

DPTI Procurement & Contracting

Contractor Prequalification Scheme

Bituminous Works – Guidelines, Conditions and Application Form

PART 1: INTRODUCTION

The Department for Planning, Transport and Infrastructure (DPTI) is responsible for the management of the arterial road network in South Australia. Companies wishing to supply and place asphalt, spray seals and slurry/microsurfacing for DPTI, or to roadworks contractors who are building roads for DPTI, must be prequalified.

Prequalification is available in the following categories:

Category	Type of Work	Typical Value of Work (\$,000)
A1	Asphalt – Placement Only	< 250
A1	Asphalt – Supply & Place	< 250
A2	Complex Asphalt – Supply & Place	> 250
S1	Spray Seal Surfacing	< 200
S2	Complex Spray Seal Surfacing	> 200
C1	Thin Shape Correction	< 200
C2	Complex Thin Shape Correction	> 200

In addition to contract value, risk and complexity will be taken into account when DPTI assigns the prequalification category to the contract.



Prequalification at the higher level will automatically qualify a company to tender for lesser value works.

Where a company is prequalified for asphalt placement only, the asphalt must be supplied by company prequalified for asphalt production. The Thin Shape Correction categories are restricted to slurry / microsurfacing, while thin asphalt is included in Category A2.

Prequalification to categories A1 or A2 does not automatically extend to mobile production plant. If a company proposes to use mobile plant, it must provide evidence that the relevant requirements specified in Part 3, Items 12 "Asphalt Production - Plant and Resources" and 13 "Asphalt Production - Systems" will be achieved by the mobile plant prior to the commencement of production.

Once prequalified, companies are subject to ongoing review by DPTI to ensure that the information submitted in their application remains valid and that they have performed satisfactorily when awarded contracts.

The purpose of the prequalification scheme is to reduce the effort of the Industry and individual Companies at the time of tender and minimise risks to DPTI. The scheme aims to facilitate, but not replace, tender assessment for individual projects.

PART 2: APPLICATION

Companies are invited to apply for prequalification by completing the application form (available from http://www.dpti.sa.gov.au/contractor_documents/prequalification) and attaching the information described in Part 2 "Information to be Submitted and Assessment Criteria".

The Application Form and Attachments must be submitted in accordance with the instructions on the Application Form.

Enquiries may be directed to the above email address or to:

For asphalt work: Senior Asphalt Engineer, Phone: (08) 8343 2507

For other work: Supervising Surfacing Engineer, Phone: (08) 8343 2221

Department for Planning, Transport, and Infrastructure,
77 Grenfell St, Adelaide, SA, 5000.

Applicants and prequalified contractors are required to comply with the DPTI Conditions of Prequalification, available from:

http://www.dpti.sa.gov.au/contractor_documents/prequalification

Details of the review and appeal process are also included in the above document.



Please provide the information listed in the column "INFORMATION TO BE SUBMITTED BY APPLICANT" in the following table:

		<i>These columns for DPTI use only</i>			
SUBJECT	INFORMATION TO BE SUBMITTED BY APPLICANT	MINIMUM REQUIREMENT For A1, S1 and / or C1	Meets Requirement? (Yes / No)	MINIMUM REQUIREMENT For A2, S2 and / or C2	Meets Requirement? (Yes / No)
(1) COMPANY STRUCTURE	Outline of company structure and ownership	For information only.		For information only.	
	Organisational Chart showing key personnel, including Company Directors, Operations Managers, Project Managers, key professional staff, & key site supervisory staff.	For information only.		For information only	
(2) INSURANCE	Evidence of Insurance Policies and certificates of currency	\$10,000,000 Public Liability insurance.		\$10,000,000 Public Liability insurance.	
(3) COMPANY PERSONNEL AND COMPETENCY	CV's for key staff, clearly setting out levels of experience / qualifications in (at the minimum the bituminous industry including: <ul style="list-style-type: none"> experience/capability on projects of similar complexity and value to the category being applied for; experience in traffic management in accordance with AS 1742.3 for light and heavy traffic conditions; completion of a course in "Work Zone Traffic Management"; Any evidence of training ie relevant to the area, including training plans. 	<i>Note: the following requirements only apply to staff nominated to work on DPTI projects:</i>			
		Senior manager has at least 5 years experience in the bituminous industry or similar.		Senior manager has at least 7 years experience in the bituminous industry or similar.	
		Adequate professional and technical resources available, commensurate with size of organisation.		Adequate professional and technical resources available, commensurate with size of organisation.	
		Key Professional Staff have more than 3 years professional experience in the bituminous industry.		Key Professional Staff have more than 5 years professional experience in the bituminous industry.	
		Number of experienced Supervisors appropriate for size of contracts undertaken by company.		Number of experienced Supervisors appropriate for size of contracts undertaken by company.	
		Senior supervisors have at least 3 years experience in the bituminous industry or similar.		Senior supervisors have at least 5 years experience in the bituminous industry or similar.	
(4) COMPANY WORK HISTORY	Details of completed relevant contracts in the last 3 years, including: <ul style="list-style-type: none"> Project Name & Description; Contract type; Client Name and contact details of a Referee; Date for Practical Completion; Detail the conditions of contract used by the company for its subcontracts, and the extent of their use; Details of asphalt mixes registered with DPTI (A1 and A2 only); Details of level of experience with the supply, manufacture and application of various binder types ie (PMB's, Crumb Rubber, Emulsions etc); Date of Practical Completion and relevant details if the Date for Practical Completion was not met; Initial and final Contract Sum.. 	Evidence of successful completion of relevant bituminous contracts over the past 3 years.		Evidence of successful completion of bituminous contracts over the past 3 years as follows: <ul style="list-style-type: none"> Exceeding \$75,000 if already Prequalified to A1, S1 or C1, Exceeding \$400,000 if not Prequalified to A1, S1 or C1. 	
		Evidence of successful completion of bituminous contracts in medium traffic conditions.		Evidence of successful completion of bituminous contracts in heavy traffic conditions (eg arterial roads).	
		Satisfactory knowledge / understanding of DPTI specifications or equivalent		Evidence of successful completion of contracts with liaison with local business / community.	
				Satisfactory knowledge / understanding of DPTI specifications or equivalent	

