

Network Outcomes Contract Clarification Governance Group Clarification

Reference Number:	NOCC No. 34
Subject Title:	Sign Maintenance
Issue Date:	09/09/2019
Clarification Purpose	Clarification is provided to ensure the NOC is being interpreted consistently. The clarification does not remove or supersede the Network Outcomes Contract documentation.

SUBJECT

The responsibility for some sign maintenance responsibility and who pays is not clear as this information is held in various separate NZTA documents.

BACKGROUND

The NOC Maintenance Specification section 6.5.1 refers.

NZTA P/24 is the performance-based specification that describes the requirements for traffic sign installation and maintenance.

The NOC Contract Risk Profile (CRP: 13th Schedule of the Conditions of Contract) under the Network Management section explains some of the sign maintenance requirements.

- CRP 37 notes that the Supplier does not need to maintain privately owned signs, such as Heritage Trail signs and Signs owned by Local Authorities.
- CRP 38 requires the Supplier to repair or replace any sign less than 2.025m² that is vandalised (other than graffiti) stolen or vehicle crash damaged and these activities are managed via the Lump Sum payment process. Conversely the repair or replacement of any sign greater than 2.025m² that is vandalised (other than graffiti) stolen or vehicle crash damaged is managed via the Measure and Value payment process.
- CRP 40 requires the Supplier to replace all signs regardless of size. (This would be an end of life situation where the sign is faded, no longer reflective or is in poor condition). Any sign less than 2.025m² that is replaced is managed via the Lump Sum payment process. Conversely the replacement any sign greater than 2.025m² is managed via the Measure and Value payment process.
- CRP 41 requires the Supplier to clean any sign >2.025m² (including Graffiti) and this is managed via the Lump Sum payment process.

Small signs (<2.025m²) are also required to be cleaned and again this is managed via the Lump Sum payment process.

Sign size is based the visible face measure (regardless of whether there are several faces, i.e. fold up sign type).

NZTA publish these brochures:

- Information and Application form for Motorist Service signs (Blue) on State Highways
- Information and Application form for Tourist signs (Brown) on State Highways

Each of these booklets states:

- *The applicant will pay all costs of manufacture, installation and replacement of the signs.*
- *If there are any existing signs in the location then the applicant may be required to fund the cost of aggregating the existing signs.*

There is a separate NZTA brochure about Advertising Signs on State Highways, but it does not contain the wording as above. It is expected that the same principle of “applicant/owner pays” would also apply to these signs.

The SH Control Manual and the Manual of Traffic Signs and markings (MOTSAM) and the Traffic Control Devices Manual (TCDM) also refer.

MOTSAM Section 08 states funder (b) Provision for Signs that “the SH roading authority will normally install at its cost, SH motorist service signs for facilities provided by non-profit making organisations. The cost of installing motorist service signing for facilities and services provided by other organisations should be met by the relevant organisation.

The cost of maintenance of SH motorist service signs shall be borne by the SH roading authority in all cases. *(via the NOC contract requirements)*

MOTSAM Section 09 in 9.1.6 (c) states “a commercially operated tourist establishment is defined as one which is operated on a commercial profit making business”.

The full cost of manufacture, installation and maintenance of all signs for commercially operated tourist facilities ..., for signing as a tourist establishment shall be met by the owner or operator of the facility”.

There are a range of other signs which would be deemed to be a NZTA asset including General Information Signs (White background with Black Lettering or Yellow background with Black lettering) historically erected by AA.

RESPONSE

NZTA’s expectations are:

1. For Motorist Service, Tourist or Advertising signs regardless of size, where a defined commercial operator is the beneficiary or applicant for a Sign: the NOC contractor shall install, maintain, repair or replace these signs.

The cost of this work (other than a routine clean and paint or graffiti removal) shall be advised to and agreed with (via a Quote and Acceptance) the commercial owner/beneficiary of the sign. As part of this process, the Contractor and NZTA shall agree with the commercial owner/beneficiary of the sign that NZTA will invoice the customer for this work.

2. For Motorist Service, Tourist or General Information signs regardless of size, where a non-profit organisation, the community or the general road user is the beneficiary of a Sign the Agency will pay for the initial sign to be installed and thereafter for the NOC contractor to maintain, repair and replace at its own cost via the Lump Sum payment method.
3. All signs regardless of size are to be maintained in good serviceable condition, i.e. sign surfaces and posts cleaned, sign faces legible, the retro-reflective materials are still effective, are not obscured by vegetation, graffiti removed, posts straightened, posts painted, repaired and replaced at end of life.

The exceptions to these requirements are:

- CRP 37: Privately owned signs, such as Heritage Trail signs and signs owned by local authorities (e.g. street name blade signs)
- CRP 38: Vandalism, theft and vehicle crash damage to all signs and supports >2.025m²
- CRP39: Renewal or component replacement of sign gantries
- CRP40: Replacement of signs with an area greater than 2.025m².

i.e. These signs are 'Principal Risk' managed via a Measure and Value payment basis.

Recommended actions:

Each NOC should

1. Follow these guidelines to manage the installation and maintenance of signs on the network.
2. Ensure that all new signs has its installation date included within the RAMM record data.
3. Ensure that any Motorist Service or Tourist Information sign where a commercial operator is the beneficiary, that the sign ownership information is added to the notes in RAMM.
4. Have condition rated all signs on the network and recorded this detail into the RAMM record to inform and plan the signs renewal forward work programme.
5. Note that when there are multiple signs on an installation or shared ownership is combined on a sign, then we will not seek a cost share or cost recovery from the commercial operator in situations such as damage repairs etc.

6. Ensure that at the time of application for a Motorist Service, Tourist or Advertising sign, that the commercial operator that is the beneficiary of these signs be advised in writing that the full costs of initial installation, ongoing maintenance (other than routine cleaning and graffiti) or repair including crash damage, vandalism and end of life replacement are their responsibility throughout the life cycle of these signs.
7. Liaise with any commercial operator that is the beneficiary of these signs in regards existing signs to inform them of the cost responsibilities when maintenance, repair or replacement is required.