

PROOF ENGINEERING CERTIFICATE OF COMPLIANCE

ALLAMBEE ESTATE ROAD BRIDGE BO45
BRIDGE REPLACEMENT OVER TARWIN RIVER – WEST BRANCH - ALLAMBEE
BAW BAW SHIRE COUNCIL


(Form of Certificate to be used by the Proof Engineer at intermediate stages and final completion of design and construction)

I	Graeme Philip Walter	certify that I have:
----------	-----------------------------	-----------------------------

- (1) undertaken an independent engineering review in relation to the design represented by the drawings ~~and specification~~ provided by the Contractor as listed in the attached schedule;
- (2) carried out a detailed check of individual structural elements and the structure as a whole including the specified material properties;
- (3) ~~reviewed the Site conditions Information Report in accordance with AS5100 – Bridge Design, the appropriate foundation investigation, the recommended design values, material properties and possible failure mechanisms;~~
- (4) ~~reviewed the hydraulic and hydraulic design parameters including design flood discharges and levels, stream velocities and afflux as well as evaluation of potential for and protection against scour and bank erosion.~~
- (5) ~~reviewed the proposed construction procedure and aspects of the temporary works critical for structural integrity and safety.~~

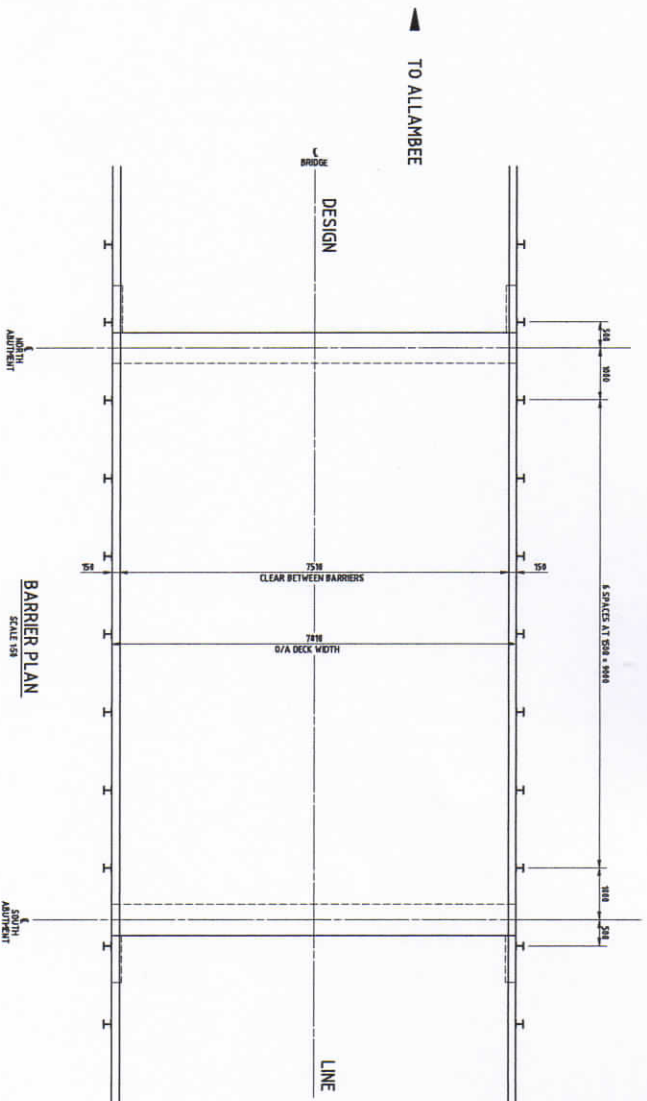
In performing the function of Proof Engineer I have used due skill, care and diligence and from my review and in my opinion as a professional engineer I consider that:

- (A) all relevant AS5100 – 2004 design actions and design criteria are covered by the design and that these actions and criteria and overall concept meet the conceptual requirements of the Principal's Project requirements;
- (B) the strength, stability and serviceability and other Limit State requirements as defined in the Principal's Project Requirements are met.
- (C) the construction drawings ~~and specifications~~ accurately describe the following matters critical to the structural integrity-
 - (a) the detailing ~~and dimensions~~
 - (b) the required material properties, and
 - (c) ~~the construction procedure and temporary works.~~

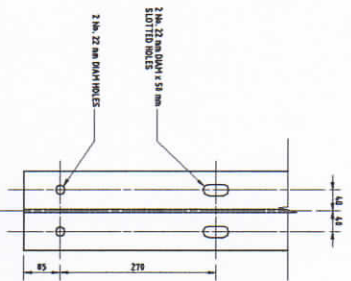
Signed			
Name	Graeme Philip Walter (MIE Aust CPEng, NER 254801)		
On Behalf of	Graeme P Walter Pty Ltd		(Company)
Date	29 July 2016		

Schedule of Component / Drawing of Certificate:

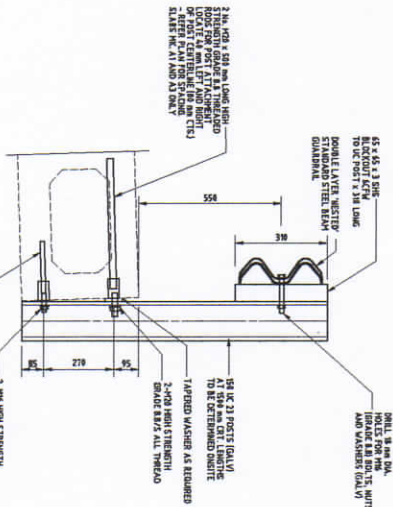
1 of 7 Rev 0	General Arrangement	6 of 7 Rev 0	P.S.C. Planks – Part 2
2 of 7 Rev 0	Footing Layout Plan	7 of 7 Rev 0	Barrier Railing Details
3 of 7 Rev 0	Abutment - Concrete		
4 of 7 Rev 0	Abutment - Reinforcement		
5 of 7 Rev 0	P.S.C. Planks – Part 1		



BARRIER PLAN
SCALE 1:50



TYPICAL RAILING CONNECTION
SCALE 1:50



POST CONNECTION DETAILS
SCALE 1:15

NOTES

1. ALL STEEL PLATES SHALL COMPLY WITH A.S. 3578 GRADE 250 UNLESS NOTED OTHERWISE.
2. ALL STEEL POSTS SHALL COMPLY WITH A.S. 3578 GRADE 250 UNLESS NOTED OTHERWISE.
3. ALL BOLTS SHALL COMPLY WITH A.S. 3578 GRADE 250 UNLESS NOTED OTHERWISE.
4. ALL WELDING SHALL BE IN ACCORDANCE WITH A.S. 1554 - PART 1 & 2.
5. ON COMPLETION OF SITE WORKING ANY DAMAGED COATING SHALL BE MADE GOOD IN ACCORDANCE WITH THE REPAIR INSTRUCTIONS PROVIDED BY THE MANUFACTURER OF THE COATING.
6. DIMENSIONS SHALL BE IN ACCORDANCE WITH A.S. 1554 - PART 1 & 2.

CERTIFYING ENGINEER
GRAEME P. WALTER (CPENG 2541)

Signed: *[Signature]* Date: 29/10/2018
For: GRAEME P. WALTER P/L

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CHRIS O'BRIEN & COMPANY PTY LTD
CONSULTING CIVIL & STRUCTURAL ENGINEERS
120 Church Street
Sydney NSW 2000
Telephone 02 9174 8011

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BARRIER RAILING DETAILS

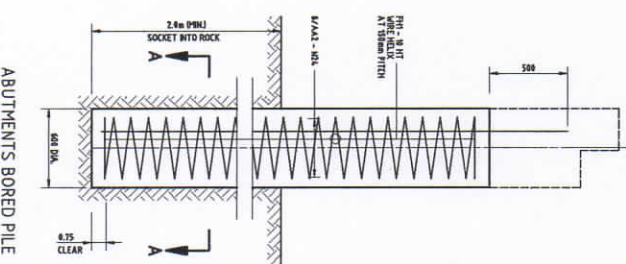
ALLAMBEE ESTATE ROAD BRIDGE B045
REPLACEMENT OVER TARWIN RIVER
WEST BRANCH - ALLAMBEE

DATE: MAY 2018
SHEET NO. 5 OF 7
PROJECT NO. 10516/45

NO.	REVISION	DATE	BY

DATE	ISSUED TO	CHECKED BY

DATE: 10/05/2018
DATE: 10/05/2018



ABUTMENTS BORED PILE

SCALE 1:2

CERTIFYING ENGINEER
GRAEME P. WALTER (CPEng: 254801)
Signed:  Date: 29/7/20
For: GRAEME P. WALTER P/L

Signee

Date _____

For GRAEME P. WALTER P/L

NOTE: CONTRACTOR TO CHECK BRIDGE ALIGNMENT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION POSITION MAY NEED TO BE ADJUSTED

WARNING

BEWARE OF UNDERGROUND SERVICES

THE LOCATIONS OF UNDERGROUND SERVICES ARE APPROXIMATE ONLY, AND THEIR EXACT POSITION SHOULD BE PROVEN ON SITE. NO GUARANTEE IS GIVEN THAT ALL EXISTING SERVICES ARE SHOWN.

Technical drawing of a circular part. The drawing shows a circle with a center point. A dimension line indicates a diameter of 25. A label 'CLEAN' points to the outer surface. A label '3/4" - 16 UNF' points to a hole in the outer ring. A label 'FHI - 18 HT' points to a hole in the inner circle. A label 'WIRE HELIX AT 15mm PITCH' points to a helical line on the inner circle.

SECTION A - A

NOTES

FOUNDATIONS

1. PILE POSITIONS SHOWN ARE TO UNDERBID OF CROSSHEAD

2. THE CONTRACTOR SHALL EXCAVATE AS REQUIRED FOR PILE DRIVING PURPOSES

PILE SCHEDULE							
LOCATION	No.	TYPE	SERVICABLE (kN)	ULTIMATE (kN)	ULTIMATE BENDING MOMENT (kN-m)	PREDRILL LEVEL	TOE LEVEL
NORTH ABUTMENTS	3	600 mm DIA. R.C. BORED PILE	650	1000	150	93.40	91.40
SOUTH ABUTMENTS	3	600 mm DIA. R.C. BORED PILE	650	1000	150	94.90	92.90

