Part B – Traffic Signals (STS)

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](mailto: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**

**Traffic Signals (STS)- Level**

About this Level

Prequalification at this level covers all works associated with the **installation** of traffic signals and routine and nonroutine **maintenance** works required as part of any building warranties. It also covers the maintenance of traffic signals for up to 100 sites.

*Note: For maintenance contracts for more than 100 signal sites, contractors are required to meet the eligibility criteria as specified in individual contract documents. This may require additional staff based on the number of sites being maintained outlined by contract.*

This level of prequalification includes works associated with:

* Traffic signals, including freeway ramp signals, flashing pedestrian crossing signals, roundabout signals, and overhead lane control.
* Freeway ramp signals and overhead lane control system operated by traffic signal controllers
* Direct driven peripheral electronic signage.

Works include:

* Electrical, communications, and civil works.
* Traffic signal electrical and communications conduit and cabling works.
* Installation of traffic signal lanterns, pedestrian push buttons, audio tactiles, and other traffic signal hardware.
* Above ground detector installation and configuration (vehicle and pedestrian).

Areas of Competency

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

* Suitably qualified nominated employees
* Competency in all areas off works for the installation and maintenance of the works detailed in the description of works.

Prerequisites

There are no prerequisites for this level.

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 four years (within the last six years)1 of relevant field experience2 in traffic signal works.
* ***1.*** *An apprentice who has completed a full and continuous four-year apprenticeship with the one company, that holds current STS prequalification, will be considered as the equivalent of one years’ experience. This one year can be counted toward the four years required experience.*
* *2. ‘Experienced in traffic signal 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, for the minimum number of years specified. 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.*
* Nominated employees must have a Victorian Electrical License in accordance with Energy Safe Victoria requirements.
* Nominated employees engaged in carrying our communications works must be licensed in accordance with Australian Communications & Media Authority (ACMA) requirements.
* Nominated employees must have successfully completed a DTP recognised traffic signal controller training course within the previous three years.
* 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 on traffic signals.
* Operate a minimum of (2) suitable vehicles that are equipped to readily undertake regular work activities associated with the installation activities as noted.
* 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 STS works as described by nominated, and other referees.

## Spreadsheet

Please complete the Part B Spreadsheet linked below.

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