

Infrastructure Advisory Standard Commercial Framework

Effective 1st November 2022



Commercial in Confidence



Infrastructure Advisory Standard Commercial Framework Overview

There are 3 key elements and 3 enablers under the Infrastructure Advisory Standard Commercial Framework

	Commercial Framework	Description
Key Elements	Capped Daily Resource Rates	Maximum Daily Rates per Service and Resource Type
		Daily rate capped on the basis of standard 8-hour day
	Discount Structure	Volume discounts based on contract value (including variations)
		Discounts applicable to secondments where NSW Government uses IA services to augment current teams
	Expenses Policy	Defined standards on what expenses are billable
		Standard cap on disbursements as a percentage of total engagement cost
Enablers	Resource Type	NSW Government standard 7 resource type definitions for Infrastructure Advisory Services. Suppliers are to provide rates as per NSW Government resource type definition guide.
	Service Type	NSW Government standard 55 service type definitions for Infrastructure Advisory Services
	Resource Mix Guide	Provides resource mix guidance to all IA buyers and suppliers

Resource Type and Definitions Guide

NSW Government has set standard industry based Resource Types to ensure like-for-like comparison of resources and rates across supplier responses

Resource Type	Description	Minimum years of relevant experience
Graduate / Analyst	Performs data gathering and analysis with technical skills. Low level of industry knowledge. Works under supervision by more senior team members.	0-2
Professional / Consultant	Higher level technical skills, broader experience base, business process & industry knowledge. Requires limited supervision and may lead analyst/ graduate.	2-4
Senior Professional / Senior Consultant	Field team leadership role, moderate level of technical and subject matter expertise. Further competencies include critical thinking and comms skills and ability to lead simple engagements	4-8
Associate / Manager	Junior management level, specialist technical and subject matter expertise; leads more complex engagements and manages assignment schedules and resource allocation. Ability to lead at client meetings and choose an appropriate solution in responding to a client's needs. Authors proposals and pitches.	8+
Principal / Senior Manager	Senior employee with significant specialist expertise and team leadership capabilities. Practice lead with project management, consulting and facilitation skills and high quality written comms skills including proposals, reports, contractual letters and project plans.	10+
Senior Principal / Director	Management member and experienced practitioner within the industry. Provides strategic and technical advice and leads technical teams. Key in sales activity and client relationship management Alternately: SME / Domain expert with deep technical skills but limited leadership responsibility	15+
Executive/ Partner	Senior Management member and highly experienced practitioner with a broad range of experience within the industry. Provides strategic advice and manages overall commercial strategy. Manages senior client relationships at a strategic level.	15+

Capped Daily Resource Rates (1/5)

Maximum recommended capped daily resource rates applicable to each Resource Type for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	NSW Government Resource Types and Maximum Capped Daily Resource Rates (excl GST)						
		Graduate / Analyst	Professional / Consultant	Senior Professional / Senior Consultant	Associate / Manager	Principal / Senior Manager	Senior Principal / Director	Partner
Architecture Design and Advisory	Architecture	\$1,190	\$1,320	\$1,520	\$1,840	\$2,080	\$2,290	\$2,520
	Design Specialist	\$880	\$1,100	\$1,340	\$1,530	\$1,830	\$2,060	\$2,470
	Interior Design	\$1,010	\$1,260	\$1,510	\$1,840	\$2,080	\$2,290	\$2,520
	Landscape Architecture	\$890	\$1,110	\$1,440	\$1,840	\$2,080	\$2,290	\$2,520
	Urban Design	\$910	\$1,170	\$1,480	\$1,730	\$2,080	\$2,290	\$2,520
Engineering Design and Advisory	Acoustics and Vibration	\$1,000	\$1,130	\$1,480	\$1,660	\$1,890	\$2,440	\$2,920
	Civil Engineering	\$1,120	\$1,370	\$1,620	\$1,830	\$2,120	\$2,390	\$2,650
	Constructability	\$980	\$1,300	\$1,620	\$1,940	\$2,210	\$2,600	\$2,910
	Customer Experience	\$1,010	\$1,260	\$1,560	\$1,860	\$2,140	\$2,460	\$2,840
	Drafting, Visualisation and Digital Engineering	\$1,050	\$1,180	\$1,390	\$1,530	\$1,680	\$1,840	\$1,960
	Electrical Engineering	\$1,050	\$1,400	\$1,790	\$2,110	\$2,420	\$2,730	\$3,150

Capped Daily Resource Rates (2/5)