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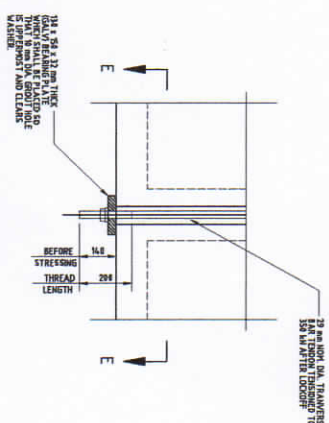
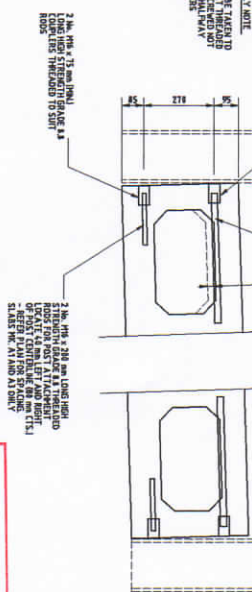
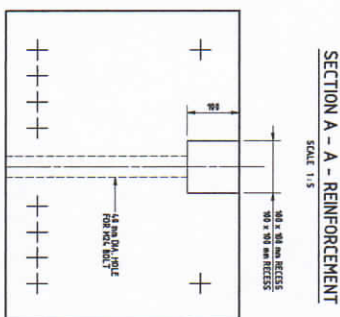
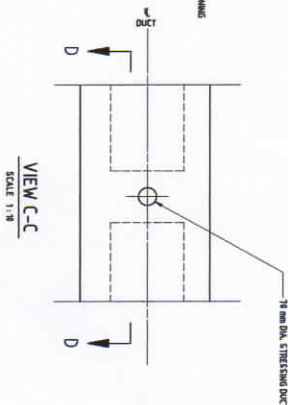
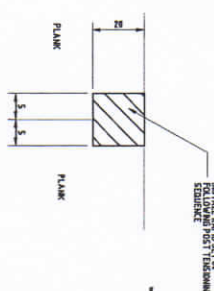
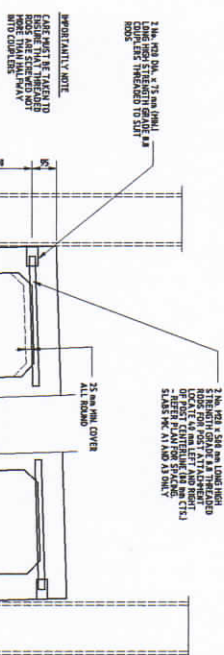
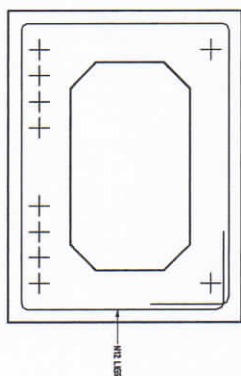
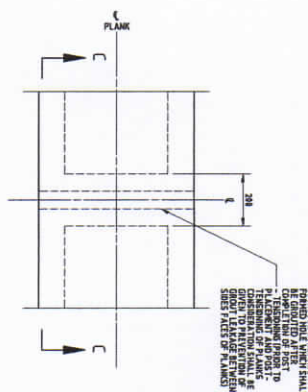
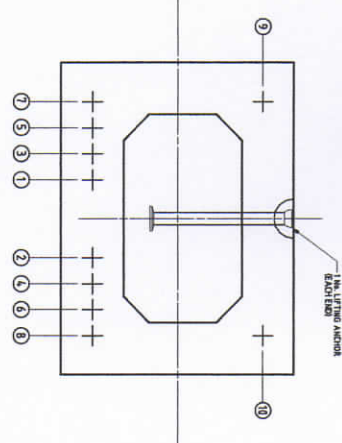
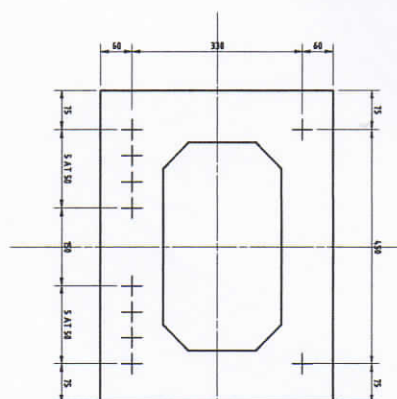
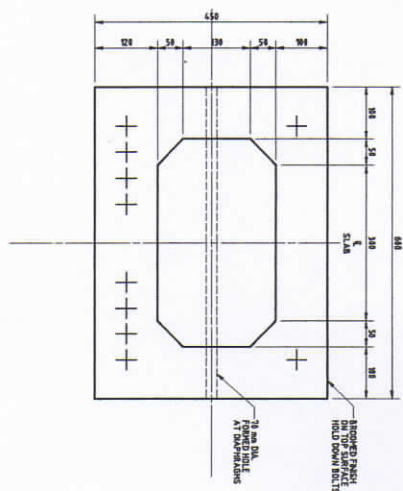
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FOOTING LAYOUT PLAN

DATE
MAY 2016
SCALE

DWG FILE NAME: 10510/45-52.dwg
DATE PLOTTED: 14-07-2018

0516/45-3
-07-2016



TYPICAL SECTION
PLANKS MK, A1, A3 & A4 ONLY
SCALE 1:15

TENDON ANCHORAGE
SLABS MK. A1 AND A3 ONLY
SCALE 1"=8'

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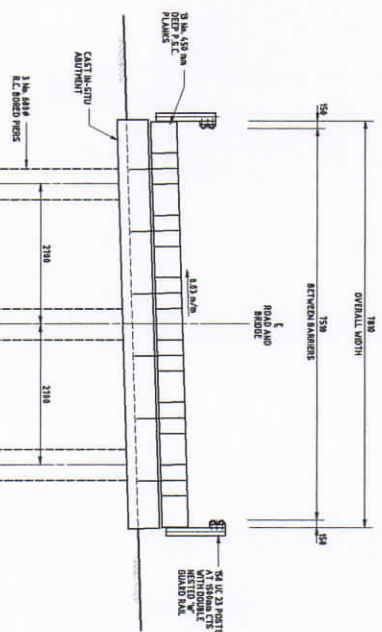
P.S.C. PLANKS - PART 2

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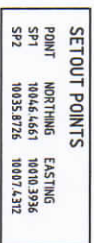
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-07-2018

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-07-2018



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SCALE 1-50

~~GRAEME P. WALTER (CPEng, 254801)~~

Signed: _____ Date: _____

Date: 27/10/10

- GENERAL
1. DECK LEVELS ARE TO TOP OF CONCRETE.
2. DESIGN TRAFFIC LOAD: SH900 TO AS 980
3. BRIDGE CONTRA-SLOPE BANDED LOW CONTAMINANT CONCRETE
4. CONCRETE STRENGTH GRADE SHALL BE 44 MPa
5. ALL JOINTS SHALL HAVE 2m x 2m x 2m FILESLS ON JOINTWEBS UNLESS NOTED OTHERWISE.
6. EXPOSED CLASSIFIED TOP FIBRE GLASS REINFORCED POLYESTER CONCRETE SHALL BE LOCATED BELOW JOINTS NOTED ON THE DRAWING.
7. ABOVE GROUND: 31

DVD FILE NAME: 10510/45-51.dmg

GENERAL ARRANGEMENT	DATE MAY 20 16
PROJECT	ROUTE
ALLAMBEE ESTATE ROAD BRIDGE 0045	AS SHOWN
REPLACEMENT OVER TARWIN RIVER	SHEET NO.
WEST BRANCH - ALLAMBEE	S1 OF T
	PROJECT No.
	10516/25
DESIGN	
LDM	
DRAWN	
NRN	
CHECKED	
COB	
SEALED	



PROJECT PROPOSAL REPORT – MAJOR WORKS 2016-2017

[To be used for projects with budget more than \$50,000 and/or which are complex]

Project Name: Replacement/Reconstruction of 3 x Allambee Estate Road Bridges

Ledger Number: 100596

Cost Centre: Bridges

Asset ID: B044, B045, B046



Bridge B044



Bridge B045



Bridge B046



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Reconstruction of three bridges on Allambee Estate Road, Allambee

A. PROJECT PROPONENT

A.1 A.1 Project Owner

Position: Manager Assets and Emergency Management

Name: Teck Ting

Telephone: [REDACTED] s47F

Email: teck.ting@bawbawshire.vic.gov.au

A.2 Project Sponsor

Position: Road Network Coordinator

Name: [REDACTED]

Telephone: [REDACTED] s47F

Email: [REDACTED]@bawbawshire.vic.gov.au

B. PROJECT DETAILS

B.1 PPR Phase

Development, Programming and Delivery

B.2 Project Name

Replacement of 3 x Allambee Estate Road Bridges (Bridge Identification numbers B044, B045 and B046)

B.3 Project Location

Allambee Estate Road is classified as a Local Rural Road and currently has an average unsealed width of 4.9m. The most current traffic count data shows that there is an AADT of 34 with 12% C.V.'s. The posted speed limit is 100km/h as default. There are 4 bridges along Allambee Estate Road each with various load limits applied. One of these four bridges (B043) was replaced with a major culvert in 2015-16.

Out of the four bridges, three are to be replaced / reconstructed (**B044, B045, B046**).

- **B044** is located 2917m from McDonald's Track – Load Limit: 27t Gross
- **B045** is located 4599m from McDonald's Track – Load Limit: 25t Gross
- **B046** is located 5345m from McDonald's Track – Load Limit: 25t Gross

See attached map over page for location details.

B.4 Project Description

Consultant Pitt & Sherry was engaged by Baw Baw Shire Council to undertake Level 2 inspections on all bridges and major culverts within the municipality. Further Level 3 inspections were undertaken on a number of structures that were identified as required further investigation. The bridges to be reconstructed are as follows:

Bridge B044:

B044 is a single span, two lane concrete steel composite bridge located on the unsealed Allambee Estate Road in the locality of Allambee. The bridge superstructure consists of prestressed precast concrete I-girders with a composite reinforced concrete deck. The substructure consists of concrete abutment sill beams supported on driven piles.

Item	Measured Quantity
Span Length	11.8 m
Overall Width	6.8 m
Traffic Width	6.1 m
No. of Spans	1
No. of Beams	5
Beam Spacing	1.45 m
Horizontal Radius	None
Skew Angle	30 deg
Vertical Clearance	2.8 m

There is a date plate on the bridge which states, "C.R.B. 1962".

B044 Strengthening Options

Council has engaged Pitt & Sherry in 2013 to provide recommendations for strengthening solutions that may be undertaken to remove the load limit on each structure assessed. Based on the structure type and the extent of the deficiency for General Access Conditions, the following strengthening solutions may be considered:

From the results of the assessment the critical component of the bridge is the prestressed I-girders. Our assessment has found the girders to be deficient for majority of General Access vehicles and the original design loading. Concrete members from this era normally found to be deficient for shear when assessed to current standards however this design of I-girder was superseded by the CRB in 1963 just two years after it was initially issued.

The I-girders have been found deficient for both moment and shear based on a comparison of the design actions for each vehicle. As the extent of the deficiency is small a higher level assessment may be warranted to determine if additional capacity pitt&sherry is available using more refine analysis, although a higher level assessment may also find less capacity.

Should Council wish to undertake strengthening works there are a variety of options available for flexural and shear strengthening. For flexural strengthening the most common solutions are external fibre reinforced polymer (FRP) strengthening, external bonded steel plating and thickening the composite reinforced concrete deck through a new deck overlay. For shear strengthening the options include; external post tensioning, external steel reinforcement

Reconstruction of three bridges on Allambee Estate Road, Allambee

strengthening and web infill strengthening. A new deck is to be constructed to provide unlimited access (no load limit).

As no geotechnical investigation of the substructure has been undertaken it is not known if this would limit the capacity of the structure. Further geotechnical and structural investigation is required as part of the design for any strengthening works.

B044 Interim Recommendation

The existing bridge structure is generally in a fair condition, with some defects observed on the structure. Furthermore, from the results of the load assessment the u-slab units are found to be deficient for most general access vehicles:

- The structure currently has a 27t posted load limit; from the results of our assessment a load limit of 20 tonnes gross should be implemented. Due to the difference between the current load limit and the results of this assessment, Council may wish to carry out further investigation to confirm the assumptions in Section 4.2, above.
-

Reconstruction of three bridges on Allambee Estate Road, Allambee

Bridge B045:

B045 is a single span, single lane timber concrete composite bridge located on the unsealed Allambee Estate Rd in the locality of Allambee. The bridge superstructure consists of steel RSJ stringers with steel crossbeams and timber decking. The substructure consists of reinforced concrete abutments.

