

Maintenance

Master Specification

M1 General Maintenance

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M1 General Maintenance

1 General

- 1.1 Maintenance Works shall comply with the following (in order of precedence):
- a) the DIT Maintenance Specifications, which comprise Parts M1 – M19 of DIT’s “Master Specification for Transport Infrastructure” (the Master Specifications);
 - b) the balance of the DIT Master Specifications;
 - c) standards, guidelines or codes referred to in the above documents;
 - d) relevant DIT Standard Drawings;
 - e) relevant DIT and EPA Codes of Practice / Operational Instructions; and
 - f) relevant Australian Standards.

Definitions

- 1.2 The following definitions apply to terms used in this Part:

Table M1 1-1 Definitions

Term	Definition
Abandoned	Refers to a vehicle which has been left within the road reserve and the owner is unknown.
Activity/Activities	Works or Services under the Contract undertaken by the Contractor. Often interchangeable with “Defect”.
Approved Product	A product accepted for use by the Principal.
Asset Data	Information required to manage the assets.
Asset Inspection(s)	Physical inspection of the asset.
Asset Inventory	List of all assets.
Asset Register	Database of all assets and their attributes including condition.
Asset(s)	Infrastructure owned by or under the care, control and management of the Principal.
Attendance Time	A time specified by the Principal for first attendance to a mechanical / electrical Defect. This attendance may be undertaken remotely.
Backlog	A Routine Maintenance Defect that has already reached CIL prior to commencement of the Maintenance Period; A Specific Maintenance Defect that has reached IL and has not been Ordered for repair.
Busway	A section of road or tracks set aside exclusively for buses. Does not include bus lanes that are defined only by pavement marking on the road.
Busway Corridor	Fence to fence parcel of land including busway track, grassed areas.
Clearance Envelope	Defined extent allowed for the clearance of vegetation.
Compulsory Intervention level	The condition at which a Defect requires immediate repair or intervention.
Condition Data	Asset Data defining the current condition of the asset.
Contract Zone	The geographical area where Works will be undertaken for the Contract.
Contractor’s Field Unit	A vehicle set up to undertake a specific set of maintenance activities.
Contractor’s Work Plan	Work plan submitted by the Contractor in response to the scope of Works for pavement marking.
Control of Access	Regulated road with controlled access for all forms of traffic.
Defect(s)	Failure or undesirable condition that is identified by measurable evidence during inspection. Often interchangeable with “Activity”
Defects Liability Period (DLP)	Means the DLP for Works and Services under the Contract undertaken by the Contactor.
defects liability period / third party defects liability period	defects liability period (lower case) refers to the defects liability period of Works by Others (e.g. utilities, third party developers).
Emergency Services	Public organisations responding to and dealing with emergencies when they occur such as police, fire service, ambulance or other