Maximum recommended capped daily resource rates applicable to each Resource Type for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	NSW Government Resource Types and Maximum Capped Daily Resource Rates (excl GST)						
		Graduate / Analyst	Professional / Consultant	Senior Professional / Senior Consultant	Associate / Manager	Principal / Senior Manager	Senior Principal / Director	Partner
Engineering Design and Advisory	Electronic and Communication Systems Engineering	\$1,050	\$1,540	\$1,840	\$2,020	\$2,240	\$2,520	\$3,020
	Fire Services	\$980	\$1,280	\$1,570	\$1,770	\$2,100	\$2,340	\$2,740
	Geotechnical Engineering and Hydrology	\$980	\$1,220	\$1,460	\$1,710	\$2,000	\$2,360	\$2,630
	Human Factors	\$800	\$910	\$1,050	\$1,840	\$2,160	\$2,520	\$2,700
	Hydraulics Services	\$1,120	\$1,370	\$1,620	\$1,830	\$2,120	\$2,390	\$2,650
	Land Surveying / Spatial	\$1,040	\$1,250	\$1,460	\$1,630	\$1,850	\$2,030	\$2,470
	Manufacturing Processes Engineering	\$1,360	\$1,660	\$1,990	\$2,200	\$2,440	\$2,730	\$3,030
	Mechanical Engineering	\$1,050	\$1,580	\$1,890	\$2,330	\$2,520	\$2,840	\$3,120
	Rolling Stock	\$1,050	\$1,570	\$1,810	\$2,230	\$2,290	\$2,470	\$2,650
	Security	\$1,010	\$1,260	\$1,560	\$1,860	\$2,140	\$2,460	\$2,840
	Structural Engineering	\$950	\$1,220	\$1,610	\$1,990	\$2,370	\$2,750	\$3,140

Capped Daily Resource Rates (3/5)

Maximum recommended capped daily resource rates applicable to each Resource Type for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	NSW Government Resource Types and Maximum Capped Daily Resource Rates (excl GST)						
		Graduate / Analyst	Professional / Consultant	Senior Professional / Senior Consultant	Associate / Manager	Principal / Senior Manager	Senior Principal / Director	Partner
Engineering Design and Advisory	Sustainability	\$1,050	\$1,600	\$1,890	\$2,390	\$2,530	\$2,880	\$3,250
	Systems Assurance / Reliability, Availability, Maintainability and Safety (RAMS)	\$1,050	\$1,590	\$1,890	\$2,240	\$2,390	\$2,780	\$3,110
	Track and Alignment	\$1,310	\$1,530	\$1,750	\$1,980	\$2,200	\$2,350	\$2,510
	Traffic and Transport Engineering	\$980	\$1,320	\$1,790	\$2,070	\$2,390	\$2,680	\$2,960
	Tunnel Ventilation	\$890	\$1,070	\$1,700	\$2,150	\$2,600	\$3,040	\$3,450
	Utilities Engineering	\$800	\$980	\$1,250	\$1,680	\$2,000	\$2,360	\$2,630
Environmental, Health and Safety Services	Archaeology and Heritage	\$1,010	\$1,200	\$1,600	\$2,000	\$2,390	\$2,630	\$3,150
	Environmental Advisory, Sustainability and Resilience	\$1,010	\$1,260	\$1,560	\$1,860	\$2,140	\$2,460	\$2,840
	Environmental Compliance, Audit and Due Diligence	\$970	\$1,130	\$1,470	\$1,700	\$1,920	\$2,140	\$2,360
	Environmental Impact Assessment	\$870	\$1,220	\$1,470	\$1,710	\$1,950	\$2,190	\$2,420
	Health and Safety Advisory and Compliance	\$990	\$1,250	\$1,520	\$1,800	\$2,070	\$2,340	\$2,720

Capped Daily Resource Rates (4/5)