Item	Measured Quantity
Span Length	8.4 m
Overall Width	4.2 m
Traffic Width	3.7 m
No. of Spans	1
No. of Beams	3
Beam Spacing	1.4 m
Horizontal Radius	None
Skew Angle	None
Vertical Clearance	1.5 m

The date of construction of this bridge is not known.

Bridge B045 Strengthening Options

Council engaged Pitt & Sherry in November 2013 to provide recommendations for strengthening solutions that may be undertaken to remove the load limit on each structure assessed. Based on the structure type and the extent of the deficiency for General Access Conditions, the following strengthening solutions may be considered.

The timber decking was observed to be in an advanced state of deterioration.

An assessment of the substructure has been undertaken however the results are not relevant as council wishes to increase the size of the bridge to cater for future needs.

B045 Interim Recommendations

The existing bridge structure is in a generally in a poor condition based on a number of observed defects. Furthermore, from the results of the load assessment the timber decking was found to be deficient for most general access vehicles:

1. Reduce the load limit from 27 tonnes to 12 tonnes gross and ensure the load limit is posted else accept the risk of overload and not reduce the load limit.
2. When funding permits investigate demands on the structure to determine if strengthening works are required and at that time consider increasing overall width to 6.8m.

Bridge B046:

B046 is a single span, single lane concrete bridge located on the unsealed Allambee Estate Road in the locality of Allambee. The bridge superstructure consists of precast concrete U-slab beams with no wearing surface. The substructure consists of concrete abutment sill beams the founding conditions of which are unknown.

Item	Measured Quantity
Span Length	8.8 m
Overall Width	6.7 m

Reconstruction of three bridges on Allambee Estate Road, Allambee

Traffic Width	6.1 m
No. of Spans	1
No. of Beams	11
Beam Spacing	N/A
Horizontal Radius	None
Skew Angle	None
Vertical Clearance	1.5 m

Bridge B046 Strengthening Options

Council has engaged Pitt & Sherry in November 2013 to provide recommendations for strengthening solutions that may be undertaken to remove the load limit on each structure assessed. Based on the structure type and the extent of the deficiency for General Access Conditions, the following strengthening solutions may be considered.

For this bridge only the superstructure was assessed, the u-slab units are the critical member for vehicles greater than 35 tonnes gross. To strengthen the u-slab units for greater vehicle loads Pitt & Sherry recommend installation of a composite reinforced concrete deck overlay. This solution has the benefit of improving capacity and durability while also reducing maintenance by removing the need to maintain bolts and shear keys. This is the solution typically adopted by VicRoads for strengthening similar structures under their ownership.

As no geotechnical or structural investigation of the substructure has been undertaken it is not known if this would limit the capacity of the structure. A geotechnical and structural investigation is recommended as part of the design for any strengthening works, particularly due to the fact that a deck overlay would result in additional dead load on this structure.

B046 Interim Recommendations

The existing bridge structure is generally in a fair condition, with some defects observed on the structure. Furthermore, from the results of the load assessment the u-slab units are found to be deficient for some general access vehicles:

1. Implement a load limit of 25 tonnes gross and ensure the load limit is posted else accept the risk of overload and not reduce the load limit
2. When funding permits investigate demands on the structure to determine if strengthening works or a replacement structure is required.

Proposed Works

The following preferred options are proposed for bridges **B044**, **B045** and **B046**. Works are to ensure access in accordance with current loading standard suitable for typical traffic loadings:

1. Investigate deck replacement works on **B044** maintaining existing trafficable width of 6.6m.
2. Undertake integrity abutment testing for **B044** and **B046**.
3. Investigate the option of precast bridges with overall width of 6.8m.
4. Investigate whether strengthening works on **B046** is a viable alternative while maintaining trafficable width.
5. Undertake bridge replacement design and documentation for the three bridges.
6. Obtain third party sign off for the designs and documentation.
7. Install a code compliant barrier system and associated approach guard-fence to the new bridges.

Reconstruction of three bridges on Allambee Estate Road, Allambee

8. Clear vegetation from waterway 10m upstream and downstream from sides of the bridge abutments.
9. Include all appropriate signs and delineation and removal of posted load limits following completion of new structures.
10. Construct bridge approaches maintaining a trafficable width of 6.2m for a distance of 10m from the ends of the deck with a transition length of 20m to the existing pavement.
11. Realignment existing approaches.
12. Approaches to be reconstructed with Class 3 FCR with a minimum depth of 300mm. Approaches are to be unsealed.
13. Include abutment treatments with erosion control measures

This project is to be delivered as a construct only contract using **AS4000** as the General Condition of Contract in 2016-17 financial year.

The removal and/or replacement of this structure would require the road to be closed for the duration of the proposed works. A detour route/alternative access is available. All deck surfaces must be textured to provide a suitable antiskid surface.

C. STRATEGIC CONTEXT

C1. Alignment with Approved Strategies

Outlined indicate how Council will contribute to achieving the community vision. There are 2 Strategic Objectives which relate specifically to the ongoing management, renewal and upgrade of Councils infrastructure. These are:-

Strategic Objective 3.1 Continuing to reduce the asset renewal gap

The outcomes of working towards this objective are:-

- Infrastructure management is based on clear priorities, agreed standards and appropriate service levels.
- Council's decisions are based on contemporary asset management practices

Strategic Objective 3.2 Investing in quality and affordable community assets which are balanced against the growing needs of the community.

The outcomes of working towards this objective are:-

- Council applies contemporary program and project management practices in delivering its Capital works program, including estimation and risk
- The quality of existing infrastructure is improved
- Our approach to infrastructure management is equitable across the Shire
- Infrastructure management is based on clear priorities and agreed standards
- Council reports its progress on implementation of the Capital Works Program to the community

Strategic Objective 4.1 Planning to meet the needs of the community today and in the future.

The outcomes of working towards this objective are:-

- Council plans for services and facilities and infrastructure that meet the needs of the community now and in the future.

Reconstruction of three bridges on Allambee Estate Road, Allambee

- Council advocates and forms partnerships with the community, levels of government and other stakeholders.

There are also a number of other Council strategic documents that apply to the delivery of this program. These are:-

- Road Strategy Plan
- Road Management Plan
- Asset Management Strategy

D. PROJECT OBJECTIVES AND OUTPUTS

D.1 Project Objectives

The objective of this project is to:-

- Renew/replace the existing bridge structure. (option to be determined) in accordance with the relevant Australian Standards.
- Improved erosion control provided at inlet and outlet
- Installation of guard-rail in accordance with VicRoads Specifications
- Allow bridges to cater for unlimited traffic (SM1600 loading)

D.2 Measurement of Outcomes

Successful outcomes of this project will result in:

- The new structure will be safe for road users especially heavy commercial traffic.
- Positive feedback from property owners and road users.

D.3 Planned Project Outputs

The renewal of the Allambee Estate Road Bridges (B044, B045 and B046) will ensure that the assets remain in a long term serviceable condition.

D.4 Project Readiness Matrix

Considerations	
Strategies	
Council Plan	Yes
Master Plan	No
Strategies	Yes (Asset Management Plan)
Council Resolution	Will be confirmed in the 2016-17 Capital Works Budget
Consultation	
Stakeholder Consultation	Not Started
Authority Consultation	Not Started – WGCMA Requirements to be obtained prior to scope being finalised
Scope of Works	In progress
Investigations	In progress
Title / Approvals / Permits	
Title Ownership	Road Reserve
Native Title	Not applicable
Permit - Planning	Not applicable
Permit - Building	Not applicable
Permit - WGCMA	To be obtained

Reconstruction of three bridges on Allambee Estate Road, Allambee

Permit - Authorities	Not applicable
Design & Estimates	
Design and documentation	In progress
Total Project Estimate	Preliminary
Funding	
External funding application	Federal Bridge Renewal Program (BRP)
Funding approval	To be advised

E. PROJECT APPROACH AND TIMING

E.1 Key Milestones and Critical Path

Milestone	Date
Develop Scope of Works for replacement of bridge	February 2016
Finalise Design and Documentation	June 2017
Permit received from WGCMA	July 2017
Tender (construction)	September 2017
Construction Contract (commencement)	December 2017
Project Completion	September 2018

E.2 Assumptions Made In Deriving Critical Path

The Critical Path includes:

- An approval from CMA to work on waterway
- Availability of culvert components
- Favourable weather conditions are experienced during proposed construction period.

F. FINANCIAL ANALYSIS

F.1 Forecast Project Total Outturn Cost

The estimated budget is **\$1,040,000**

F.2 Whole of Life Costing

The whole of life costing is estimated to be \$2,358,781

F.3 Cost Escalation

This project is due to be completed within the 2016-17 financial year; as such cost escalation is not applicable.

F.4 Funding Profile

PROJECT PHASE	Year 1
Expenditure (\$):	
Project Planning & Scoping	\$50,000
Project Development	\$100,000

Reconstruction of three bridges on Allambee Estate Road, Allambee

Project Delivery	\$890,000
(1) Total Expenditure (\$'000)	\$1,040,000
Income (\$):	
Name of Grant 1 - Bridge Replacement Program	
(2) Total Income (\$)	\$520,000
Nett Cost to the Council (\$), (1)-(2)	\$520,000

Project Expenditure	Renewal	Upgrade	Expansion	New	Total
Year 1	\$740,000	\$200,000	\$100,000		\$1,040,000

G. RISK AND GOVERNANCE

G.1 Risk Management & Identified Key Risks

As attached in Appendix 2

G.2 Stakeholder Engagement

Project – Allambee Estate Road – Three Bridges Replacement

Purpose

To ensure the local community is adequately informed of the potential impacts of the proposed bridge works and to formally advise of any potential detour route(s).

Scope

Reconstruct the existing bridge structures allowing the current bridge load limits to be removed

Project Objectives

Council will engage during the project planning phase of the project to establish potential detour(s) route and inform the local community of impending bridge works.

As part of the project terms of reference, the stakeholders are to be clearly defined at the outset of the project to ensure all are invited to participate on the project.

Stakeholders are likely to include:-

External Stakeholders

- Forestry Industry
- Logging cartage contractors
- Dairy Factories
- School Bus Operators
- Catchment Management Authority
- Emergency Services
- Local Businesses
- Affected Residents

Internal Stakeholders

- Project Sponsor
- Assets and Road Network Team
- Road Network Maintenance Contractor
- Communications Team
- ELT
- Councillors

Risk

The primary risk for this project is not providing the appropriate level of information to those likely to

Reconstruction of three bridges on Allambee Estate Road, Allambee

be directly affected by these proposed bridge works

Evaluation Plan

The number of concerns raised by the community about the proposed works is minimal.