Term	Definition
End of Life	The point where an Asset has gone past its useful life (condition and performance based only)
Establishment Charges	All relevant set up / mobilisation and demobilisation costs.
EPA or SA EPA	South Australian Environmental Protection Agency
EU or US EPA	European Union or United States of America Environmental Protection Agency.
Excluded	Activity that is removed from the Routine Maintenance provisions.
Exempt	Activity that is removed from the Routine Maintenance provisions for a period of time.
Handover	To give all information, control and responsibilities to another party.
Inspection	A visual assessment of an Asset to gather information required or ensure compliance.
Intervention Level	The measure at which a Defect is noted during inspection for inclusion in Routine Maintenance programs.
Maintenance Activity/Activities	The actions required to be performed by the Contractor as defined throughout the specification.
Maintenance Clearance Envelope	Defined extent allowed for the clearance of vegetation.
Maintenance Defect Register (MDR)	The register of Defects maintained by the Contractor in accordance with the specification.
Maintenance Markers (MM)	Physical reference points used to define distances and points along a road.
Maintenance Period	The Contract term during which the responsibility for maintenance is allocated to the Contractor.
Maintenance Program	12 month forward schedule of all inspections, Works and Services developed by the Contractor.
Maintenance Schedule	The timing of planned preventative / programmed Maintenance Activities usually for Electrical / Mechanical Assets
Maintenance Specifications	DIT Master Specifications Parts M1-M19 that specifically relate to Maintenance Activities
Master Specification	DIT's "Master Specification for Transport Infrastructure", available from: https://dit.sa.gov.au/contractor_documents/masterspecifications
Ministerial	Written correspondence with a Government Minister
Mobilisation Period	The time between execution of the Contract and the commencement of Services by the Contractor during which the Contractor will prepare and establish all necessary resources.
National Highway	Principal maintained road funded by the Commonwealth Government
Non-pavement Activity	Routine maintenance activity that is not related to the road pavement or surface.
Non-Routine Maintenance	Maintenance activity that is not included in Routine Maintenance Services.
Out of District	Area of the State where under the Local Government Act 1999, there has been no Council created.
Pavement Activity	Maintenance Activity associated with the maintenance of the road pavement or surfacing.
Performance Framework	The framework for Key Performance Indicators (KPI's) and other criteria used to measure the performance of the Contractor
Performance Requirement	The minimum acceptable condition level following rectification of the identified Defect or completion of the Maintenance Activity.
Protect Actions	Environmental requirements for working within or near Roadside Significant Sites.
Response Time	A time specified by the Principal for rectification of a Defect
Road Classification System	A hierarchy system of Principal owned roads.
Road Running Distance (RRD)	Reference points used to define distances and points along a road.
Roadside Significant Sites	Defined areas where there are Sensitive Environmental and Heritage issues.
Rural Road	All Rural Arterial, Rural Connector and Access roads.

Term	Definition
Services	Activities performed under the Contract that are not physical site works, however, may be used interchangeably with "Works".
Service Covers	Pit / manhole / chamber covers etc. owned by public utilities within the road.
Shared Path	Includes cycle paths, multi-use paths, veloways but excludes bicycle lanes that are defined only by pavement marking on the road.
Staff	Means all personnel employed or contracted by the Contractor or its subcontractors for the Works or Services.
Stakeholder	A person or body with an interest or concern in the outcomes of the Works or Services or the road network.
Sustainability	Avoidance of the completion of the depletion of natural resources in order to maintain an ecological balance
Traffic Management Centre (TMC)	Traffic operations and control centre from which DIT operates and monitors the road network.
Unincorporated Area	Out of District areas. Areas of the State not covered by Local Government.
Urban Road	All Motorways, Urban Arterial and Urban Connector roads.
Utility Services	Infrastructure located within the road corridor directly associated with transmitting electricity or telecommunications or transporting gases, liquids or solids (such as water, sewerage, fuel and wastes).
Verification Period	An agreed time at the beginning of the Maintenance Period where the Contractor may be given relief from any Performance Framework while Asset Data is collected and familiarity with the Contract Zone and Assets increases.
Work Order	An order provided by the Principal to formally instruct Works or Services that are not Routine Maintenance Services or Cyclical Routine Maintenance Services.
Works	Activities performed under the Contract that are physical site works that may result in a change to the condition of Assets. Works may be used interchangeably with "Services".
Works by Others	Works undertaken by third parties not the Contractor.
Works Program	A detail program developed by the Contractor to show the timing and resources or Works.
Work Zone	A Principal nominated geographical work area for pavement marking.

DIT Standard Documents

- 1.3 DIT Standard Drawings are available from the following website:
<https://www.dit.sa.gov.au/standards>.
- 1.4 DIT's "Master Specification for Transport Infrastructure", is available from:
https://dit.sa.gov.au/contractor_documents/masterspecifications.
- 1.5 The DIT Approved Product list is available from:
https://www.dit.sa.gov.au/_data/assets/pdf_file/0012/330105/DIT_Approved_Products_Contract_Works.pdf
- 1.6 DIT Testing Procedures are available from:
https://www.dit.sa.gov.au/materials_technology_documents/test_procedures2.
- 1.7 Operational Instructions are available from: <https://www.dit.sa.gov.au/standards/tass>.