		<i>These columns for DPTI use only</i>	
	If these contracts are not for DPTI or another State Road Authority, provide evidence of knowledge and understanding of DPTI specifications		
(5) SUBCONTRACTORS	Details of approach to managing subcontractors	Demonstrated ability to manage work as a prime contractor plus some level of experience in subcontracting.	Demonstrated performance in managing and fair dealing with sub-contractors.
(6) SCHEDULING SYSTEMS	Outline of the scheduling systems used by the company for programming of the works	Appropriate scheduling systems in place and staff with scheduling expertise.	Appropriate scheduling systems in place and staff with scheduling expertise.
(7) TRAINING	Outline of the company's training plan to ensure that personnel have the appropriate skills and records of training.	Staff have undertaken appropriate training, including AAPA competency based training for critical processes and White Card training.	Supervisors and Staff have undertaken appropriate training, including AAPA competency based training for critical processes and White Card training..
(8) PARTNERING	The company's policy on partnering including your understanding of partnering, and what your company can contribute to a partnering relationship.	No requirements	Satisfactory understanding and approach to Partnering
(9) QUALITY MANAGEMENT	Copy of certification of quality management system;.	Certified quality system to recognised a standard (eg CCF IMS or AS / ISO 9001)	Certified quality system to AS / ISO 9001
(10) ENVIRONMENTAL MANAGEMENT	Copy of certification of environmental management system (EMS).	Certified EMS to recognised a standard (eg CCF IMS or AS / ISO 14001)	Certified EMS to AS 14001
(11) WORK HEALTH & SAFETY (WHS)	Copy of certification of WHS management system.	Certified WHS management system to recognised a standard (eg CCF IMS or AS / ISO 48001)	Certified WHS management system to AS 48001
	Workcover Registration Number, Certificate of Currency for Workers Compensation and a copy of the annual Workcover renewal notification.	Satisfactory certification	Satisfactory certification
	If an Infringement Notice under the WHS Act has been issued in the last 2 years, details of the Notice and evidence that Corrective Action has been implemented.	A satisfactory response to any an Infringement Notice under the WHS Act and evidence that Corrective Action has been implemented	A satisfactory response to any an Infringement Notice under the WHS Act and evidence that Corrective Action has been implemented

APPLICATIONS FOR A1 AND A2
Plant , Technical Resources and Systems to Meet Part R27 Requirements for Asphalt Production
(not required if prequalification for placement only is being sought)