Stakeholder Engagement Plan

PROJECT PHASE and ACTIVITY	WHO IS INVOLVED?					TIMELINE	WHO IS RESPONSIBLE
	Inform	Consult	Involve	Collaborate	Stakeholders		
Project Planning and Development							
Develop and finalise investigation and design scope of works			√		Asset Team, Sponsor, CMA	July 2017	Project Manager
Engage Design Consultant	√				Project Sponsor	July 2017	Project Manager
Contact WGCMA to determine key inputs into project			√		WGCMA	July 2017	Project Manager
Determine project program		√			ELT and Project Sponsor	July 2017	Project Manager
Project progress report		√			ELT and Project Sponsor	Monthly	Project Manager
Determine alternative vehicle route	√				External Stakeholders		Project Manager
Procurement							
Nomination of member on evaluation panel			√		Project Sponsor	September 2017	Project Manager
Preparation of tender specifications and schedules			√		Project Sponsor	September 2017	Project Manager
Call tenders through tender link	√				Project Sponsor, Contractors, Community	October 2017	Project Manager
Conduct Tender Evaluation and prepare report			√		Project Sponsor, ELT and Councillors	November 2017	Project Manager
Tenders awarded	√				Wider Community	December 2017	Project Manager
							Project Manager
Project Delivery							
Site works commencing – letter, public notice	√				External Stakeholders Internal Stakeholders	December 2017	Contractor Project Manager
Project Completion and handover							
Handover meeting on site			√		Assets and Road Network Team	At practical completion	Project Manager

Project Manager contact details

Name	Alex Chisholm	Position	Project Engineer
Phone	5624 2494	Email	alex.chisholm@bawbawshire.vic.gov.au

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H. ENVIRONMENTAL ASPECTS

The proposed works are carried out within the existing road carriageway over the following Waterways:

- B044 = Lorkin Creek
- B045 = Tarwin River West Branch
- B046 = Tarwin River West Branch


No impact is expected on areas of vegetation adjacent to the roadway, and no trees are expected to be removed at this stage of work. The works has to meet the West Gippsland Catchment Authority's permit conditions particularly in preserving the environment. The key environmental issues that will be present during the completion of these works are:

- Contamination and Run off – The run off of fine sediment or hydrocarbon spills are environmental issues when working near to existing waterways. These issues will be alleviated by using any number of products on the market including: rock logs/silt traps or bales of hay. A site environment management plan will also be specified in the contract scope of works and will be implement during the works.

I. REGULATORY APPROVALS

The only approval required is the obtaining of West Gippsland Catchment Authority's requirements for waterway area and obtaining the permit for working in the waterway.

J. APPROVALS

 s47F	Alex Chisholm
Road Network Co-ordinator	Project Manager
Sponsor	Date:
Date:	
Teck Ting	Ian de Bruyne
Manager Assets and Recreation	Manager, Program Planning & Delivery
Date:	Date:

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APPENDIX 1 – RISK MANAGEMENT PLAN

Project: **Allambee Estate Road – Replacement of Bridge**

Item	Element	Risk	Potential Consequence [Impact]	Inherent Risk			Risk treatment initiative [Control]	Residual Risk			Action	Responsible Party	Date
				Likelihood	Consequence	Risk level		Likelihood	Consequence	Risk level			
1 Project identification stage													
1.1.1	Project definition	Unclear what the project is to achieve and expectations (Project Sponsor, selection criteria, project element, scoping and timing not defined)	Don't meet expectations	3	3	MEDIUM	Sponsor document expectations	2	3	MEDIUM	Defer the brief until information is available	PS	
1.3.1	Project objectives	Do not meet project objectives, budget constrains	Criticism for not addressing issues and concerns	3	3	MEDIUM	Ensure project objectives are clear and quantified	2	3	MEDIUM	PS to quantify objectives for project, ensure no additional work required and project deals with full extent of the issues	PS	
1.4.1	Stakeholders	Not identified	Unclear who to consult with	2	3	MEDIUM	Ensure the identification of all stakeholders	2	1	LOW	Log all correspondence and keep reviewing stakeholder	PM	

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[illegible]

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[illegible]

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4.3.1	Stakeholder impacts	Design does not deal with issues raised. Bad public perception. Delays and disruptions impact on the budget	Stakeholder expectations not being met. Stakeholder backlash. Cost associated with delays	2	2	LOW	Understanding of stakeholder expectations and engagement of a communications manager. Allow process and ensure all the boxes are ticked	2	2	LOW	Ensure stakeholder consultation plan is in place and relevant	PM	
4.6.1	Detail design	Detail design estimate exceed budget allocation. Area and scope of environmental/ cultural/heritage impacts not known.	Project deferred or terminated, Oversights of fundamental information that may influence the design, Design contains elements that do not comply with standards (environmental/cultural/herita ge, standards, specifications)	2	3	MEDIUM	Ensure all the information (environmental/cultural/ heritage, standards, and specifications) are available, Accurate scoping and various estimates during stages carries an acceptable level of contingencies.	2	2	LOW	Ensure final design is fit for purpose through applicable audits and reviews	PM	
5 Construction													
5.1.1	Scope	Impact of scope changes	variations, complexity of contract administration	2	2	LOW	Ensure scope is signed off in business case and that the process contain the correct rigour	1	2	LOW	Confirm scope	PM / PS	
5.2.1	Contract Administration	Legal issues and disputes occur. Records and documents not available when required. Inability to address claims and enquiries due to a lack of information.	Claims disputes, may defer project. If records and documents are not available, decisions are compromised, and open to criticism	2	2	LOW	Ensure that all the correct and acceptable contract administration procedure is followed	2	2	LOW	Relationships should be open and honest, avoid legal action. Contract administration current and enough resources allocated. Continuous audit, involvement, management and feedback	PM	

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5.2.2		Project budget not sufficient	Insufficient budget allocation	2	2	LOW	Ensure enough contingencies to allow for impacts	1	1	LOW	Forecasting and checking of the balances	PM	
5.3.1	Performance measurement	Consequence of inferior works not recognised	Maintenance burden, political outcry etc.	2	3	MEDIUM	Structured evaluation of contractors, and their risk and financial profiles	1	2	LOW	Continuous development and checks	PM	
Other - Specify risks													
6.1.1	Other					#N/A				#N/A			

(To be used in conjunction with Likelihood & Consequences Descriptors- **RM101**)

Date of Assessment:					Attendees: (minimum 2 persons)						
Division: Infrastructure Assets			Department: Assets and Recreation				Unit: Road Network team				
CATEGORY OF RISK (refer to 9 Core Standards) (Highlight the box/es you wish to check)							RISK TREATMENT OPTIONS (Highlight the box/es you wish to check)				
RM Organisation			Environment		Product & Service Delivery		Avoid		Transfer		
Leadership & Corporate Governance			Assets & Security		Technology & Information Management		Accept		Reduce Likelihood and/or Consequences		
Ethics & Corporate Image			People		Financial & Economic						

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APPENDIX 2 – VALIDATION ESTIMATE

Project Name: **Allambee Estate Rd Bridges Reconstruction** Project Manager: Alex
 Ledger Number: **100569** Estimation Date: Feb-16 **\$1,040,000**

PART	DESCRIPTION	UNIT	Q'TY	RATE	AMOUNT	SUBTOTAL	CONT. %	CONT \$	SUBTOTAL	ADJ. TOTAL
Bridge Structure B044	B044 single span concrete bridge with abutments (deck area)	m^2	80.24	\$3,000	\$240,720		5%	\$12,036		\$252,756
						\$240,720			\$12,036	\$252,756
Earthworks	Tree removal(s) and disposal	no	5	\$1,000	\$5,000		5%	\$250		\$5,250
	Demolition and disposal bridge	allow	1	\$10,000	\$10,000		5%	\$500		\$10,500
						\$15,000			\$750	\$15,750
Pavement	Stabilisation (depth.....mm)	allow	1	\$5,000	\$5,000		5%	\$250		\$5,250
	Sub-Base Class 3 (200mm)	m^2	124	\$22	\$2,728		5%	\$136		\$2,864
	Base Material Class 2 (100mm)	m^2	124	\$18	\$2,232		5%	\$112		\$2,344
						\$9,960			\$498	\$10,458
Traffic Facilities	Safety Barriers	m	64	\$150	\$9,600		5%	\$480		\$10,080
	Terminal Ends	No	4	\$5,000	\$20,000		5%	\$1,000		\$21,000
	Guide Posts	No.	16	\$40	\$640		0%	\$0		\$640
	Signs (normal size)	No.	8	\$200	\$1,600		0%	\$0		\$1,600
						\$31,840			\$1,480	\$33,320
Miscellaneous	Service Relocation(s)	allow	1	\$10,000	\$10,000		10%	\$1,000		\$11,000
						\$10,000			\$1,000	\$11,000
Additional Items	Native Tree Offset	per tree	2	\$2,000	\$4,000		10%	\$400		\$4,400
	Road Detour maintenance	Item	1	\$8,000	\$8,000			\$0		\$8,000
						\$12,000			\$400	\$12,400
Fees	Feature Survey	Item	1	\$3,000	\$3,000		2%	\$60		\$3,060
	Geo Technical investigations	Item	1	\$10,000	\$10,000		2%	\$200		\$10,200
	Permits (CMA)	Item	1	\$1,000	\$1,000		5%	\$50		\$1,050
	Design and documentation	Item	1	\$30,000	\$30,000		0%	\$0		\$30,000
	Third party design sign off	Item	1	\$5,000	\$5,000		10%	\$500		\$5,500
	Public Consultation	Item	1	\$500	\$500		10%	\$50		\$550
						\$39,500			\$1,610	\$50,360
Bridge B044 TOTAL (inc Contingency)						\$359,020			\$17,774	\$386,044

PART	DESCRIPTION	UNIT	Q'TY	RATE	AMOUNT	SUBTOTAL	CONT. %	CONT \$	SUBTOTAL	ADJ. TOTAL
Bridge Structure B045	B045 single span concrete bridge with abutments (deck area)	m^2	57.12	\$3,000	\$171,360		5%	\$8,568		\$179,928
						\$171,360			\$8,568	\$179,928
Earthworks	Tree removal(s) and disposal	no	2	\$1,000	\$2,000		5%	\$100		\$2,100
	Demolition and disposal bridge	allow	1	\$10,000	\$10,000		5%	\$500		\$10,500
						\$12,000			\$600	\$12,600
Pavement	Stabilisation (depth.....mm)	allow	1	\$5,000	\$5,000		5%	\$250		\$5,250
	Sub-Base Class 3 (200mm)	m^2	124	\$22	\$2,728		5%	\$136		\$2,864
	Base Material Class 2 (100mm)	m^2	124	\$18	\$2,232		5%	\$112		\$2,344
						\$9,960			\$498	\$10,458
Traffic Facilities	Safety Barriers	m	102	\$220	\$22,440		0%	\$0		\$22,440
	Terminal Ends	No	4	\$5,000	\$20,000		5%	\$1,000		\$21,000
	Guide Posts	No.	16	\$40	\$640		0%	\$0		\$640
	Line marking	Item	0		\$0		0%	\$0		\$0
	Signs (normal size)	No.	8	\$200	\$1,600		0%	\$0		\$1,600
						\$44,680			\$1,000	\$45,680
Miscellaneous	Service Relocation(s)	allow	1	\$10,000	\$10,000		10%	\$1,000		\$11,000
						\$10,000			\$1,000	\$11,000
Additional Items	Native Tree Offset	per tree	2	\$2,000	\$4,000		10%	\$400		\$4,400
	Road Detour maintenance	Item	1	\$8,000	\$8,000			\$0		\$8,000
						\$12,000			\$400	\$12,400
Fees	Feature Survey	Item	1	\$3,000	\$3,000		2%	\$60		\$3,060
	Geo Technical investigations	Item	1	\$10,000	\$10,000		2%	\$200		\$10,200
	Permits (CMA)	Item	1	\$1,000	\$1,000		5%	\$50		\$1,050
	Design and documentation	Item	1	\$30,000	\$30,000		0%	\$0		\$30,000
	Third party design sign off	Item	1	\$5,000	\$5,000		10%	\$500		\$5,500
	Public Consultation	Item	1	\$500	\$500		10%	\$50		\$550
						\$39,500			\$1,610	\$50,360
Bridge B045 TOTAL (inc Contingency)						\$299,500			\$13,676	\$322,426