DIT Approved Products

- 1.8 The Works shall use DIT Approved Products where listed. The Contractor may submit a request for the approval of additional products. Any request for approval of additional products must include all necessary supporting information and will constitute a **Hold Point**. The Principal may approve or reject any proposed product at its discretion and is under no obligation to approve any such proposal for the convenience of, or to assist, the Contractor.

2 Quality Requirements

- 2.1 The Contractor shall prepare and implement a Quality Management Plan that includes detailed procedures, documentation and/or Work Instructions for all Parts or any other activities specified or as deemed necessary by the Superintendent.
- 2.2 If not provided beforehand, this documentation shall be submitted during the Mobilisation Period at least 28 days prior to the commencement of the Maintenance Period.

3 Risk Management

- 3.1 The Contractor must perform its obligations under the Contract to effectively manage risk.

Risk Management System and Plan

- 3.2 The Contractor must establish a risk management system for its activities under the Contract which meets the requirements of Clause 5 "Process" of AS/NZS ISO 31000: Risk Management.
- 3.3 The Contractor must prepare, implement, and update a Contract specific Risk Management Plan to identify and document how the Contractor will manage and control the risk of the Contractor's Activities.
- 3.4 The Risk Management Plan must include, but is not limited to:
 - a) the risk management methodologies and processes that will be applied to the Contract;
 - b) how the Risk Management Plan integrates with other Management Plans;
 - c) the method of review, audit and update of the Risk Management Plan and Register;
 - d) a methodology for managing records generated from the risk management process, including the status of risk treatments.
- 3.5 Submission of the Risk Management Plan shall constitute a **Hold Point**.

Risk Register

- 3.6 The Contractor must prepare, implement, and update a Contract specific Risk Register to record the risk identification, analysis, evaluation, treatment and management responsibility in regard to:
 - a) all Works and Services under the contract;
 - b) safety / quality / environment;
 - c) commissioning, asset management and operations; and
 - d) contractual requirements.
- 3.7 The Risk Register is to record any residual risks that remain on completion of any Works or Services.
- 3.8 The Contractor is to regularly review the Risk Register and provide updates at intervals as agreed with the Principal.
- 3.9 Submission of the Risk Register shall constitute a **Hold Point**.

4 Working Days and Hours of Work

- 4.1 For the purpose of administration of the Contract, ordinary working days and customary working hours will be those nominated in the **Contract Specific Requirements**.
- 4.2 Unless otherwise specified in the Contract and subject to obtaining all required permits and approvals from TMC, the Contractor may perform the obligations under the Contract at any time of any day.
- 4.3 Separate payment will not be made for Works undertaken outside of customary working hours.

5 Proprietary Names not to be Displayed

- 5.1 Advertising markings and proprietary names of a permanent nature shall not be applied to any materials where these markings will be visible in the completed works.

6 Manufacturer's Instructions

- 6.1 Where specified that work shall be carried out in accordance with the "Manufacturer's Instructions" at least 5 working days prior to the use of the product the Contractor shall provide 2 copies of all relevant instructions and performance criteria provided by the manufacturer. Provision of the instructions shall constitute a **Hold Point**.

7 Mandatory Resources

- 7.1 The Contractor shall nominate and maintain access to specific resources to meet the requirements of the work under this Contract including works that may arise vide M2 Clause 6 "Emergency Management".

8 Key Personnel

- 8.1 The Contractor shall ensure that Key Personnel meet the following minimum requirements:

