

Scope of Works

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1 Introduction

1.1 Project Background

Goolawah Cooperative is located between Port Macquarie and Crescent Head in NSW, about five hours drive north of Sydney, in Dhungutti country. The land-sharing venture was started in 2000 with the objective of building a community in an affordable rural location. The site is located within the Kempsey Shire Council.

Development Consent under legislation allowed for 78 residential sites, which are grouped into several hamlets located in two areas of the property joined by a link road.

In February 2023, Goolawah Cooperative received consent to carry out a Section 138 Roads Act Activity (stage 1 only). This consent includes reconstruction of pavement and seal on Nevertire Road. Works for the activity are funded by the Goolawah Cooperative.

1.2 Project Description

The Scope of this Project is to construct road upgrades per the contract in line with industry best practice. The road is classified as a Rural Local Road (Category 3).

Generally, the road is to be constructed as a 4m wide bitumen sealed (two coat) pavement with 500mm gravel shoulders as permitted by the physical constraints of the road reserve. Sealed passing bays are at approximately 200m intervals. These passing bays are typically 20m long and 2m wide.

1.3 Document Objective

The objective of this document is to outline the Scope of Works to be undertaken by the Contractor to construct the Works. It aims to provide sufficient definition to the selected Contractor to ensure the works are conducted in a timely and efficient manner and in accordance with the project documents.

2 Principal's Documents

2.1 General

All materials, plant and equipment, work activities, workmanship, management processes shall meet the requirements of the Contract, the latest revisions of this document and the applicable Principal's Documents as specified in the **Table 2-1** below.

2.2 Reference Documents*Table 2-1 – Principal's Documents*

Document Number	Title
A - Technical Standards	
TfNSW	TfNSW specification can be found at https://standards.transport.nsw.gov.au/search-standard/
B- Project Drawings	
08 (GEM-001)	Sheet 1 – 5. Revision K, Date 26-11-2022.
09 (2020/0899)	Typical Roadbase Cross-sections
C - Project Documents	
10	Pavement Geotechnical design

3 Scope of Works

3.1 The Works

The Works shall include, but not be limited to, supply all, labour, supervision, management, tools, equipment, plant, supplies, consumables and materials (except those items specifically noted as supplied by the Principal) required to complete the Works;

The Contractor shall take full responsibility for all construction activities required to construct, install and test the Works, including but not limited to:

- Mobilisation/demobilisation of all plant, equipment, materials, and Contractor personnel.
- Provision of a qualified and experienced team to carry out all construction engineering required for completing the Works.
- Provision of quality control inspection of all construction activities.
 - ITP's to be supplied by contractor.
 - Witness and holdpoints for works in alignment with TfNSW standard documents.
- Compliance with all aspects of the Principal's environmental procedures including the performance of environmental monitoring activities.
- Provision of Traffic Control as required to complete the Works.
- Provision of service location, protection and timely reinstatement.
- Pavement and earthworks construction.
- Spray seal wearing course construction.
- Site signage.
- General site landscaping.
- All disturbed areas are to be made good.
- Performance of as-built survey, mark-up of drawings, general arrangements and alignment sheets and documentation.
- Clean-up of workspaces and all other areas affected by the Contractor's activities in accordance with the Principal's Documents
 - Waste and excess materials to be disposed of by the contractor.
 - Upon leaving Site the Contractor must ensure all areas both within and outside the Site affected by personnel, plant, and equipment have been restored to a condition equivalent to, or better than what existed prior to commencing works.
- Access to adjoining properties and driveways is to be maintained throughout the works. Delays are to be pre-warned (48hours notice) to both property owner and project principal.
- In the absence of documentation, works are to be performed in alignment with TfNSW requirements and Kempsey Shire Councils Engineering Guidelines for Subdivisions.

3.2 Exclusions

The following work is excluded from the Contractor's scope of work or otherwise arranged by the Principal: None.

3.3 Program Timing

Construction:

- Practical completion: Fri 13/12/2024

4 General Notes

4.1 Site Inspections and Land Access

The site is a public road and can be inspected at any time.

Other land access agreements for the purpose of construction activities will remain the responsibility of the Contractor.

4.2 Survey

If available, the principle will provide the Contractor with initial site survey in DWG format upon request. Additional survey shall be supplemented by contractor as required.

4.3 Geotech

Geotechnical investigation has been performed for these Works. The Contractor is responsible to engage/supply a suitably qualified geotechnical engineer to undertake further works as required.

4.4 Holdpoints

Nominated holdpoints for this project are:

- a) Pre-construction documentation and site kick-off meeting.
- b) Once the Traffic Control Plan arrangements and pedestrian controls are in place but prior to work commencing on site.
- c) When erosion control measures have been completed.
- d) When stormwater drainage trenches are opened and pipes are laid and jointed. Trenches are not to be backfilled until approval has been obtained.
- e) When each pavement course is ready for inspection and compaction test results have been lodged with Council.
- f) Each subsequent course is not to be commenced until the previous layer is tested and inspected.
- g) Upon completion of the work.

4.5 Document Order of Precedence

In the event of conflicts between this Scope of Work, Principal's Documents, project documentation and the codes and standards listed in, the order of preference (to the extent of such conflict) shall be as follows:

- h) Statutory regulations (those Australian Standards covered by Statutory regulation)
- i) The Principal's Documents
- j) Other relevant non-Statutory Australian Standards
- k) International Codes and Standards

The Contractor shall notify the Principal's Authorised Person in writing of any conflict.

4.6 Request for Information (RFI)

If at any stage the Contractor is unsure of the Scope of Work requirements, the Contractor must submit a Request for Information (RFI), using the template provided, to the Principal's Authorised Person.

The Contractor must maintain an RFI register which must be available to the Principal upon request and must be included in the Completion Report.