PART	DESCRIPTION	UNIT	Q'TY	RATE	AMOUNT	SUBTOTAL	CONT. %	CONT \$	SUBTOTAL	ADJ. TOTAL
Bridge Structure B046	B046 single span concrete bridge with abutments (deck area)	m^2	59.84	\$3,000	\$179,520		5%	\$8,976		\$188,496
						\$179,520			\$8,976	\$188,496
Earthworks	Tree removal(s) and disposal	no	2	\$1,000	\$2,000		5%	\$100		\$2,100
	Demolition and disposal bridge	allow	1	\$10,000	\$10,000		5%	\$500		\$10,500
						\$12,000			\$600	\$12,600
Pavement	Stabilisation (depth.....mm)	allow	1	\$5,000	\$5,000		5%	\$250		\$5,250
	Sub-Base Class 3 (200mm)	m^2	124	\$22	\$2,728		5%	\$136		\$2,864
	Base Material Class 2 (100mm)	m^2	124	\$18	\$2,232		5%	\$112		\$2,344
						\$9,960			\$498	\$10,458
Traffic Facilities	Safety Barriers	m	102	\$220	\$22,440		0%	\$0		\$22,440
	Terminal Ends	No	4	\$5,000	\$20,000		5%	\$1,000		\$21,000
	Guide Posts	No.	16	\$40	\$640		0%	\$0		\$640
	Line marking	Item	0		\$0		0%	\$0		\$0
	Signs (normal size)	No.	8	\$200	\$1,600		0%	\$0		\$1,600
						\$44,680			\$1,000	\$45,680
Miscellaneous	Service Relocation(s)	allow	1	\$10,000	\$10,000		10%	\$1,000		\$11,000
						\$10,000			\$1,000	\$11,000
Additional Items	Native Tree Offset	per tree	2	\$2,000	\$4,000		10%	\$400		\$4,400
	Road Detour maintenance	Item	1	\$8,000	\$8,000			\$0		\$8,000
						\$12,000			\$400	\$12,400
Fees	Feature Survey	Item	1	\$3,000	\$3,000		2%	\$60		\$3,060
	Geo Technical investigations	Item	1	\$10,000	\$10,000		2%	\$200		\$10,200
	Permits (CMA)	Item	1	\$1,000	\$1,000		5%	\$50		\$1,050
	Design and documentation	Item	1	\$30,000	\$30,000		0%	\$0		\$30,000
	Third party design sign off	Item	1	\$5,000	\$5,000		10%	\$500		\$5,500
	Public Consultation	Item	1	\$500	\$500		10%	\$50		\$550
						\$39,500			\$1,610	\$50,360
Bridge B046 TOTAL (inc Contingency)						\$307,660			\$14,084	\$330,994

Reconstruction of three bridge on Allambee Estate Road, Allambee

APPENDIX 3 – WHOLE OF LIFE COST

Life cycle cost matrix (general)											
Note: PINK shaded cell(s) to be filled in by Project Officer. Whole of life cost for each asset category are shown in MAUVE coloured cells. Delete non applicable rows.											
	\$1,040,000									\$24,540	\$2,358,781
Asset category	Capital Expenditure New, Upgrade or Expansion	Avg Life (Yrs)	Annual Renewal %	Annual Renewal \$	Annual Maintenance (%)	Annual Maintenance Cost	Annual Operating (%)	Annual Operating Cost	Annual Maintenance & Operating cost	Total Annual Cost	Total Whole of Life Cost
Unsealed Roads	\$32,251	20	5.00%	\$1,613	1.20%	\$387	0.15%	\$48.38	\$435.39	\$2,047.94	\$40,959
Bridges	\$1,007,749	100	1.00%	\$10,077	1.20%	\$12,093	0.10%	\$1,008	\$13,101	\$23,178	\$2,317,823

Reconstruction of three bridge on Allambee Estate Road, Allambee

Abutment Testing Bridge B044:

Pit and Sherry Level 3 inspection report B044:

Pit and Sherry Level 3 inspection report B045:

Pit and Sherry Level 3 inspection report B046:

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APPENDIX 2 – VALIDATION ESTIMATE

Project Name:	Allambee Estate Rd Bridges Reconstruction	Project Manager:	Alex							
Ledger Number:	100569	Estimation Date:	Feb-16							\$1,040,000
PART	DESCRIPTION	UNIT	Q'TY	RATE	AMOUNT	SUBTOTAL	CONT. %	CONT \$	SUBTOTAL	ADJ. TOTAL
Bridge Structure B044	B044 single span concrete bridge with abutments (deck area)	m^2	80.24	\$3,000	\$240,720		5%	\$12,036		\$252,756
						\$240,720			\$12,036	\$252,756
Earthworks	Tree removal(s) and disposal	no	5	\$1,000	\$5,000		5%	\$250		\$5,250
	Demolition and disposal bridge	allow	1	\$10,000	\$10,000		5%	\$500		\$10,500
						\$15,000			\$750	\$15,750
Pavement	Stabilisation (depth.....mm)	allow	1	\$5,000	\$5,000		5%	\$250		\$5,250
	Sub-Base Class 3 (200mm)	m^2	124	\$22	\$2,728		5%	\$136		\$2,864
	Base Material Class 2 (100mm)	m^2	124	\$18	\$2,232		5%	\$112		\$2,344
						\$9,960			\$498	\$10,458
Traffic Facilities	Safety Barriers	m	64	\$150	\$9,600		5%	\$480		\$10,080
	Terminal Ends	No	4	\$5,000	\$20,000		5%	\$1,000		\$21,000
	Guide Posts	No.	16	\$40	\$640		0%	\$0		\$640
	Signs (normal size)	No.	8	\$200	\$1,600		0%	\$0		\$1,600
						\$31,840			\$1,480	\$33,320
Miscellaneous	Service Relocation(s)	allow	1	\$10,000	\$10,000		10%	\$1,000		\$11,000
						\$10,000			\$1,000	\$11,000
Additional Items	Native Tree Offset	per tree	2	\$2,000	\$4,000		10%	\$400		\$4,400
	Road Detour maintenance	Item	1	\$8,000	\$8,000			\$0		\$8,000
						\$12,000			\$400	\$12,400
Fees	Feature Survey	Item	1	\$3,000	\$3,000		2%	\$60		\$3,060
	Geo Technical investigations	Item	1	\$10,000	\$10,000		2%	\$200		\$10,200
	Permits (CMA)	Item	1	\$1,000	\$1,000		5%	\$50		\$1,050
	Design and documentation	Item	1	\$30,000	\$30,000		0%	\$0		\$30,000
	Third party design sign off	Item	1	\$5,000	\$5,000		10%	\$500		\$5,500
	Public Consultation	Item	1	\$500	\$500		10%	\$50		\$550
						\$39,500			\$1,610	\$50,360
Bridge B044 TOTAL (inc Contingency)						\$359,020			\$17,774	\$386,044

PART	DESCRIPTION	UNIT	Q'TY	RATE	AMOUNT	SUBTOTAL	CONT. %	CONT \$	SUBTOTAL	ADJ. TOTAL
Bridge Structure B045	B045 single span concrete bridge with abutments (deck area)	m^2	57.12	\$3,000	\$171,360		5%	\$8,568		\$179,928
						\$171,360			\$8,568	\$179,928
Earthworks	Tree removal(s) and disposal	no	2	\$1,000	\$2,000		5%	\$100		\$2,100
	Demolition and disposal bridge	allow	1	\$10,000	\$10,000		5%	\$500		\$10,500
						\$12,000			\$600	\$12,600
Pavement	Stabilisation (depth.....mm)	allow	1	\$5,000	\$5,000		5%	\$250		\$5,250
	Sub-Base Class 3 (200mm)	m^2	124	\$22	\$2,728		5%	\$136		\$2,864
	Base Material Class 2 (100mm)	m^2	124	\$18	\$2,232		5%	\$112		\$2,344
						\$9,960			\$498	\$10,458
Traffic Facilities	Safety Barriers	m	102	\$220	\$22,440		0%	\$0		\$22,440
	Terminal Ends	No	4	\$5,000	\$20,000		5%	\$1,000		\$21,000
	Guide Posts	No.	16	\$40	\$640		0%	\$0		\$640
	Line marking	Item	0		\$0		0%	\$0		\$0
	Signs (normal size)	No.	8	\$200	\$1,600		0%	\$0		\$1,600
						\$44,680			\$1,000	\$45,680
Miscellaneous	Service Relocation(s)	allow	1	\$10,000	\$10,000		10%	\$1,000		\$11,000
						\$10,000			\$1,000	\$11,000
Additional Items	Native Tree Offset	per tree	2	\$2,000	\$4,000		10%	\$400		\$4,400
	Road Detour maintenance	Item	1	\$8,000	\$8,000			\$0		\$8,000
						\$12,000			\$400	\$12,400
Fees	Feature Survey	Item	1	\$3,000	\$3,000		2%	\$60		\$3,060
	Geo Technical investigations	Item	1	\$10,000	\$10,000		2%	\$200		\$10,200
	Permits (CMA)	Item	1	\$1,000	\$1,000		5%	\$50		\$1,050
	Design and documentation	Item	1	\$30,000	\$30,000		0%	\$0		\$30,000
	Third party design sign off	Item	1	\$5,000	\$5,000		10%	\$500		\$5,500
	Public Consultation	Item	1	\$500	\$500		10%	\$50		\$550
						\$39,500			\$1,610	\$50,360
Bridge B045 TOTAL (inc Contingency)						\$299,500			\$13,676	\$322,426

PART	DESCRIPTION	UNIT	Q'TY	RATE	AMOUNT	SUBTOTAL	CONT. %	CONT \$	SUBTOTAL	ADJ. TOTAL
Bridge Structure B046	B046 single span concrete bridge with abutments (deck area)	m^2	59.84	\$3,000	\$179,520		5%	\$8,976		\$188,496
						\$179,520			\$8,976	\$188,496
Earthworks	Tree removal(s) and disposal	no	2	\$1,000	\$2,000		5%	\$100		\$2,100
	Demolition and disposal bridge	allow	1	\$10,000	\$10,000		5%	\$500		\$10,500
						\$12,000			\$600	\$12,600
Pavement	Stabilisation (depth.....mm)	allow	1	\$5,000	\$5,000		5%	\$250		\$5,250
	Sub-Base Class 3 (200mm)	m^2	124	\$22	\$2,728		5%	\$136		\$2,864
	Base Material Class 2 (100mm)	m^2	124	\$18	\$2,232		5%	\$112		\$2,344
						\$9,960			\$498	\$10,458
Traffic Facilities	Safety Barriers	m	102	\$220	\$22,440		0%	\$0		\$22,440
	Terminal Ends	No	4	\$5,000	\$20,000		5%	\$1,000		\$21,000
	Guide Posts	No.	16	\$40	\$640		0%	\$0		\$640
	Line marking	Item	0		\$0		0%	\$0		\$0
	Signs (normal size)	No.	8	\$200	\$1,600		0%	\$0		\$1,600
						\$44,680			\$1,000	\$45,680
Miscellaneous	Service Relocation(s)	allow	1	\$10,000	\$10,000		10%	\$1,000		\$11,000
						\$10,000			\$1,000	\$11,000
Additional Items	Native Tree Offset	per tree	2	\$2,000	\$4,000		10%	\$400		\$4,400
	Road Detour maintenance	Item	1	\$8,000	\$8,000			\$0		\$8,000
						\$12,000			\$400	\$12,400
Fees	Feature Survey	Item	1	\$3,000	\$3,000		2%	\$60		\$3,060
	Geo Technical investigations	Item	1	\$10,000	\$10,000		2%	\$200		\$10,200
	Permits (CMA)	Item	1	\$1,000	\$1,000		5%	\$50		\$1,050
	Design and documentation	Item	1	\$30,000	\$30,000		0%	\$0		\$30,000
	Third party design sign off	Item	1	\$5,000	\$5,000		10%	\$500		\$5,500
	Public Consultation	Item	1	\$500	\$500		10%	\$50		\$550
						\$39,500			\$1,610	\$50,360
Bridge B046 TOTAL (inc Contingency)						\$307,660			\$14,084	\$330,994



BRIDGES RENEWAL PROGRAM – ROUND THREE

PROJECT AGREEMENT

Project Name	Allambee Estate Road Bridges Replacement
Proponent	Baw Baw Shire Council

The Department of Infrastructure and Regional Development's (the Department's) Infrastructure Management System (IMS) project details are as follows:

IMS Project Name	Baw Baw Shire Council - Allambee Estate Road Bridges Replacement
IMS Project Number	094467-17VIC-BR3
Project Deliverable	Replace and widen three two lane concrete bridges increasing the load limits of 20T, 12T and 10T (reduced restrictions) to 166T, extending the useful lives to 100 years.
Australian Government Funding Amount	Up to \$520,000

1. Introduction

The Australian Government has now formally approved the funding for the above project under the *National Land Transport Act 2014*, via the execution of a funding *Instrument*. We have include a copy of the *Instrument* in the email to you to evidence this approval.