SUBJECT	INFORMATION TO BE SUBMITTED BY APPLICANT	MINIMUM REQUIREMENT FOR A1	MINIMUM REQUIREMENT FOR A2
(12) ASPHALT PRODUCTION – PLANT & RESOURCES	Detailed description of major plant, facilities and other resources to demonstrate compliance with the requirements specified. (information is to include age of plant, capacity, dimensions, last calibration etc.). Details of the testing facility, including evidence of accreditation, for the test methods required in the DPTI Master Specification.	Track record & capacity to successfully manage the procurement of Aggregate and Bitumen.	Track record & capacity to successfully manage the procurement of Aggregate and Bitumen
		Demonstrated capacity to sample aggregates and bitumen and provide audit samples to required standards	Demonstrated capacity to sample aggregates and bitumen and provide audit samples to required standards
		Type, size and performance of plant appropriate for size of contracts undertaken by company.	Type, size and performance of plant appropriate for size of contracts undertaken by company. Capacity to add RAP into Asphalt mixes.
		Demonstration capacity to sample asphalt and provide audit samples to required standards.	Demonstration capacity to sample asphalt and provide audit samples to required standards.
		Laboratory Facility: <ul style="list-style-type: none"> • accredited with NATA for relevant tests, • Ability to prepare asphalt mix designs for dense mixes. 	Laboratory Facility: <ul style="list-style-type: none"> • accredited with NATA for relevant tests, • Ability to prepare asphalt mix designs for dense and other specialist mixes.
		Appropriate asphalt aggregate and bitumen transport equipment.	Appropriate asphalt aggregate and bitumen transport equipment.
(13) ASPHALT PRODUCTION - SYSTEMS	Copy of Process Control documentation, including procedures, Inspection and Test Plans, Corrective Action Requests, audit results and Quality Records.	Process Control Procedures to include: <ul style="list-style-type: none"> • Charting of Production Test Results, • Plant Capability analysis. 	Process Control Procedures to include: <ul style="list-style-type: none"> • Plant Schematic Diagram, • Mixing process Schematic, • Selection, documentation and real time charting of critical elements, • Calibration of plant incoming materials to target outputs, • Demonstration that plant meets DPTI requirements, • Plant Capability analysis. • Mix Design Procedures • Manufacture of Mixes Procedures

APPLICATIONS FOR A1 AND A2
Plant , Technical Resources and Systems to meet Part R28 Requirements for Asphalt Placement

SUBJECT	INFORMATION TO BE SUBMITTED BY APPLICANT	MINIMUM REQUIREMENT FOR A1		MINIMUM REQUIREMENT FOR A2	
(14) ASPHALT PLACEMENT - PLANT & RESOURCES	Detailed description of major plant, facilities and other resources to demonstrate compliance with the requirements specified. (information is to include age of plant, capacity, dimensions, last calibration etc.). Details of the testing facility, including evidence of accreditation, for the test methods required in the DPTI Master Specification.	Type, size and performance of pavers and compaction plant appropriate for size of contracts undertaken by company.		Type, size and performance of pavers and compaction plant appropriate for size of contracts undertaken by company.	
		Track record & capacity to successfully managing cold planing resources.		Type, size and performance of planers appropriate for size of contracts undertaken by company.	
		Track record & capacity to successfully manage coring resources.		Satisfactory coring capacity and accredited laboratory with NATA for relevant tests.	
		Appropriate equipment for transportation of asphalt & plant.		Appropriate equipment for transportation of asphalt & plant.	
		Track record & capacity to successfully manage the procurement of bitumen and blended bitumen.		Track record & capacity to successfully manage the procurement of Bitumen, including source and transportation system.	
		(optional) Capability to blend bitumen including capacity of plant to blend (ie volume) and quality control systems in place (control on the blending) for: <ul style="list-style-type: none"> • Polymer modified bitumen • Primes and primer binders • Emulsions • Crumb Rubber and • Multigrade. 		Capability to blend bitumen including capacity of plant to blend (ie volume) and quality control systems in place (control on the blending) for: <ul style="list-style-type: none"> • Polymer modified bitumen • Primes and primer binders • Emulsions • Crumb Rubber and • Multigrade. 	
		No, type, size and performance of plant appropriate for size of contracts undertaken by company		No, type, size and performance of plant appropriate for size of contracts undertaken by company	
		Track record & capacity to successfully manage bitumen testing.		Laboratory Facility accredited with NATA for bitumen and aggregate tests.	
(15) ASPHALT PLACEMENT - SYSTEMS	Copy of Process Control documentation, including procedures, Inspection and Test Plans, Corrective Action Requests, audit results and Quality Records.	Process Control Procedures to include: <ul style="list-style-type: none"> • Testing Plan Procedures • Placement of Mixes Procedures • Insitu Testing Procedures • Reporting to DPTI 		Process Control Procedures to include: <ul style="list-style-type: none"> • Testing Plan Procedures • Placement of Mixes Procedures • Insitu Testing Procedures • Reporting to DPTI 	

APPLICATIONS FOR S1 AND S2
Plant , Technical Resources and Systems to meet Part R26 Requirements for the Application of Sprayed Bituminous Surfacing

