

DPTI Procurement & Contracting

Contractor Prequalification Scheme

The Provision of Workzone Traffic Management – Guidelines, Conditions and Application Form

INTRODUCTION

Companies wishing to:

- tender for the provision of workzone traffic management for the Department of Planning, Transport and Infrastructure (DPTI), or
- work as a workzone traffic management subcontractor on DPTI major roadworks contracts,

must first have workzone traffic management prequalification with DPTI.

This system is primarily aimed at companies who specialise in the provision of workzone traffic management. Companies who are prequalified with DPTI for the construction of roadworks, bridgeworks and / or bituminous works and self perform workzone traffic management at their own worksites do not need to be prequalified under this system.

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

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:

DPTI.Pregual@sa.gov.au or

Manager, Sealed Roads,

Field Services,

Department of Planning, Transport and Infrastructure,

WALKLEY HEIGHTS, SA, 5098.

Phone: (08) 8260 0071

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.



Government of South Australia

Department of Planning,
Transport and Infrastructure

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 REQUIREMENTS	Meets Requirement (Yes / No)
1. COMPANY STRUCTURE	1. Outline of company structure and ownership. 2. Organisational Chart showing key personnel, including Company Directors, managers, professional staff, site supervisors and field personnel.	For information. For information.	
2. INSURANCE	Evidence of Insurance Policies and certificates of currency.	\$10,000,000 Public Liability insurance.	
3. COMPANY EXPERIENCE & TRACK RECORD	Details of completed and relevant contracts in the last 12 months, including: <ul style="list-style-type: none"> • Contract name and client (include contact details). • Detailed description of work (including night work). • Duration of contract. • Contract sum. • Any subcontractors or suppliers. • Date. • Any other referees. 	1. Successful completion of contracts to the client's time, cost and quality requirements. 2. Contracts must demonstrate: <ul style="list-style-type: none"> • Technical competency. • Ability to undertake complex work on major infrastructure (i.e. DPTI roads) or work of a minimum 2 months duration. • Strict compliance with WHS requirements. • Sound relationship with clients. • Meeting completion dates & budget. 3. Referee reports provide evidence of above.	

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SUBJECT	INFORMATION TO BE SUBMITTED BY APPLICANT	MINIMUM REQUIREMENTS	Meets Requirement (Yes/No)
4. COMPANY PERSONNEL AND COMPETENCY	<p>Job and Personal specifications for all staff.</p> <p>CV's for all management staff and field based Team Leaders, clearly setting out levels of experience in workzone traffic management including:</p> <ul style="list-style-type: none"> • Role / job title within company and associated responsibilities. • Levels of experience (including start date with the company). • Relevant skills. • Copies of qualifications achieved (qualifications must be relevant to the work being offered). • Copy of licences (in date). • Knowledge and history of working with DPTI specifications, briefs and/or guidelines. 	<p>Job and Personal specifications available and appropriate for activities undertaken by Managers and Supervisors.</p> <ol style="list-style-type: none"> 1. The company's management team have sufficient resources and experience with traffic control to manage the field teams. As a guide the team should have at least one person with 5 years experience and at least one person with more than 3 years experience for every 10 field teams. 2. Staff are fully certified to undertake workzone traffic management in South Australia. 	
5. INDUSTRY ORGANISATIONS	<ol style="list-style-type: none"> 1. Evidence of affiliation, membership or prequalification with industry organisations, associations or Government departments. 	Affiliation or memberships not required for assessment (for information only).	

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SUBJECT	INFORMATION TO BE SUBMITTED BY APPLICANT	MINIMUM REQUIREMENTS	Meets Requirement (Yes/No)
	2. If not a member of the South Australian Traffic Control Industry Group (SATCIG), evidence of ability to keep up to date with traffic control technical requirements and keep informed of technical developments.	Demonstrated ability to keep up to date with industry developments.	