator	hour	
DP1	Manager (inc vehicle)	hour	
DP2	Foreman (inc vehicle)	hour	
DP2.1	Leading Hand (inc vehicle)	hour	
DP3	Labourer	hour	
DP8	Ganger (inc truck)	hour	
DM1	Pedestrian roller (excl operator)	hour	
DM2	Vibrating plate compactor (excl operator)	hour	
DM3	Tractor with slasher (inc operator)	hour	
DM4	Ride-on mower (inc operator)	hour	
DM5	Hand mower (excl operator)	hour	
DM9	Temporary one-way traffic signals (excl operator)	hour	
DM16	Tractor with boom slasher (inc operator)	hour	
DM22	Backhoe	hour	
DM24	Rotary broom	hour	
DT3	Water truck (inc operator)	hour	
DT0	Truck crew cab/ganger 0.5 t	hour	
M3.5	Chainsaw (inc operator)	hour	
M3.6	Kwik cut saw (excl operator)	hour	
M3.8	Brush cutter (excl operator)	hour	
17.1	Truck (3.5t)	hour	
17.2	Line marking trailer (excl operator)	hour	
17.3	Line marking machine (excl operator)	hour	
17.4	Bobcat	hour	
17.5	Bobcat with profiler	hour	
17.6	Bobcat with sweeper	hour	
17.7	Excavator (50hp)	hour	

17.8	Excavator (100hp)	hour	NR
17.9	Excavator (150hp)	hour	
17.11	Excavator (200hp)	hour	
18.1	Bobcat with operator	hour	
18.2	Bobcat with profiler with operator	hour	
18.3	Bobcat with sweeper with operator	hour	
19.1	Traffic Control	hour	

Note:

- Any applicable stand-down rates should be included.

- Before executing the daywork activities prior agreement need to be made with the Principal

Authorisation

Name

Jenna Devietti

Position

Infrastructure Operations Manager

Signature

NR

Date

28/05/20