Maximum recommended capped daily resource rates applicable to each Resource Type for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	NSW Government Resource Types and Maximum Capped Daily Resource Rates (excl GST)						
		Graduate / Analyst	Professional / Consultant	Senior Professional / Senior Consultant	Associate / Manager	Principal / Senior Manager	Senior Principal / Director	Partner
Management and Governance	Asset and Facilities Management	\$940	\$1,210	\$1,510	\$1,860	\$2,100	\$2,650	\$3,110
	Contract and Financial Management	\$1,085	\$1,285	\$1,700	\$2,100	\$2,550	\$2,900	\$3,500
	Design Management	\$760	\$870	\$1,270	\$1,610	\$1,880	\$2,120	\$2,300
	Dispute Management	\$1,020	\$1,270	\$1,600	\$1,990	\$2,490	\$3,110	\$3,730
	Program and Project Management	\$1,080	\$1,360	\$1,500	\$1,650	\$1,890	\$2,070	\$2,410
	Project Control and Scheduling	\$1,100	\$1,300	\$1,500	\$1,690	\$1,890	\$2,090	\$2,430
	Project Governance	\$1,040	\$1,230	\$1,620	\$1,910	\$2,150	\$2,430	\$2,920
	Property Acquisition and Valuation	\$950	\$1,190	\$1,360	\$1,560	\$1,770	\$1,950	\$2,150
	Risk Management	\$1,050	\$1,370	\$1,580	\$1,890	\$2,240	\$2,480	\$2,710
	Transaction Management	\$1,085	\$1,285	\$1,700	\$2,100	\$2,550	\$2,900	\$3,500

Capped Daily Resource Rates (5/5)

Maximum recommended capped daily resource rates applicable to each Resource Type for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	NSW Government Resource Types and Maximum Capped Daily Resource Rates (excl GST)						
		Graduate / Analyst	Professional / Consultant	Senior Professional / Senior Consultant	Associate / Manager	Principal / Senior Manager	Senior Principal / Director	Partner
Quality and Assurance Services	Asset Inspection	\$1,010	\$1,260	\$1,560	\$1,860	\$2,140	\$2,460	\$2,840
	Commissioning	\$1,010	\$1,260	\$1,560	\$1,860	\$2,140	\$2,460	\$2,840
	Compliance and Assurance	\$960	\$1,210	\$1,470	\$1,800	\$2,010	\$2,520	\$2,940
	Independent Certification and Site Surveillance	\$1,280	\$1,600	\$2,010	\$2,310	\$2,720	\$2,920	\$3,220
	Planning Advisory Consulting	\$1,260	\$1,580	\$1,950	\$2,400	\$2,650	\$2,970	\$3,290
Stakeholder Relations and Communications	Communication and Stakeholder Engagement	\$890	\$1,210	\$1,510	\$1,810	\$2,100	\$2,390	\$2,670
	Marketing and Campaign Management	\$1,010	\$1,260	\$1,560	\$1,860	\$2,140	\$2,460	\$2,840
Strategy and Planning	Business Case and Economics	\$1,085	\$1,340	\$1,750	\$2,100	\$2,600	\$3,000	\$3,600
	Cost Modelling and Planning	\$1,050	\$1,250	\$1,700	\$2,100	\$2,550	\$2,900	\$3,400
	Packaging and Delivery Strategy	\$840	\$1,100	\$1,370	\$1,630	\$1,880	\$2,120	\$2,360
	Service Strategy and Planning	\$1,085	\$1,340	\$1,750	\$2,100	\$2,600	\$3,000	\$3,600
	Traffic Modelling	\$970	\$1,100	\$1,430	\$1,710	\$1,980	\$2,290	\$2,620

Discount Structure

The discount structure is recommended for contract size (including variations) above \$5M

<p>1</p> <p>Resource based discount</p> <p>Secondments refer to engagements where NSW Government is responsible for the management of the resource while the supplier is responsible for providing resources with the right skills, processes and systems and the payments are linked to days worked. Risk of delivery of output is borne by NSW Government</p>	Recommended Minimum Secondment Discount	
	10%	
<p>2</p> <p>Volume based discount</p> <ul style="list-style-type: none"> NSW Government recommends a separate Contract Size Discount upfront To minimise the administrative overhead, the Contract Size Discounts will be expected to be incorporated upfront into the resource rates based on contract size estimates, and highlighted separately at the proposal stage 	Contract Size (excl GST)	Recommended Minimum Contract Size Discount
	≤ \$5m	0%
	> \$5m +	7%

Fees reduced to reflect project risk residing with NSW Government

Leveraging suppliers economies of scale on large engagements

- Notes:**
- Contract Size includes the initial Contract value plus any additional Variation costs.
 - For any Secondment with NSW Government for IA services, suppliers is recommended to discount the daily capped rate by at least 10%, in addition to any applicable Contract Size Discount .
 - Suppliers must classify the engagement as an Assignment or Secondment explicitly up-front in their proposals and subsequent Contracts.