We recommend that Proponents file this *Project Agreement* for future reference as it documents the agreed terms and conditions between the Proponent and the Australian Government and it provides partially completed templates for claiming milestone payments.

2. Construction Activities

You may now accept tenders and/or commence construction on site and/or proceed with fabrication of major off-site components.

2.1 Construction Dates

The current nominated construction dates are:

Scheduled Construction Commencement Date	1 March 2018
Scheduled Construction End Date	1 December 2018

If these dates change, please email your contact officer at the Department (see Section 5) with the revised dates.

Note: Projects are required to be completed by 30 June 2020.

3. Milestones

3.1 Milestone Amounts and Dates

The scheduled milestones for your project are:

Milestone Event	Milestone	Amount of Australian Government Contribution
Commencement of Construction	1 February 2018	\$208,000
Post Completion Report	1 February 2019	\$312,000
Australian Government Funding		Up to \$520,000

If a milestone is achieved before the scheduled date then you should complete and forward your milestone claim for payment to the Department and State Contact Officer as soon as possible. Providing all conditions have been met, the Department will bring forward the milestone and arrange payment as soon as possible under its monthly processing arrangement.

Please refer to the *Offer of Funding* for more details on the structuring of Milestones.

3.2 Automatic Rollover of Milestones

If a Proponent misses a scheduled milestone date it will be automatically moved to the next February or October period, unless otherwise agreed on a case by case basis. It is the obligation of the Proponent to contact the Department to request this exception to the rule.

3.3 May and June Milestones

Due to end of financial year arrangements, the Department is unable to bring forward milestones into the May or June monthly cycles.

3.4 Requirements for Claiming Payment against Milestones

Commencement of Construction

To claim payment under Commencement of Construction the Proponent must provide:

- Sufficient details and photographic evidence of construction having commenced either on-site or at the pre-fabrication site;
- Photographic evidence of Bridge Renewal Program signs in place (one on each side of the bridge) acknowledging the Australian Government's contribution; and
- Signed Milestone Certification (template at Attachment A).

Evidence of Completion of Superstructure or Structural Progress

For Proponents that have three milestones, to claim payment under Milestone 2 the proponent must provide:

- Sufficient details and photographic evidence of structural progress; and
- Signed Milestone Certification (template at Attachment A).

Post-Completion Report

To claim the final payment on the Post Completion Report milestone, the Proponent must provide:

- Signed Milestone Certification (template at Attachment A);
- Sufficient details and photographic evidence confirming that the bridge is operational and open to traffic;
- Copy of a letter sent to the National Heavy Vehicle Regulator (if applicable); and
- Completed Post-Completion Report (template at Attachment B).

If the load limit has been increased then a letter should be sent to the National Heavy Vehicle Regulator informing them of the increased load limit and what increase in heavy vehicle access has been granted as a consequence of the increase in load limit.

The Post Completion Report is based on the template report from the Notes on Administration. Please note final payment will not be paid until receipt and acceptance of the report by the Department.

3.5 Underspends

In the event of a Total Project Cost underspend then the Australian Government contribution will be reduced to the lesser of 50 per cent of Total Project Cost or the Approval Amount.

If you have an underspend then your Post Completion Milestone claim amount needs to be reduced to reflect the underspend. The Australian Government amount will need to be rounded down to the closest dollar as we do pay cents.

3.6 Claim Templates

The Australian Government has completed (as best it can) template forms at the end of this document to assist you in completing your milestone claims.

3.7 Invoicing

Proponents should NOT raise an invoice with the Australian Government. However, state and territory road agencies may require Councils to raise invoices against them in order to effect payment. Please discuss this with your state/territory contact.

Note: All Bridges Renewal Program payments are GST Exclusive and are paid in the first instance to the state/territory road agency in your state or territory. This agency will then on-forward the payment to you.

3.8 Timing of payments

For your information and cash management, the sequence for milestone payments is as follows:

Month	Activity/deadlines
-------	--------------------

One day before the milestone Month	The Department stops making adjustments in its Infrastructure Management System (IMS) to place the milestone in the next calendar month.
Milestone Month	Councils send milestone claim and documentation to the Australian Government and a copy to their state/territory contact by the 5 th of the month if it has not already done so. State and Territory Road Agencies enter all claims for payment and documentation into IMS by the 13 th of the month. The Australian Government (if all requirements have been met) approves the milestone claim by the 22 nd of the month.
Month after Milestone	Australian Government makes payment to the state or territory government treasury on the 7 th of the month. Subsequent on-payment to the council is dependent upon individual state or territory government payment procedures.

3.9 Australian Government Contribution

The Australian Government contribution:

- Will NOT be increased above the nominated Australian Government contribution figure;
- Can NOT exceed 50% of the actual total project cost; and
- Must NOT be utilised to fund other projects.

Proponents cannot utilise other Australian Government funding to contribute towards their matching funding, such as:

- Roads to Recovery;
- Black Spot;
- National Disaster Recovery;
- National Stronger Regions;
- Building Better Futures; and
- Community Development Fund.

4. Status Reports

As a minimum requirement, the Department requires Proponents to submit status reports every February and October on the progress of the project. This is usually a short report of less than 100 words. Guidance on wording for the reports are at Attachment C.

The Department would appreciate the submission of a concise status report as major construction events (such as commencement and completion) are close to occurring.

5. Contact Details

5.1 Australian Government Contact Details

For the ongoing management of your funding arrangement the Australian Government contact officer is:

Name: Ms Lesley-Ann Atkins
Telephone: 02 6274 6886
Email: lesley-ann.atkins@infrastructure.gov.au

5.2 State Government Contact Details

The State Contact Officer is

Name: Devlin Tracey-Shaw
Section/Title: Intergovernment Relations
Organisation: Transport for Victoria
Email: devlin.tracey-shaw@ecodev.vic.gov.au
Telephone: (03) 8392 7250

5.3 Council Contact Details

Name: Tim Sweeney
Title: Grants and Advocacy Officer
Email: tim.sweeney@bawbawshire.vic.gov.au

6. Funding Arrangements

The project funding and scope is as follows

Australian Government Funding Amount (GST Exclusive)	\$520,000
Council Funding	\$520,000
State/Territory Government Funding	\$
Other Funding	\$
Total Project Cost (GST exclusive)	\$1,040,000

Please advise the Australian Government if these arrangements change.

7. Signage

It is a requirement of Australian Government funding that signage needs to be displayed on either side of the bridge works to acknowledge its funding contribution. Photographic evidence will need to be supplied as part of your milestone reporting requirements. Payments will be delayed until photographic evidence is provided.

Please refer to the Print and Signage Guidelines on the Department's website at

http://investment.infrastructure.gov.au/about/resources/signage_guidelines.aspx

Note: these requirements are similar to what is required for Black Spot program projects.

8. Events (Public Recognition)

Under the Notes on Administration, any event to be held that includes funding provided by the Australian Government requires acknowledgement of the Australian Government's funding contribution to the project.

Please ensure that the Department is advised 4-6 weeks in advance of any proceedings so all parties can work cooperatively in arranging matters such as agreement of dates, plaques to be made and attendance by Members of Parliament or their representatives.

Please refer to the Public Recognition requirements on Page 7, Section 1.9 for more information

http://investment.infrastructure.gov.au/about/resources/notes_on_administration.aspx

9. National Heavy Vehicle Regulator

If your project involves an upgrade in the load limit capacity of the bridge, then as part of the Post Completion Report your council is expected to provide a copy of its letter to the National Heavy Vehicle Regulator advising the Regulator of increased heavy vehicle capacity.

[Please place on Baw Baw Shire Council Letterhead]

MILESTONE CERTIFICATION

COMMENCEMENT OF CONSTRUCTION

Ms Sarah Leeming
General Manager
South East Infrastructure Investment
Infrastructure Investment Division
Department of Infrastructure and Regional Development

BAW BAW SHIRE COUNCIL - ALLAMBEE ESTATE ROAD BRIDGES REPLACEMENT - REQUEST FOR MILESTONE PAYMENT

In accordance with the agreed Project Milestone schedule for the project, I certify that the Commencement of Construction Milestone has been achieved. I request payment of \$208,000 as agreed in the Project Milestone Schedule in the *Project Agreement*.

I have provided sufficient details, photographic evidence and other documentation (where necessary) to claim for payment, being

- Photographic evidence of construction on-site or fabrication of components off-site
- Photographic evidence of the Bridges Renewal Program signs on both approaches to the bridge

Yours Sincerely,

Signed:

Name:

Position title ...CEO / General Manager / Chief Finance Officer / Head of Infrastructure / Chief Engineer

Date: / /

[Please place on Baw Baw Shire Council Letterhead]

MILESTONE CERTIFICATION

POST COMPLETION REPORT

Ms Sarah Leeming
General Manager
South East Infrastructure Investment
Infrastructure Investment Division
Department of Infrastructure and Regional Development

BAW BAW SHIRE COUNCIL - ALLAMBEE ESTATE ROAD BRIDGES REPLACEMENT - REQUEST FOR MILESTONE PAYMENT

In accordance with the agreed Project Milestone schedule for the project, I certify that the Practical Completion of the Project has occurred and the Submission of the Post Completion Report Milestone has been achieved via the attached document. I request payment of \$312,000 (do not include cents) as agreed in the Project milestone schedule in the Project Agreement.

I have provided sufficient details, photographic evidence and other documentation (where necessary) to claim for payment, being

- Photographic evidence of the completed bridge and is open for use by the public, along with the Bridges Renewal Program signs in place near the bridge
- The Completed Post Completion Report
- Copy of a letter to the National Heavy Vehicle Regulator (if applicable)

Yours Sincerely,

Signed:

Name:

Position title CEO / General Manager/Chief Finance Officer/Head of Infrastructure/Chief Engineer

Date: / /



Post Completion Report

The Final Milestone will not be paid until the Department accepts the Post-Completion Report. If required, the Department may ask the Funding Recipient to revise the submitted report before accepting it.