Table M1 8-1 Key Personnel Requirements

Title	Qualifications	Experience Required (min.)	Time Required on Site
Contractor's Representative (CR)	Professional Engineer or equivalent professional	10 years of on-site work of a similar magnitude and complexity.	
Maintenance Manager (Civil)	Professional Engineer (Civil or Structural)	10 years of on-site work of a similar magnitude and complexity.	
Maintenance Manager (Electrical / Mechanical / ITS)	Professional Engineer (Electrical / Electronic or Mechanical)	10 years of on-site work of a similar magnitude and complexity.	
Site Supervisors	Relevant technical / Supervisor qualifications	5 years of on-site work of a similar magnitude and complexity.	During customary working hours.
Quality Management Representative (QMR)	Qualifications in Quality Management	5 years of on-site work of a similar magnitude and complexity.	The QMR is not required to be based permanently on site when works are in progress but shall be on site when critical activities are being undertaken.
Site Safety Representative (SSR)	Qualifications in Safety Management	5 years of on-site work of a similar magnitude and complexity.	The SSR is not required to be based permanently on site when works are in progress but shall be on site when critical (e.g. high risk) activities are being undertaken.
Environmental Management Representative (EMR)	Recognised tertiary environmental qualification	10 years of on-site work of a similar magnitude and complexity.	The EMR is not required to be based permanently on site when works are in progress but shall be on site when critical (e.g. high risk) activities are being undertaken.

- 8.2 The Contractor's Representative may be the Quality Management Representative. Other positions shall be filled by separate individuals.

- 8.3 Maintenance Manager (Electrical / Mechanical / ITS) is required only when applicable to Contract scope.

Training

- 8.4 The Contractor shall provide all training for all Staff and persons engaged to complete the Works.
- 8.5 The Contractor shall provide and record training, including but not limited to:
- a) inductions and Work Health and Safety (WHS) training;
 - b) inductions on environmental systems;
 - c) inductions on stakeholder engagement;
 - d) achieving the competencies required to carry out the Works;
 - e) to address gaps or deficiencies in competencies; and
 - f) training delivered by the Contractor.
- 8.6 The Contractor must ensure that all the above requirements are also addressed and implemented by subcontractors where relevant.

9 Utility Services

General

- 9.1 The Contractor must:
- a) liaise with Service Authorities to confirm the location of any Utility Services which are likely to be affected by the Works;
 - b) liaise with Service Authorities and regularly inspect the site for the purpose of checking whether any Utility Services, not previously identified, are in existence;
 - c) arrange for the determination of the accurate location of services whenever necessary; and
 - d) liaise with Service Authorities or any Industry Regulator regarding their requirements (such as clearance or cover).
- 9.2 The Contractor shall be liable for any damage to Utility Services resulting from the Works unless:
- a) a Service Authority has failed to identify a Utility Service or has incorrectly located a Utility Service within reasonable tolerance; and
 - b) the Contractor has taken all reasonable steps to physically locate the Utility Service.
- 9.3 The Contractor shall keep the Superintendent fully informed of the progress and status of its liaison or negotiations with Service Authorities and works associated with Utility Services.
- 9.4 The Contractor shall allow Service Authorities or their authorised representatives reasonable access for the purpose of locating, relocating, modifying, or installing Utility Services. The Contractor must ensure that access to fire hydrants is maintained at all times.

Costs Incurred by the Contractor

- 9.5 The Contractor is deemed to be fully informed as to the nature and extent of the work necessary to accommodate the requirements of Service Authorities.
- 9.6 The Contractor is deemed to be aware of the policies of the Service Authorities in regard to:
- a) the locating of services and the costs thereof; and
 - b) using appropriately trained and/or accredited personnel to perform work which affects the Utility Services.
- 9.7 Costs incurred for the following shall be borne by the Contractor:
- a) liaison and negotiation with Service Authorities;

- b) locating Utility Services;
 - c) implementation of temporary protective measures or restrictions required by the Service Authorities during construction or maintenance;
 - d) those incurred from staging, loss of productivity, rework, inefficiency, or delay of the Contractor's Works resulting from the presence of Utility Services; and
 - e) relocation or protective measures required because of temporary works.
- 9.8 Separate payment will not be made for these costs.
- 9.9 This Clause does not apply to service relocations which form part of the scope of Minor Capital Works Proposals (MCWP).

Adjustments to Existing Penetrants

- 9.10 As a result of any maintenance or capital works, the Contractor shall undertake adjustments to existing penetrants (e.g. inspection pits, top stones and sewer lids) which are affected by the Works so that the final position of penetrants corresponds with the final surface of the wearing course. The top edge shall be flush with the final surface with a maximum deviation of 5 mm in all directions at any point as measured with a 1.2 m straight edge, centred over the penetrant.