Expenses Policy

The expenses policy can be used to limit and manage expenses during service delivery

Cost Element		Expenses Policy
Disbursements Cap		All disbursements will be capped at 7% of engagement fees
Couriers		At Cost
Database and Market Research		No Charge
Airfares		Lowest available fare of the day
		Maximise advance bookings
		Economy only at cost
		At Cost, using Contract 1008 Travel Management Services through FCM, or lower using other means
Car Hire		At Cost, using Contract 1008 Travel Management Services through FCM, or lower using other means
Accommodation		At Cost, using Contract 1008 Travel Management Services through FCM, or lower using other means
Other Travel		At Cost
Meals - Breakfast		At Cost <\$30/day
Meals - Lunch		No Charge
Meals - Dinner		At Cost < \$50/day
Taxi		At Cost - prior approval for circumstances other than to/from airports, leaving office after 8 pm, meetings where multiple sites are used
Tips & Gratuities		No Charge
Room Hire & catering		At Cost
Stationery & postage		No Charge
Photocopying		No Charge
Telephone & Fax		No Charge
Wireless Internet Fees	On (NSW Govt) Site	At Cost
	Off Site	No Charge
Secretarial & clerical		No Charge

Resource Mix Guide

This can be used when considering the optimal mix of resources for a particular engagement type

Engagement Type	Standardised NSW Government Role Type						
	Graduate / Analyst	Professional / Consultant	Senior Professional / Senior Consultant	Associate / Manager	Principal / Senior Manager	Senior Principal / Director	Partner
Architecture and Design Advisory	11%	35%	17%	20%	7%	6%	3%
Engineering Design and Advisory	7%	29%	31%	15%	12%	6%	1%
Environmental, Health and Safety Services	16%	27%	26%	8%	18%	5%	1%
Management and Governance	5%	19%	17%	22%	20%	15%	2%
Project Strategy and Project Planning	9%	16%	21%	20%	15%	15%	5%
Quality and Assurance Services	3%	13%	18%	24%	7%	33%	2%
Stakeholder Relations and Communications	4%	12%	19%	28%	18%	15%	3%

For Scheme specific resource mix target guides, please refer to the relevant Scheme page on [buy.nsw](https://buy.nsw.gov.au)

Infrastructure Advisory Service Type Definitions (1/7)

These are the definitions for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	Definitions
Architecture Design and Advisory	Architecture	The consultant in this capability demonstrates specialised skill and experience to design new buildings and structures, refurbishment and interior fit out of existing buildings and adaptive reuse of heritage buildings. Technical services include site based master planning, concept design and feasibility, architectural documentation for construction, coordination of sub consultants. Key skills may also include architectural research, preparation of return briefs and strategic thinking.
	Design Specialist	Provides specialist advice on design aspects for Education, Health and Transport infrastructure
	Interior Design	Designs indoor spaces for functionality, safety and aesthetics.
	Landscape Architecture	The consultant in this capability demonstrates specialised skill and experience to analyse, strategies and design outdoor environments, including public space, open space and recreation, green infrastructure and corridors, parks, landmarks and outdoor structures. Technical services include spatial master planning, concept design and architectural documentation for landscape projects, rehabilitation strategies, wayfinding strategies, horticultural and arboriculturally advice, implementation plans. A key skill is to integrate and balance environmental, social-behavioural and aesthetic outcomes for landscape projects.
	Urban Design	Advises, analyses, designs and documents the urban environment and orderly development of communities including development feasibility, policy, strategy and research. Precinct based master planning, including strategic frameworks, spatial masterplans, statutory land use, implementation plans, and infrastructure associated urban and precinct scale projects
Engineering Design and Advisory	Acoustics and Vibration	Analyses, models, designs, documents and monitors noise and vibration performance, ensuring design requirements are met. Services provided include reverberation and noise control, airborne sound insulation, impact sound isolation and structure-borne vibration control, acoustic optimisation and environmental noise assessments. Includes peer review assessment.
	Civil Engineering	Analyses, models, designs and documents civil structures such as bridges, dams, retaining walls, reservoirs, car parks, roads and costal structures. Includes peer review assessment.
	Constructability	Advises on the constructability of the projects during pre-construction phase, balancing the various project and environmental constraints to achieve the project goals, including the extent to which the design of the building facilitates ease of construction, the effective and timely integration of construction knowledge into the conceptual planning, design, construction and project delivery process. Includes peer review assessment.