PROJECT: BAW BAW SHIRE COUNCIL - ALLAMBEE ESTATE ROAD BRIDGES REPLACEMENT

PROPONENT: BAW BAW SHIRE COUNCIL

Scope

Provide details of all changes to the scope following Project approval* for comparison purposes, including descriptions of the:

- original Project scope approved
- scope change
- rational for the change

Original Scope	Scope change	Rational for change
Replace and widen three two lane concrete bridges increasing the load limits of 20T, 12T and 10T (reduced restrictions) to 166T, extending the useful lives to 100 years.		

*Unapproved changes to scope and quality will require further investigation by the Department and the Final Milestone will not be paid until this has been achieved.

Schedule

Project Period as agreed on approval of the Delivery Phase		Actual Project Period	
Construction start date	Physical completion date	Construction start date	Physical completion date
1 March 2018	1 December 2018		

Provide details of the rationale for changes to the construction start or physical completion dates and how was the impact of these changes managed.

Cost

Please provide details of the finalised project costs below.

Project Cost Category	Cost	Comments
Client Management and Oversight Costs		
Project management		
Design & investigation		
Applicant supplied insurances, fees, levies		
Property purchase price		
Property purchase transaction costs		
Environmental offsets		
Construction Costs		
Environmental works		
Traffic Management and temporary works		
Bulk earthworks		
Retaining walls		
Drainage		
Bridge costs		
Pavements		
Finishing works		
Traffic signage, signals, signals and controls		
Design (if by contractor)		
Supplementary items		
TOTAL PROJECT COST		

Proposal's Budgeted Total Project Cost	\$1,040,000	
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Performance

Provide information on the progress of the Project in meeting agreed Transport Performance Indicators. Include a table of figures if appropriate.

Not applicable for Bridge Renewal Program projects

Innovation

Provide innovative Project delivery techniques that have resulted in positive economic, safety, social, environmental, integration or transparency outcomes (for example, use of recycled material, techniques to reduce water and energy consumption, Project delivery methods that deliver Project savings, or private funding or financing models.)

Indigenous Strategy

Was an Indigenous workforce strategy incorporated into the delivery of the Project? YES/NO

IF Yes - What were the Indigenous employment outcomes under that strategy?

Additional Project Data

Relevant data should be provided for the purposes of evaluating the program by the Department.

AADT - Annual average daily traffic

Type	Measure	As Per Proposal		Actual Achieved At Completion	Metric
		Before	After		
Bridge Dimensions	Bridge length				metres
	Bridge width				metres
	Number of lanes	2	2		
Load Limits	Load limit of bridge	27	166		tonnes
Traffic volumes	Traffic volume	38	60		AADT
Heavy Vehicles	Heavy vehicle traffic	12	18		AADT
Detour	Length of any detour removed				km

High Mass Limits	Length of any additional heavy vehicle access opened up				km
If the project sought to address flooding	How many days on average was/will the bridge be closed	1	0		Days per year

Any other information that demonstrates increased productivity and/or improved access as an outcome of this project?

Post Completion Report Certification

By signing below you confirm that all information provided in this report is true and correct.

Signature: Date: / /

Name:

Position:.....

Baw Baw Shire Council

February / October Status Reporting Guidance

When	Every February and October And the two months leading up to commencement and practical completion of the Project
Where to send the update	To the Australian Government and your state / territory road contact as shown in Section 5 by the 5 th of February and October
What period do you cover?	The last three months, the current month and the next month.
What you need to say?	A brief status on the project. Limit responses to 100 words generally, If the project is progressing well or close to expectations. See listing below on the types of comments we are looking to receive. If there is a major delay or risk then a greater level of details will be required.
What must I comment on?	Timing: <ul style="list-style-type: none"> • The project is generally on-time, or • The project is behind by XX months and will now finish construction in MM/YY Costs <ul style="list-style-type: none"> • The total project cost is still valid, or • The total project cost is expected to be significantly different. It is now expected to be \$
What other comments do I include?	We are generally looking for <u>up to</u> 3 other key status updates from the examples below: <ul style="list-style-type: none"> • Design and approval document is to be completed by MM/YY • Tender documents publicly issued on DD/MM/YY • Successful tender accepted DD/MM/YY • Traffic management signals in place • BRP signs erected • Construction on site started DD/MM/YY • Major fabrication off-site commenced / completed • Demolition commenced / completed • Sod turning ceremony planned for MM/YY • No sod turning ceremony planned • Opening ceremony planned for DD/MM/YY, Minister invited • No opening ceremony planned • Bridge open to traffic on DD/MM/YY • Post –completion report expected to be submitted MM/YY
Project expenditure	Please give an estimate of expenditure made to date



BRIDGES RENEWAL PROGRAM – ROUND THREE

OFFER OF FUNDING

Project Name	Allambee Estate Road Bridges Replacement
Council Name	Baw Baw Shire Council

This form **must** be completed and returned by **10 November 2017**.

1. Introduction

On 14 September 2017, the Australian Government announced that the above project had been successful under Round Three of the Bridges Renewal Program (the Program). To formalise the approval and to enable this project to proceed, you will now need to confirm the project's ongoing eligibility and the availability of your matching funds. This *Offer of Funding* outlines the funding for your project, the administrative arrangements, proposed milestone payments and reporting requirements. Once you have confirmed these arrangements and agreed to the provisions outlined in this *Offer of Funding*, you should return a signed copy back to the Department of Infrastructure and Regional Development (the Department) by 10 November 2017.

Once the Department is satisfied all requirements have been met, it will formally complete the Australian Government approval and provide you with the *Project Agreement*. A copy of the *Project Agreement* will also be provided to the state/territory government for their records.

Note: Council must wait until the receipt of this *Project Agreement* before it can commence construction.

2. Project Details

Australian Government Funding Amount (GST Exclusive)	Up to \$520,000
Council Funding	\$520,000
State/Territory Government Funding	\$ 0
Other Funding	\$ 0
Total Project Cost (GST exclusive)	\$1,040,000

Project Description	Replace and widen three two lane concrete bridges increasing the load limits of 20T, 12T and 10T (reduced restrictions) to 166T, extending the useful lives to 100 years, allowing for improved community access, heavy vehicle access (livestock, rural suppli
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3. Important Confirmations from Council

The *National Land Transport Act 2014* (the Act) requires the Department to ensure that all projects continue to meet the eligibility requirements of the Program prior to formal approval of funding.

Construction **must not** begin prior to Council receiving confirmation from the Department that the project may commence (construction means actual on ground works at the project site and/or the fabrication of major components off-site) and tenders cannot be accepted (i.e. contracts cannot be executed).

In order to continue to be eligible for funding the Council needs to confirm all the following are YES responses. If you answer NO to any of these questions then you will NOT be eligible to accept this *Offer of Funding*.

Confirmation	Yes / No
<p>Council will wait until it receives formal confirmation (and a copy of the <i>Project Agreement</i>) from the Department before commencing construction.</p> <p>(Note: internal planning, approvals and design work can be undertaken at this stage).</p>	Yes
Matching Funding has been confirmed - see Section 4 below for details to be provided.	Yes
Council confirms that any project cost overruns will be Council's full financial responsibility.	Yes
Council acknowledges that the Australian Government contribution amount will not be increased.	Yes
Council acknowledges that funds will only be utilised for the nominated project and any cost savings CANNOT be utilised against other projects.	Yes
<p>Any cost underspends will be shared equally between Council and the Australian Government.</p> <p>Note - The Australian Government contribution will never be greater than 50% of the Total</p>	Yes

Project Cost.	
The Council will only use funding from this program (and no other Australian Government program) to fund any part of the approved project. (Examples of other Australian Government programs includes but is not limited to: Roads to Recovery, Black Spots, Natural Disaster Recovery funding, Building Better Regions Fund, Stronger Communities or the Community Development Fund).	Yes
Construction is scheduled to commence before 1 January 2019.	Yes
Construction is scheduled to be completed by 30 June 2020.	Yes
The project budget has been confirmed in line with the information provided with the proposal.	Yes

Note: The following confirmation is only relevant for proponents with more than one successful project.

Council to confirm that all successful projects are scheduled to start and be completed within the agreed timeframes (please attach a works schedule if available) and matching funding is available for all projects.	Yes
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If you have answered No to ANY of the above, you must contact the Department immediately.

4. Matching Funding

Council needs to confirm matching funding for the project before the Australian Government can approve funding. Confirmation of matching funding needs to be attached to this *Offer of Funding* when it is returned to the Department. For confirmation of amounts committed by Council, evidence of confirmed funding can be via:

- Council resolution through documented Minutes; or
- The provision of the Council minutes approving its infrastructure budget with line item/s clearly marked and showing an amount equal to the matching funds; or
- Signed letter in the format provided at Attachment A.

For confirmation of amounts committed by state/territory governments and/or others, a copy of the letter of commitment is required. If this is not currently available, Council will need to commit the full amount of matching funding (see Attachment A) and seek this matching money from the state/territory or other funding source at a later stage.

5. Tendering of Works

Will the Council be issuing a public tender for the bridge construction works?	Yes	If No, please complete the 'Request for Exemption Form' provided with this <i>Offer of Funding</i> and return with this form. (Refer Attachment B)
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All successful proponents (state, territory and local governments) should, as a matter of policy use public tender processes for infrastructure investment projects. Under the Act, all works greater than \$100,000 (and where there is no pre-existing panel arrangement in place) need to gain exemption consent from the Australian Government Minister for Infrastructure and Transport (or an appropriate delegate) if it is not subject to public tender requirements before proceeding further.

Requests for exemption are to be forwarded to the Department when returning the *Offer of Funding*. Note this may add additional administrative time for the Department, as further Approvals are required. Councils should factor this added time into their works program.

6. Milestones and Payments

As outlined in the *Program Information* and *Proposal Form*, successful projects and payments to Councils will be managed through state and territory governments under the National Partnership Agreement on Land Transport Infrastructure Projects (NPA) and related Notes on Administration.

Please note that appropriate funding arrangements (e.g. a separate deed) between local and state/territory governments may also be required. You will need to contact your relevant state/territory road agency to discuss.

As noted in the *Program Information*, given the large number of projects, and as project reporting and payments are managed through state/territory governments, the Department has streamlined the number of milestones and payments for Round Three of the Program.

6.1 Scheduling of Milestones

The Department is introducing a new system for structuring milestones. Milestones will be scheduled to occur in either February and/or October. If a milestone is missed, it will be automatically moved to the next February or October milestone month, unless otherwise agreed on a case by case basis.

If a Council completes a milestone prior to the next milestone date then Council should forward the necessary completed report to the Department as soon as possible and the Department will bring forward the milestone to enable processing and payment. The Department will not bring forward milestones until it receives and has accepted a complete milestone report.

Please note that milestone payments will not be processed during May and June due to end of financial year processes.

6.2 Number of Milestones

For projects that are receiving \$400,000 or less in Australian Government contribution there will be one milestone and payment being on the submission and approval of a Post Completion Report.

For projects receiving over \$400,000 and less than \$800,000 there will be a maximum of two milestones, being Commencement of Construction and Post Completion Report.

For projects over \$800,000 then a maximum of three milestones will be allowed.