SA Water

- 9.11 Adjustment work shall be undertaken in accordance with SA Water Standard TS 0521 Raising and Lowering of Access Covers available from https://www.sawater.com.au/_data/assets/pdf_file/0016/218023/SAWS-ENG-0521.pdf and Clause 9.10 "Adjustments to Existing Penetrants".
- 9.12 Final adjustments to lids within the pavement shall be completed prior to the application of the surface course.

10 Advertising and Election Bills on Road Reserve

- 10.1 The Contractor shall report to the Superintendent, any moveable signs (advertising or election bills) within the road reserve that unreasonably:
- a) restricts the use of the road;
 - b) endangers the safety of the members of the public / road users; or
 - c) may constitute a traffic hazard.
- 10.2 In addition to moveable signs installed, the Contractor shall also report to the Superintendent all advertising signs installed within the road reserve. This shall include signs affixed to roadside furniture or free standing signs.

11 Protection of Works, Waterways and Reinstatement of Damage

- 11.1 The Contractor shall construct the Works to ensure that materials (including subgrade) do not become unsuitable or damaged by the Contractor's work methods or insufficient protective measures. This includes, but is not limited to:
- a) constructing the works so as to be free draining; and
 - b) maintaining the works so as to prevent deterioration in material properties between testing or acceptance of the work and subsequent work commencing.
- 11.2 Additional payment will not be made where any additional work or additional materials are required:
- a) to comply with this Clause; or
 - b) as a result of the Contractor's work methods.

- 11.3 Over-excavation (i.e. the Contractor excavates deeper or wider than the dimensions specified) is deemed to be included in Clause 11.2b) above.
- 11.4 The Contractor shall also be fully informed with regard to the rise and fall of water levels of adjacent waterways in-so-far as it may affect the Works.
- 11.5 The Contractor shall not obstruct any waterway, except for such temporary works as may be approved in writing by the appropriate drainage authority.
- 11.6 The Contractor shall make the necessary provisions and shall carry out the Works in such a manner and in such order as to ensure that no heading up of floodwaters in existing, new drains, gutters or table drains shall arise.
- 11.7 The Contractor shall be responsible for damage to the Works or the Contractor's plant or materials due to flooding or any other storm events.

12 Materials

Materials Supplied by the Principal

- 12.1 If any spares or materials are to be supplied by the Principal they will be agreed during the Mobilisation Period and the Contractor shall, in the presence of the Superintendent, inspect all items supplied by the Principal. The Contractor shall issue the Superintendent with a receipt for these items and shall thereafter be responsible for their care, use and performance.
- 12.2 All other materials shall be supplied by the Contractor.

Proprietary Products

- 12.3 Where a proprietary product is specified in the Contract Documents, that product shall be used in accordance with the manufacturer's instructions unless specified otherwise.
- 12.4 Alternatives to specified products that provide at least the same performance standard will be considered, provided that sufficient information is submitted to the Superintendent. The Superintendent may approve or reject any proposed alternative product and will be under no obligation to approve any such proposal for the convenience of, or to assist, the Contractor.

Road Making Materials

- 12.5 The Contractor shall ensure that all materials for this Contract comply with the DIT Master Specifications.
- 12.6 Where road making materials from two or more sources are to be used on site the different materials shall be used in clearly definable separate sections of work to allow material testing to be carried out for each material.

Water

- 12.7 Water for maintenance works or construction, when not sourced from a SA Water pipeline, shall comply with the following requirements:
- water for pavement construction shall not contain more than 10 000 ppm total dissolved salts;
 - where the Contractor cannot practicably meet the above limit on dissolved salts, the approval of the Superintendent shall be sought in writing for the use of an alternative. Submission of details of the alternative shall contain the proposed source of water, its salt composition (types of salts and quantities), and the modifications to the design and construction methods proposed to ensure a satisfactory outcome;
 - submission of details of alternatives shall constitute a **Hold Point**; and
 - where possible, the Contractor shall investigate options to implement the use of sustainable water sources as an alternative to potable and prescribed water sources.

