

## ANNEXURE 1

### Annual Volumetric Surveys – Taroom & Trap Gully Landfill

RFQ # Q-2122-CS-62

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#### Section 1 Scope of Works

##### 1.1 Overview of Project Objectives

Required annual volumetric survey of Trap Gully and Taroom Waste Landfills.

##### 1.2 Brief Description of the Works

Provide a volumetric survey in accordance with the requirements of the Waste Reduction and Recycling Act 2011 and as detailed in guidelines produced by Queensland Government.

##### 1.3 Background

Banana Shire Council is required to produce an annual volumetric survey in June 2022 to comply with the Waste Reduction and Recycling Act 2011.

##### 1.4 Function to be performed - Q-2122-CS-62 – Volumetric Surveys

**Part A** – Annual Volumetric survey of Taroom Landfill – 35 Cromwell St, Taroom being lot 2FT898.

**Part B** - Annual Volumetric survey of Trap Gully Landfill, 142 Forestry Rd Biloela being Lot 30/RP899131

##### 1.5 Specification of Works to be carried out

Provide a detailed written quote to complete annual volumetric surveys of both sites.

The completed survey data must meet the following specifications:

1. Data from the survey must be manually entered in the results form on QWDS;
2. The topographical plan(s) must be sent by email to [wastelevyapps@des.qld.gov.au](mailto:wastelevyapps@des.qld.gov.au) & [wasteadmn@banana.qld.gov.au](mailto:wasteadmn@banana.qld.gov.au)
3. Data must connect to MGA94 Zone 56 and AHD datum.

##### 1.6 Insurances

The successful respondent and any subcontractor(s) will be required to effect and maintain insurance policies in the following sums:

- (a) Public liability insurance in the sum of at least \$10,000,000 in respect of any one occurrence and for an unlimited number of claims
- (b) Workers' compensation or personal accident insurance cover as required by law (whichever may apply)
- (c) Professional indemnity insurance in the sum of at least \$10,000,000 in respect of any one occurrence and for an unlimited number of claims

### **1.7 Resources Supplied by Banana Shire Council**

Banana Shire Council to provide advice and site access.

### **1.8 Defect Period/Warranty**

N/A.

### **1.9 Delivery Dates or Delivery Period**

The survey must be submitted to the Queensland Government and entered in the Queensland Waste Data System by the end of June 2022.

### **1.10 Delivery Address or Work Location**

Trap Gully and Taroom Landfills as per details provided.

### **1.11 Working Hours**

Work on site is to be conducted in accordance with the requirements of the *Environmental Protection (Noise) Policy 2019* (Qld).

### **1.12 Environmental Requirements**

The sites must be left in a clean and tidy state.

Any impact on the local environment must be prevented.

No tree removal is permitted.

### **1.13 Reporting Requirements following acceptance**

The Contractor must provide written reports for approval as follows.

- Any proposed changes to scope of works.
- Any proposed changes to initial quotation.
- Anticipated changes to start or completion date.
- Anticipated arrival on site / start date.
- Any delay in submission of survey data.

Work on the project is to be suspended pending written approval of any changes.

### **1.14 Site Meeting Requirements following acceptance**

Site meetings or inspections are not required.

### **1.15 Post Completion Support**

N/A.

### **1.16 The Contractor must comply with the following BSC Policies in the completion of the works:**

- Code of Conduct.
- Drug and Alcohol Policy.
- Procurement Policy; and
- Work Health and Safety Policy.
- Complete copies of these policies are available to the public on the BSC website at the following address: <https://www.banana.qld.gov.au>

### **1.17 Standards**

The Contractor must comply with the following standards in the completion of the works: *Workplace Health and Safety Regulations 2011* (Qld)

- This scope of works
- Council Policies (specific to the job)
- Capricorn Municipal Development Guidelines (CDMG) if appropriate.

## **Section 2 Work Health & Safety Requirements**

### **2.1 Project Safety Management Plan**

Prior to Site Possession / commencement of the works, the Contractor shall be required to provide a Project Safety Management Plan to BSC.

The Project Safety Management Plan shall, at a minimum, include the following components:

- Site induction process for sub-contractors and other personnel nominated by the Principal or Superintendent throughout completion of the work.
- Company WHS Risk Assessment and Landfills Management Procedure.

### **2.2 BSC Inductions**

The Contractor/Service Provider employees (and subcontractors' personnel if applicable) are required to:

- Complete all nominated training and inductions directed by BSC prior to mobilisation to site; and
- Maintain current and accurate information relating to licences, tickets, and qualifications.

If the Contractor/Service Provider employee or subcontractor fails to maintain the required inductions, BSC reserves the right to refuse or remove the subject parties from BSC sites.

## **Section 3 Acceptance and Commencement**

### **3.1 Following Acceptance of Quotation**

Provide WHS details to Council required under Section 2 of this Scope of Works.

### **3.2 Prior to Commencement**

Provide Council with 2 days' notice of intention to commence works by email to [waste.admin@banana.qld.gov.au](mailto:waste.admin@banana.qld.gov.au).

Council will provide key or access code to waste facilities.

Contact: Bob Harris ph. 0427619007 or Tony Horn ph. 0412418641

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