Payments will be made on the completion of the following milestones:

- Commencement of Construction
 - This is either on-site construction work or fabrication of off-site major components.
 - A claim letter and photographic evidence is required.
 - Payment to be 40% or less of the Australian Government contribution to a maximum of \$400,000.
- Completion of Superstructure (or similar)
 - A claim letter and photographic evidence is required.
 - The total amount paid (including any commencement milestone payment) is to be a maximum of 60% of the Australian Government Contribution.
- Post Completion Report
 - The bridge has been completed and open to traffic.
 - A financial acquittal is required.
 - A claim letter and photographic evidence is required.
 - A copy of the Post Completion Report has been attached.

6.3 Completion of Milestone Table

Based upon the above requirements and information contained in your proposal, the Department has pre-populated the following milestone table. Please advise if the milestone arrangements have changed or cannot be met.

Milestone Event	Milestone Date	Amount of Australian Government
Commencement of Construction	01 February 2018	\$208,000
Post Completion Report	20 December 2018	\$312,000
Australian Government Funding		Up to \$520,000

Payments will be processed following the receipt and acceptance of the milestone payment claim. Council should note that it may take up to six weeks for state/territory governments to receive funds from the Australian Government once a milestone payment is claimed. A further period should then be allowed by Council for the state/territory government to forward the funds to Council under any arrangements in place outside of this *Offer of Funding and Project Agreement*.

Further information on how to meet and submit milestone payment claims will be provided as part of the *Project Agreement*.

6.4 Timely Completion of Projects and Previous Rounds

As a successful proponent, you have demonstrated an economic and community need for the bridge replacement/upgrade and the Australian Government expects you will undertake the works as soon as practical after being advised (via the Project Agreement) that all Australian Government approvals are in place.

If relevant, the Australian Government will also review all Round One and Two projects which are not complete (and fully acquitted) and seek advice on why delays have occurred and how the proponent plans to address these matters. If the Australian Government is not satisfied with the proponent's response, it reserves the right to hold making payments to Round Three projects until the previous projects have been acquitted. Furthermore, ongoing delays will likely be considered in future funding rounds as to the proponent's ability to construct projects in a timely manner.

6.5 Construction Dates

Based upon the information contained in your proposal, the Department has pre-populated the following construction table. Please advise if these details have changed.

	In Proposal	New Scheduled
Scheduled Construction Commencement Date. This needs to be before 1 January 2019.	01 December 2017	01 March 2018
Scheduled Construction End Date This needs to be before 30 June 2020. This must be before the date of the Post Completion Report Milestone.	01 September 2018	01 December 2018

7. Status Reports

As a minimum requirement, the Department requires Council to submit progress reports in October and February. This is usually a short report of less than 100 words. The Department would appreciate the submission of a concise report as major construction events are close to occurring. Templates to complete progress reports will be provided as part of the *Project Agreement*.

8. Post Completion Reports

Council will be required to complete a project Post Completion Report. This template is based on the template report from the Notes on Administration and will be provided to the Council as part of the *Project Agreement*. When completed, this should be sent to the bridgesrenewal@infrastructure.gov.au inbox and copied to your state/territory contact.

Please note final payment will not be paid until receipt and acceptance of the report by the Department.

9. Signage

It is a requirement of receiving Australian Government funding that signage needs to be displayed on either side of the bridge works to acknowledge its funding contribution. Photographic evidence will need to be supplied as part of your milestone reporting requirements. Payments will be delayed until photographic evidence is provided.

Please refer to the Print and Signage Guidelines on the Department's website at

<http://investment.infrastructure.gov.au/publications/administration//index.aspx>.

Note: these requirements are similar to what is required for Black Spot Program projects.

10. Events (Public Recognition)

Under the Notes on Administration, any event to be held for a project that includes funding provided by the Australian Government requires acknowledgement of the Australian Government's funding contribution.

Please ensure that the Department is advised 4-6 weeks in advance of any proceedings so all parties can work cooperatively in arranging matters such as agreement of dates, plaques to be made and attendance by Members of Parliament or their representatives.

Please refer to the Public Recognition requirements on Page 7, Section 1.9 for more information

http://investment.infrastructure.gov.au/publications/administration/pdf/NoA_November_2014.pdf

11. Australian Government Contact Information

If you need assistance in relation to this *Offer of Funding* or the Program in general, please contact the Department's Bridges Renewal information line on:

Telephone 02 6274 8040 or

Email bridgesrenewal@infrastructure.gov.au

12. Council Contact information

Council needs to confirm the following project contact information is correct, if not please provide the project officer's details.

Details	As advised in Proposal	New Details
Name	Tim Sweeney	
Title	Grants and Advocacy Officer	
Email	tim.sweeney@bawbawshire.vic.gov.au	

13. State Government Contact

If you need to discuss a matter with your state government please contact:

Devlin Tracey-Shaw
Intergovernment Relations
Transport for Victoria
Email: devlin.tracey-shaw@ecodev.vic.gov.au
Telephone: (03) 8392 7250

14. National Heavy Vehicle Regulator

If your project involves an upgrade in the load limit capacity of the bridge, then as part of the Post Completion Report your council is required to provide a letter to the National Heavy Vehicle Regulator advising the Regulator of increased heavy vehicle capacity as a result of work undertaken on the project.

15. Required Actions

If you agree with the requirements, complete all required information, sign and return the scanned document to bridgesrenewal@infrastructure.gov.au. You should also provide an email copy to your state/territory contact.

The reply should include a copy of one of the following:

- Council minutes approving the acceptance of this *Offer of Funding* and committing the necessary matching funds; or
- copy of the council approved program of works showing the bridge and an amount of funding at least equal to the amount of matching funding; or
- copy of a signed letter as per attachment A of this *Offer of Funding*.

This document must be signed by either the Mayor, General Manager or a person authorised to commit funding to this project.

The completed *Offer of Funding* needs to be returned to the Department by 10 November 2017, otherwise the Australian Government reserves its right to withdraw this *Offer of Funding*.

16. Council Acceptance

Council accepts and agrees with the administrative and funding requirements outlined in this package as required by the Australian Government.

Signed

Name
Position


A/ison Leighton
Chief Executive Officer

Baw Baw Shire Council

Date

2 / 10 / 17

17. Next Steps

Upon receipt and acceptance of the *Offer of Funding*, the Department will complete its formal acceptance procedure, which can take several weeks. When it has been formally approved, the Department will send you a *Project Agreement* via email confirming that all arrangements are in place.

The *Project Agreement* will contain the templates for all your reporting purposes and inform you that Council can commence construction of the project. **Do not undertake any construction on the site of your bridge project, undertake fabrication off-site or accept any tenders for construction prior to receiving the *Project Agreement*.**

We wish you well with your bridge project and look forward to receiving your updates.



Attachment A

General Manager
North West Infrastructure Investment Branch
Infrastructure Investment Division
Department of Infrastructure and Regional Development
GPO Box 594
CANBERRA ACT 2601

Dear Sir/Madam

Bridges Renewal Program Round Three

Funding Confirmation Letter

Allambee Estate Road Bridges Replacement

Baw Baw Shire Council wishes to confirm that it has agreed to and approved the commitment of funding to the amount of \$520,000 required for the above project.

Yours sincerely

Signed

A handwritten signature in blue ink, appearing to read "Alison Leighton", written over a dotted line.

Name

Alison Leighton

Position

Chief Executive Officer

Date

2 / 10 / 17

Seeking of Tender Exemption

NATIONAL LAND TRANSPORT ACT 2014 - SECT 24

State or State authority (including Councils) must call for public tenders for certain work

(1) If the funding recipient is a State or an authority of a State, the funding recipient must call for public tenders for all work on the funded project, other than:

- a) work that is maintenance of a road or railway; or
- b) work that is to be carried out by a public utility; or
- c) work that the Minister has, by a written exemption relating to the project, exempted from this condition because, in the Minister's opinion:
 - i. the work is urgently required because of an emergency; or
 - ii. the work is of such a minor nature that the invitation of tenders for the work would involve undue additional cost; or
 - iii. the work is of a kind for which it is not practicable to prepare adequate tender specifications; or
 - iv. the work is of a kind for which competitive tenders are unlikely to be received; or
 - v. the work will contribute to employment in a region; or
 - vi. the cost of the work is less than an amount determined by the Minister by legislative instrument under subsection (4) for the purposes of this subparagraph.

Please note a Council seeking an exemption from the requirement to use a public tender process must detail the:

- scope of works for which the exemption is being sought;
- value of these works;
- intended entity to undertake these works;
- category under which the exemption is being sought; and
- supporting reasons for the exemption.

This obligation can be satisfied in some cases by selecting contractors under a pre-existing panel arrangement, where it can be demonstrated that the pre-existing panel arrangement was the result of a public tender process. If this pre-existing arrangement cannot be demonstrated and the total project cost exceeds \$100,000 you must complete and return the 'Request for Exemption' form attached.

Request for Exemption Template

Please complete the following table for all exemptions:

Scope of works for which the exemption is sought	Value of these works	Intended entity to undertake these works	Category under which the exemption is being sought	Supporting reasons for the exemption
[Project Name]	\$ [Total project cost]	For example - XXXX Shire Council day labour	Choose one of the categories above For example ii) the work is of such a minor nature that the invitation of tenders for the work would involve undue additional cost	For example – Council is experienced in the construction of replacement bridges and is best suited to undertaking this work in a cost effective manner.

National Land Transport Act 2014
Investment Project
Project Approval No. VPT35198
Approval Under Part 3 Sections 9 and 17

I, DEBRA ROBERTSON, A/g General Manager South East Infrastructure Investment Branch as a delegate of the Minister under subsection 93(1) of the *National Land Transport Act 2014* (the Act):

- a) being satisfied that the project referred to below (the Project) is eligible for approval in accordance with section 10 of the Act and considering that it is appropriate to approve the Project in accordance with section 11 of the Act, approve the Project under section 9 of the Act and;
- b) approve, under section 17 of the Act, the provision of Commonwealth funding for the Project to the eligible funding recipient identified below.



s47F

13/10/2017

DEBRA ROBERTSON

Project No.	094467-17VIC-BR3
Project Name	Baw Baw Shire Council - Allambee Estate Road Bridges Replacement
Sub-Programme	Bridges Renewal Programme
Project Description	Replace and widen three two lane concrete bridges increasing the load limits of 20T, 12T and 10T to 166T and extending the useful lives to 100 years.
Maximum Funding Amount that the Commonwealth may Contribute	\$520,000
Eligible Funding Recipient	Department of Economic Development, Jobs, Transport and Resources



MILESTONE CERTIFICATION

Ms Sarah Leeming
General Manager
South East Roads Branch
Infrastructure Investment Division
Department of Infrastructure and Regional Development

Project ID 094467-17VIC-BR3 – Baw Baw Shire Council – Allambee Estate Road Bridges Replacement - REQUEST FOR MILESTONE PAYMENT

In accordance with the agreed Project Milestone Schedule, I certify that Milestone 1 has been achieved – 'Design Completed and Construction Commenced.'

As agreed, I request payment of **\$395,000**. Photos provided.

Yours Sincerely,

Signed

[Redacted Signature]

s47F

Name: Tim Sweeney

Position Title: Grants and Advocacy Officer

Proponent Name: Baw Baw Shire Council – Allambee Estate Road Bridges

Date: 23/05/2018

Department of Infrastructure, Regional Development and Cities Use ONLY

To Business Manager, Infrastructure Investment

On the basis of information provided by the Proponent and our validation of that information, I am satisfied that the Milestone has been achieved and payment can now be made.

Ms Sarah Leeming,
General Manager
South East Roads Branch
Infrastructure Investment
Department of Infrastructure, Regional Development and Cities

[Redacted Signature]

s47F

Date:

20/8/18