- 12.8 Where the Contractor proposes an alternative to water sourced from SA Water mains supply for the sealed road network, the Contractor shall obtain all approvals, licences or permits that are required to extract water or to construct a bore, prior to water extraction.
- 12.9 The Contractor shall be responsible for adhering to permanent water conservation measures and any current SA Water restrictions during the Contract.

Reclaimed Asphalt Pavement (RAP)

- 12.10 The maximum percentage of RAP as specified in RD-BP-S2 “Supply of Asphalt” can be used.
- 12.11 Notwithstanding RD-BP-S2 “Supply of Asphalt”, for maintenance patching of the wearing course less than 20 m² (i.e. for PN Activities), up to 50% RAP may be used.
- 12.12 DIT approved mix designs must be used for all works.

13 Weighting of Material

- 13.1 This Clause applies only if separate payment is to be made per tonne for materials.

Weighing of Materials

- 13.2 The Contractor shall weigh all materials that are to be paid for separately per tonne at a licensed weighbridge and shall supply weigh notes to the Superintendent on delivery of the material on site.

Method of Measurement

- 13.3 The Contractor shall provide completed standard forms for each load that is weighed and advise the Superintendent of the format of the proposed forms prior to the commencement of weighing. Vehicles using the weighing devices shall be tared daily.
- 13.4 The Superintendent may check the weighing on any loads. In the event of any shortage in masses, the Superintendent shall determine a proportionate reduction of all material supplied between the time of the check weighing and any previous check.
- 13.5 Should the weighbridge or weighing device become inoperative or is recording incorrectly, the Contractor shall immediately propose an alternative method of weight measurement and shall not proceed until the method has been accepted by the Superintendent.

Payment by Dry Mass

- 13.6 Payment will be made on the basis of the dry mass of material delivered. The adjustment for moisture content shall be made daily in accordance with the following formula:

$$m_{\text{corrected}} = \frac{A \times 100}{B + 100}$$

where $m_{\text{corrected}}$ = corrected (dry) mass

A = number of tonnes of wet material for the day as measured by the weighbridge.

B = average moisture content for the same day.

- 13.7 The Contractor shall supply NATA certified test results for moisture content determined in accordance with AS 1289 2.1.1 from 5 samples taken from delivery vehicles at a regular time interval over a normal working day. For delivery of materials over periods of less than a normal working day the Contractor shall take moisture samples at intervals of no greater than one hour for the determination of moisture content.

14 Test Procedures

- 14.1 The Contractor must use appropriate Test Procedures (TP) where referenced in the Specification to verify conformance with the Specification. In the absence of an appropriate Test Procedure an Australian Standard shall be used.

15 Measurement

- 15.1 Unless otherwise specified all measurements shall be net, any custom to the contrary notwithstanding.
- 15.2 Payment will only be made for conforming lots.
- 15.3 Volumetric quantities shall be measured as follows:
- a) excavation - the solid volume of excavation material determined from the shape and dimensions given in the Contractor's Work Order and work plan which are to be approved by the Superintendent.
 - b) pavement courses - the compacted volume of material determined from the shapes and dimensions in the Work Order.
- 15.4 Where, after a work item has commenced, it is found necessary to modify the dimensions of the repair, the quantities shall be based on the modified dimensions provided that such quantities do not exceed 150% of those determined and approved for that repair.
- 15.5 Where the modified quantities for any repair are likely to exceed 150% of the approved quantities, the Contractor shall immediately seek approval of the Superintendent to complete the modified design and use the additional quantities before proceeding with the work.

16 Clearance from Landholders

- 16.1 Unless specified otherwise, it is the Contractor's responsibility to make any arrangements necessary for access to private land.
- 16.2 The Contractor shall use best endeavours to obtain from all landholders whose properties have been affected by the Contractor or the Contractor's Works, a written statement that the landholder's property has been left in a satisfactory and safe condition.

17 No Marking

- 17.1 The location and extent of pavement Defects shall not be marked on the pavement unless agreed otherwise with the Superintendent.

