**SCOPE OF SERVICES – INFRASTRUCTURE ENGINEERING ASSESSMENTS**

1. **Background**
   1. Defence has one of the largest and most diverse property portfolios in Australia. The Commonwealth requires the Consultant to provide multi-disciplinary engineering advice and assistance on issues pertaining to governance, planning, development, design, construction, maintenance and operations of the Defence Estate.
2. **Commonwealth Objectives** 
   1. The objective of the Services provided by the Consultant is to support the effective management of the Defence Estate through the provision of multi-disciplinary engineering advice pertaining to its governance, planning, development, design, construction, management, operations and maintenance of the Defence Estate. The role will encompass activities concerning engineering assessment of estate assets or products.
3. **Skills and Qualifications**
   1. The Consultant must ensure that:
      1. any person who is engaged in the performance of the Services who is required, in respect of an Engagement or under a Statutory Requirement, to be:
         1. listed on the National Engineering Register for an Area of Practice appropriate to the Engagement; or
         2. registered as an engineer with a State or Territory body,

is so listed or registered; and

* + 1. sufficient personnel with such listing or registration are retained and available to perform the Services throughout the Term.
  1. The Consultant shall have and maintain the following skills for the term of the Engagement:
     1. demonstrated ability to undertake complex reviews and assessments quickly and efficiently, in a professional and objective manner;
     2. demonstrated ability to interpret and produce technical documentation and reports;
     3. demonstrated problem solving, analytical and conceptual skills to produce solutions to complex technical issues;
     4. well-developed oral and written communication skills and proven capacity to represent an organisations interests in a variety of different forums; and
     5. demonstrated ability to work under limited direction, applying priorities and organising a range of work activities to meet target dates.
  2. The Commonwealth requires suitably skilled persons to be offered by the Consultant, matched to the specific needs of the Services.

1. **Services**

**General**

* 1. The Consultant must be able to provide the Services in accordance with the timeframes outlined by the Commonwealth's Representative.
  2. The Services may include:
     1. Engineering services in support of the Estate Appraisal process;
     2. Engineering advice on maintenance planning activities;
     3. Assessments of the capacity, condition and compliance of Defence Estate assets, especially infrastructure assets; and
     4. Engineering audits and investigations in support of the Three Lines of Defence assurance model under the Estate Governance and Integrity System (**EGIS**).
  3. The Consultant must have and maintain for the term of the Engagement an in-depth understanding of all relevant Statutory Requirements and policy frameworks for the Services, including any relevant applicable Australian and international standards. These include:
     1. Defence’s EGIS;
     2. the Defence business environment and the Defence Estate Quality Management System (**DEQMS**);
     3. the National Construction Code; and
     4. Commonwealth, State and Territory legislation regulating estate assets and engineering infrastructure.
  4. The Consultant must provide deliverables as specified for a particular Engagement including reports, papers, reviews and advices.
  5. Deliverables from the Consultant should be applied in an appropriate context to enhance the Commonwealth's decision-making, reporting and public consultation.
  6. The Consultant may be required to attend and participate in meetings as specified for a particular Engagement including project team meetings and meetings with stakeholders.
  7. The Consultant may be required to travel to Defence sites or other locations as part of delivering the Services.
  8. The Services required are generally multi-disciplinary. Where the scope of an Engagement includes items that are covered by the scopes of other specialist service categories under the Panel or the Defence Infrastructure Panel – Environment, Heritage and Estate Engineering (**DIP-EHEE**), the Consultant may be required to:
     1. engage a subconsultant to perform the services from the Panel or the DIP-EHEE; or
     2. project manage the delivery of the services where the relevant consultant has been engaged by the Commonwealth.

**Estate Appraisal Services**

* 1. Estate Appraisal is the strategic and proactive approach undertaken by the Commonwealth to inform the delivery of maintenance outcomes and provides a framework for dealing with the risks posed by a deteriorated estate. The development of a forward maintenance program is shaped by strategic considerations, and informed by the needs of estate stakeholders and a detailed understanding of the risks inherent in the current condition of the estate, including concerning work health and safety. The conduct of Estate Appraisal assesses the risks and supports a longer-term view of estate maintenance requirements. Estate Appraisal is a scheduled service in the Base Services contracts. However, the Commonwealth may require independent and targeted appraisal activity beyond the scheduled appraisals referred to in the Base Services contracts.
  2. The Consultant must have experience and expertise in appraising maintenance liabilities within facilities as well as a good understanding of maintenance forecasting and Defence’s Estate Upkeep processes and procedures (available on DEQMS).
  3. The Consultant may be required to achieve any, or all, of the outcomes of the Estate Appraisal program. These outcomes are:
     1. hazard and risk identification;
     2. estate profiling;
     3. asset inspections and condition assessments;
     4. updating of strategic impacts;
     5. maintenance data identification and packaging;
     6. compliance assessments;
     7. maintenance forecasting;
     8. maintenance planning;
     9. base maintenance plans;
     10. region maintenance plans; and
     11. project packaging.

**Maintenance Planning Advice**

* 1. Maintenance Planning Advice is the provision of advice in identifying, scoping and planning facility maintenance activities on the Commonwealth estate.
  2. The Consultant must have (and apply) demonstrable experience and expertise in facilities maintenance planning as well as a good understanding of the Commonwealth’s performance based maintenance contracts and estate maintenance processes and procedures.
  3. The nature of the advice to be provided may include:
     1. the preparation of maintenance forecasts in accordance with the Commonwealth's established Estate Appraisal process;
     2. detailed scoping of estate works projects against specific outcomes;
     3. the provision of assistance in preparing maintenance plans used in programming Commonwealth's estate maintenance activities;
     4. review of maintenance plans developed by Other Contractors; and
     5. the provision of advice on the maintainability of Commonwealth facilities including remaining life, utilisation, fitness for purpose, economic viability and identification of hazards and risks in or on the Defence Estate referable to work health and safety (including the maintenance by Defence of a safe place of work).

**Engineering Assessments of Estate assets**

* 1. Engineering Assessments is the provision of advice on the capability, condition and compliance of facilities and infrastructure assets.
  2. It may include advice of the future use, adaptability, configuration or re-allocation of facilities, infrastructure and areas of the Commonwealth estate at the base level.
  3. The nature of this advice includes:
     1. reporting on the ability of existing facilities and infrastructure to meet new and emerging requirements;
     2. providing recommendations for future capacity, utilisation and adaptability of Commonwealth facilities and infrastructure;
     3. presentation of options for adaptive re-use of facilities; and
     4. provision of engineering advice in support of estate plans, including but not limited to Estate Base Plans, Asset Class Asset Management Plans and Base Asset Management Plans.

**Engineering Audits and Investigations**

* 1. Engineering Audits and Investigations includes audits into engineering aspects of estate governance, development, design, construction, maintenance and operations in support of the Three Lines of Defence assurance model in Defence’s EGIS.
  2. The Consultant will be required to have demonstrated experience and expertise in engineering aspects of estate management as well as a good understanding of the Commonwealth’s contracting frameworks and compliance and conformance requirements applicable to such contracts.
  3. The audits and investigations may involve desktop analysis of Commonwealth data or contractor records (either in paper form or within Commonwealth/contractor IT systems) and may also involve physical inspection or testing of estate assets.

1. **Interpretation**
   1. Unless the context otherwise requires, capitalised terms in the Scope of Services or Brief will have the meaning given to them by the Defence Infrastructure Panel 2022-2027 Terms of Engagement, Panel Conditions, Official Order, or the meaning given to them by the Commonwealth as published on the DEQMS website (<http://www.defence.gov.au/estatemanagement>), from time to time.