Part B –

Street Lighting

& Conduit Installation

(SSLC) Application

Part B

Application Instructions

This **Part B** including the attached spreadsheet and supporting documents must be submitted together with Part A of the application.

**Part B** of the application includes:

* + Prequalification Level information, including minimum requirements
	+ Excel Spreadsheet (Link to the spreadsheet is at the end of this document)

Document Requirements

* Applications will only be considered where all the requirements of the Part A and Part B applications forms are completed
* Applications will only be considered where the minimum eligibility criteria are satisfied and include supporting documentation to demonstrate the competencies outlined.
* Supporting documents must be in English.
* Supporting documents must not have any redacted sections.

***Applications that do not comply with the requirements outlined in Part A
and Part B including the required supporting material requested,
will not be considered.***

Submitting your application

* Upload your application (Part A and Part B), including the spreadsheet and supporting documents to a cloud storage service and email the link to prequal@transport.vic.gov.au

***\*\* Applications will only be accepted from cloud based storage services***

* Ensure the link has no expiry date, no password protection and full download rights have been granted.

**Part B**

**Street Lighting & Conduit Installation (SSLC) - Level**

About this Level

Prequalification at this level covers all works associated with the installation of street lighting and routine and nonroutine maintenance of street lighting schemes.

 replaces the previous prequalification level STCE 1.

This level of prequalification is for the installation and maintenance of DTP owned and operated, AS/NZS 3000 compliant, metered, street lighting. It includes works associated with the installation and maintenance of:

* Street lighting poles.
* Street lighting luminaires.
* Electrical distribution cabinets.
* Conduits and pits for street lighting installations.
* Cabling associated with street lighting.
* The installation of electrical and communications conduits and pits for managed motorway works, on-road electrical works, and traffic signal works.

Devices covered by this level of prequalification include:

* Street lighting poles, including rigid poles, slip base poles, and impact absorbing poles.
* Street Lighting pole outreaches, single and double.
* Luminaires.
* Electrical distribution cabinets.
* Asset Management and control systems. DTP uses the TST system.
* AMCS RTU’s
* AMCS smart cells.

Areas of Competency

Applications of nominated representatives must demonstrate the following areas of competency:

* Suitable qualified employees.
* Competency in all areas off works for the installation and maintenance of the list of equipment noted in the description of works.

Prerequisites

Prerequisites apply for:

* Conduit and pit installation for Traffic Control Equipment (other on-road electrical installations), the works must be certified by an STCE prequalified contractor.
* Conduit and pit installation for traffic signal installations, the works must be certified by an STS prequalified contractor.

Renewal

Prequalification must be renewed every (3) years or in the event you experience significant changes in your company, such as your nominated individual representative leaving your company. Failure to advise the department of changes may result in your application being rejected or prequalification being removed.

## Minimum Requirements

## Maintain a minimum of (2) two, permanent, full-time employees. Nominated employees must be permanent, full-time employees of the company. Part time employees or sub-contractors will not be accepted.

## Nominated employees must have a minimum of (3) three years (within the last six years) of relevant experience1 in AS/NZS 3000 compliant, metered, street lighting installation and maintenance works.

## Nominated employees must have relevant experience1 in SSLC Street Lighting and Conduit installation.

## Licensed in accordance with Energy Safe Victoria requirements carrying out electrical works.

* ***1.*** *Experienced in AS/NZS 3000 compliant street lighting works’, also referred to in this document as ‘****relevant field experience****’ is defined as having worked ‘in the field’, ‘on the tools’, as an electrician/technician, on AS/NZS 3000 compliant street lighting schemes. Evidence must be provided that each nominated employee has spent a minimum of 80% of their time in the field working as an electrician or technician in the nominated area of competency. Employees engaged predominately as project managers, supervisors, will not be considered. Experience must be obtained while working for a company that holds current pre-qualification in the relevant category.*
* ***2.*** *Works on VESI compliant public lighting schemes will not be considered*
* Maintain a secure, suitable size lockable depot in Victoria for the purpose of storing goods and equipment relevant to the works.
* Maintain an office, that is serviced during business hours for the purpose of receiving and relaying works instructions.
* Maintain on-call, at all times, supporting personnel and facilities to effect installation, maintenance and repair works.
* Operate a minimum of two suitable vehicles that are equipped to readily undertake regular work activities that are fitted with flashing amber lights.
* Maintain a communication system which enables direct communication between the company office or base, with field personnel and Department of Transport and Planning (DTP).
* Applicants must complete and pass the included questionnaire.
* For prequalification reviews, previous satisfactory performance in Street Lighting works as described by nominated, and other referees.

## Spreadsheet

Please complete the Part B Spreadsheet linked below.

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