SUBJECT	INFORMATION TO BE SUBMITTED BY APPLICANT	MINIMUM REQUIREMENT FOR S1	MINIMUM REQUIREMENT FOR S2
(16) SPRAY SEAL – PRODUCTION AND PLACEMENT	Detailed description of major plant, facilities and other resources to demonstrate compliance with the requirements specified". (information is to include age of plant, capacity, dimensions, last calibration etc.).	Track record & capacity to successfully manage the procurement of bitumen and blended bitumen.	Track record & capacity to successfully manage the procurement of Bitumen, including source and transportation system.
	Details of the testing facility, including evidence of accreditation, for the test methods required in the DPTI Master Specification.	Capability and quality control systems in place to source binders for: <ul style="list-style-type: none"> • Polymer modified bitumen • Primes and primer binders • Emulsions • Crumb Rubber and • Multigrade. 	Capability to source and blend binders including capacity of plant to blend (ie volume) and quality control systems in place (control on the blending) for: <ul style="list-style-type: none"> • Polymer modified bitumen • Primes and primer binders • Emulsions • Crumb Rubber and • Multigrade.
		No, type, size and performance of plant appropriate for size of contracts undertaken by company	No, type, size and performance of plant appropriate for size of contracts undertaken by company
		NATA accredited laboratory facility used for bitumen and aggregate tests.	NATA accredited laboratory facility used for bitumen and aggregate tests.
		Appropriate plant and track record of successfully placing geofabric during the seal process	Appropriate plant and track record of successfully placing geofabric during the seal process
(17) SPRAY SEAL – SYSTEMS	Copy of Process Control documentation, including procedures, Inspection and Test Plans, Corrective Action Requests, audit results and Quality Records.	Contract/specification review pre-tender. Compliance with AAPA Code of Practice for the Supply and Delivery of Polymer Modified Binders Purchase, handling and supply of input materials including: <ul style="list-style-type: none"> • Aggregate • Bitumen • Modified binders • Adhesion Agent • Geotextile Critical aspects of process, including but not limited to: <ul style="list-style-type: none"> • Seal inspection and design • Aggregate loading, precoating & spreading • Binder Spraying • Management of the site • Geotextile application 	Contract/specification review pre-tender. Compliance with AAPA Code of Practice for the Supply and Delivery of Polymer Modified Binders Purchase, handling and supply of input materials including: <ul style="list-style-type: none"> • Aggregate • Bitumen • Modified binders • Adhesion Agent • Geotextile Critical aspects of process, including but not limited to: <ul style="list-style-type: none"> • Seal inspection and design • Aggregate loading, precoating and spreading • Binder Spraying • Management of the site • Geotextile application

APPLICATIONS FOR C1 AND C2

Plant , Technical Resources and Systems to meet Part R29 Requirements for the for the Supply and Application of Bituminous Slurry/Micro Surfacing

SUBJECT	INFORMATION TO BE SUBMITTED BY APPLICANT	MINIMUM REQUIREMENT FOR C1	MINIMUM REQUIREMENT FOR C2
(18) SHAPE CORRECTION – PRODUCTION AND PLACEMENT	<p>Detailed description of major plant, facilities and other resources to demonstrate compliance with the requirements specified". (information is to include age of plant, capacity, dimensions, last calibration etc.).</p> <p>Details of the testing facility, including evidence of accreditation, for the test methods required in the DPTI Master Specification.</p>	<p>No, type, size and performance of plant appropriate for size of contracts undertaken by company</p> <p>Evidence of ability to undertake mix design of thin surfacing treatments to appropriate standards/guidelines</p> <p>Track record & capacity to successfully manage bitumen testing.</p> <p>Track record & capacity to successfully manage the procurement of materials including binders and aggregates.</p>	<p>No, type, size and performance of plant appropriate for size of contracts undertaken by company</p> <p>Evidence of ability to undertake mix design of thin surfacing treatments to appropriate standards/guidelines</p> <p>Laboratory Facility accredited with NATA for bitumen and aggregate tests.</p> <p>Track record & capacity to successfully manage the procurement and distribution of materials including binder and aggregates</p> <p>Information on any blending capacity to produce binders including history of past results</p>
(19) SHAPE CORRECTION – SYSTEMS	<p>Copy of Process Control documentation, including procedures, Inspection and Test Plans, Corrective Action Requests, audit results and Quality Records.</p>	<p>Procedures that cover the following:</p> <p>Mix design</p> <p>Purchase and supply of input materials including:</p> <ul style="list-style-type: none"> • Aggregate • Bitumen • Modified binders • Additives <p>Manufacture including processes to ensure compliance with mix design.</p>	<p>Procedures that cover the following:</p> <p>Mix design</p> <p>Purchase and supply of input materials including:</p> <ul style="list-style-type: none"> • Aggregate • Bitumen • Modified binders • Additives <p>Manufacture including processes to ensure compliance with mix design</p>