|  |  |
| --- | --- |
| LGA |  |
| Quantity of Bridge Assets |  |
| Bridge Asset Numbers |  |
| Start Date |  |
| End Date |  |
| Contact Name |  |
| Contact Email |  |
| Contact Phone |  |

**Annual Routine Maintenance Scope**

Routine maintenance is essential to preserve the longevity and functionality of our structural assets. This proactive maintenance work keeps on top of essential tasks so our assets remain safe and resilient and will include cleaning and maintenance of road surface, guardrails, superstructure, substructure as well as waterways and clearance envelopes.

Specific items to be addressed will be indicated on the following page and can differ between assets and budget periods therefore it is essential this is considered when pricing works.

Where indicated some works will require to be assessed during routine maintenance and submitted separately for quoting on a case-by-case basis. Examples include: replacement of panels, signs, guardrails, posts, termite treatment or removal of large trees/bushes. Confirmation with shire will be required prior to additional works such as these being undertaken.

Work should be undertaken and completed in accordance with the following Main Roads WA documents:

* Specification 850 - Timber Bridges
* Timber Bridge Maintenance & Refurbishment Standards (Doc 6706-02-2226)
* Structural Practice Notes (Doc 6702-02-221)

These documents can be found on the **https://www.mainroads.wa.gov.au/** website or provide upon request.

All queries and completion reports to be sent to email address above.

**Drainage**

Clean gully drains, scuppers & downpipes [ ]

Detail:

|  |
| --- |
|  |

**Road Surface & Approaches**

Clean Road Surface [ ]

Level Pavements [ ]

Repaint Lines [ ]

Repair Kerbs [ ]

Seal Cracks & Potholes [ ]

Detail:

|  |
| --- |
|  |

**Deck**

Clean Fascia Panels [ ]

Repair/Replace Panels [ ]

Clear Joints & Clean Seals [ ]

Repair or tighten bolts [ ]

Detail:

|  |
| --- |
|  |

**Guard Railing**

Clean [ ]

Repair [ ]

Replace / Tighten fixings [ ]

Detail:

|  |
| --- |
|  |

**Signs**

Install/Replace signage [ ]

Install/Replace delineators [ ]

Clean signage and delineators [ ]

Detail:

|  |
| --- |
|  |

**Repair Scour**

Repair or protect minor scouring [ ]

Detail:

|  |
| --- |
|  |

**Remove Debris & Vegetation**

Remove debris & vegetation from:

Roadway, Guardrails and Signage [ ]

Waterways & Clearance envelope [ ]

Detail:

|  |
| --- |
|  |

**Termite inspection**

Termite inspection and treatment[ ]

Detail:

|  |
| --- |
|  |

**Routine Maintenance - Other**

Remove graffiti [ ]

Maintain artwork & landscaping [ ]

Maintain access doors & security locks [ ]

Remove Fence [ ]

Repair Fence [ ]

Maintain footpaths & handrails [ ]

Clean bearings [ ]

Other (as below) [ ]

Detail:

|  |
| --- |
|  |

**Other maintenance works** [ ]

If this box is checked, there are other periodic and/or specific works to be undertaken in conjunction with this Routine Maintenance that will be outlined in supplementary scope documentation.