18 Rail Interface

- 18.1 Defects occurring between the rails and from the outer rail for a distance of 3.0 m at all railway crossings relating to all Maintenance Activities are excluded from the scope of the Contract. The Contractor shall notify the relevant rail authority where defects are identified within this area.

19 Rail Corridor Access

- 19.1 If the Contractor requires access to undertake Work within or in close proximity to any rail corridor, the Contractor must first obtain access approval from the applicable rail authority. The Contractor must adhere to all current access approval conditions and processes, and obtain all required licences including rail safety awareness training.
- 19.2 No additional payment will be made for the Contractor to comply with the requirements of rail authorities for access to undertake Works.
- 19.3 Information on the access requirements for the Adelaide Metropolitan Passenger Rail Network can be found at: https://www.dit.sa.gov.au/rail_network_access.

20 Impact of Works on Electrical Assets

- 20.1 Where Works will or may affect electrical assets such as in-pavement lighting, vehicle detectors or other traffic sensing/monitoring devices, the Contractor shall provide the TMC with an accurate

schedule of works, which includes the anticipated times that these assets will be affected and reinstated. Reinstatement of any assets rendered inoperable by any Works is the responsibility of the Contractor.

- 20.2 The Contractor is informed that Motorways may have subsurface detector loops installed and that the location of these loops is not obvious from inspecting the road surface. It is the Contractor's responsibility to ensure that the location of any such loops and associated feeder cables is identified and marked prior to any Works commencing.

21 Fire Prevention

- 21.1 The Contractor shall comply with the Fire and Emergency Services Act 2005 (SA). If any of the Work under Contract takes place during the Fire Danger Season, the Contractor's Quality Management Plan, Environmental Management Plan or Work Health and Safety Management Plan shall include procedures / instructions which address the following at a minimum:

- a) training of personnel;
- b) monitoring the declaration of Total Fire Ban days;
- c) liaising with the Country Fire Service, Metropolitan Fire Service and / or local council;
- d) applying for all required permits;
- e) implementing measures to identify and mitigate fire hazards;
- f) working on Total Fire Ban days;
- g) ensuring grinders, welders, chainsaws, grass trimmers, lawn mowers, slashers or similar equipment are only used in accordance with the requirements the Fire and Emergency Services Act;
- h) emergency response in the event of a fire; and
- i) all other relevant requirements of the Fire and Emergency Services Act.

- 21.2 The Contractor shall:

- a) ensure that any vehicle driven off road has a compliant exhaust system;
- b) provide each work crew with appropriate extinguishers and firefighting equipment;
- c) notify the Superintendent if it intends to work on days of high fire danger;
- d) provide the Superintendent with a copy of any permit obtained for the work under the Contract;
- e) ensure that any fire (where permitted under the Contract) complies with the requirements the Fire and Emergency Services Act; and
- f) immediately notify the Superintendent in the event of any unplanned fire initiated at any work site.

22 Hold Points

- 22.1 The following is a summary of Hold Points, vide PC-QA1 "Quality Management Requirements", referenced in this Part:

Table M1 22-1 Hold Points

Document Ref.	Hold Point	Response Time
1.2	Request for approval of additional Approved Products	5 Working Days
3.5	Submission of Risk Management Plan	10 Working Days
3.9	Submission of Risk Register	10 Working Days
6.1	Manufacturer's Instructions	5 Working Days
12.7c)	Water	5 Working Days

23 Verification Requirements and Records

23.1 The Contractor shall supply the following documentation to demonstrate that the requirements of this Part have been complied with and where appropriate, supply the documentation with the lot package.

Table M1 23-1 Verification Requirements and Records

Document Ref.	Subject	Record to be Provided
12.1	Materials Supplied by the Principal	Receipt for spares and materials
12.7	Water not sourced from SA Water pipelines	Dissolved Salt Content
13.2	Materials paid for by weight	Standard Forms / Cartnotes
13.6	Materials paid for by weight	Moisture Content Records
16	Clearances from Landholders	Statement of clearance from Landholder
21	Fire Prevention	Approved permits