Infrastructure Advisory Service Type Definitions (2/7)

These are the definitions for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	Definitions
Engineering Design and Advisory	Customer Experience	Designs the end customer experience and interaction with the asset, visually, acoustically, communications touchpoints, and transactions.
	Drafting, Visualisation and Digital Engineering	Converts engineering and architectural designs, plans, and layouts into a set of technical drawings. It includes manual sketches and/or virtual and digital models utilising design and drafting software applications and processes such as Building Information Modelling (BIM) for planning, designing, construction delivery and building operation and maintenance purposes. Includes peer review assessment.
	Electrical Engineering	Analyses, models, designs and documents the requirements for indoor and outdoor lighting, power, HV/LV reticulation and switchboards, control, uninterruptable power supplies, generators, fire detection and voice and data cabling for site services, architectural facilities and buildings for civil works. Includes peer review assessment.
	Electronic and Communication Systems Engineering	Analyses, models, designs and documents the requirements for electronic, communication and audio-visual systems required for all infrastructure asset types including rail systems, communications and signalling. Includes peer review assessment.
	Fire Services	Analyses, models, designs and documents all structural, mechanical, electrical and electronic services to attain required levels of fire safety compliant to relevant regulations. Includes advice in fire safety engineering, passive fire design, evacuation modelling and means of escape assessments, as well as peer review assessment.
	Geotechnical Engineering and Hydrology	Investigates, analyses, models and reports on ground conditions, natural behaviour, slope stability, site conditions response to artificially changed conditions and capacity to support civil and architectural structures. Hydrology: Analyses and reports on movement, distribution and management of water and water resources, water quality testing and impact assessments. Both subservices may include peer review assessment.
	Human Factors	Advises on systems and infrastructure safety, efficiency and comfortable for customers and employees to use and operate, applying structured analysis and human behaviour and performance science in the design phase
	Track and Alignment	Analyses, models, designs and documents rail track alignment including special track work such as turnouts, crossovers and diamond crossings in accordance to applicable codes and standards.
	Tunnel Ventilation	Analyses, models, designs and documents tunnel ventilation, ensuring adequate material temperature and heat dissipation mechanism, adequate air quality, controlled spread of smoke in case of fire and reduced air temperatures to acceptable limits.

Infrastructure Advisory Service Type Definitions (3/7)

These are the definitions for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	Definition
Engineering Design and Advisory	Hydraulics Services	Analyses, models, designs and documents hydraulic services within and around buildings and as site services to buildings, including water, sewerage, drainage, stormwater, town gas, LPG and fire hydrants and hose reels. Includes peer review assessment.
	Land Surveying / Spatial	Land Surveying: Determines accurate terrestrial or three-dimensional position of points and the distances and angles between them required to establish land maps, boundaries and locations. Spatial: Designs and develops spatial analytics using Geographic Information System (GIS). Both subservices may include peer review assessment.
	Manufacturing Processes Engineering	Analyses, models, designs and documents manufacturing systems and processes, including those used to process chemicals and materials. Includes peer review assessment.
	Mechanical Engineering	Analyses, models, designs and documents the requirements for air conditioning, heating, ventilation, domestic hot water, non- potable water, cool rooms, steam, medical/industrial gases, vertical transportation, building management and control systems for architectural facilities and buildings for civil works. Includes peer review assessment.
	Rolling Stock	Analyses, models, designs, documents and supervises manufacturing process and installation of rail vehicles, including locomotives, carriages, wagons and multiple units. Includes routine maintenance and quality and safety standards certification.
	Security	Analyses, models, designs and documents security systems, including site inspection, training and commissioning of those required for Correctional Centres, Court Houses, Police Stations and Juvenile Justice Centres. Advises on engineering design and construction materials for counter-terrorism measures and general infrastructure safety and security, including suicide prevention (compliance with the Security Industry Act 1997) . Includes peer review assessment.
	Structural Engineering	Analyses, models, designs and documents the structural components of buildings, such as footings, beams, floors, facade, roof structure walls, columns and roadworks, hydraulic and stormwater designs associated with buildings. Includes peer review assessment.
	Sustainability	Advises on buildings and structure design and construction to optimise the use of energy, materials, and limit waste to achieve sustainable outcomes - absolute and relative to the relevant standards.
	Systems Assurance / Reliability, Availability, Maintainability and Safety (RAMS)	Analyses potential scenarios of service failures and disruptions and their possible costs to develop strategies to reduce those risks and ensure assets remain reliable, maintainable, available and safe for use. Defines, captures, validates and verifies operational and safety requirements, manages changes and validates their acceptance and compliance with operational and safety standards and the authority.

Infrastructure Advisory Service Type Definitions (4/7)

These are the definitions for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	Definition
Engineering Design and Advisory	Traffic and Transport Engineering	Analyses, models, designs and documents the operation of traffic and transport infrastructure including specialist advice on intelligent transport systems. Includes peer review assessment.
	Utilities Engineering	Models and estimates costs, including quantity surveying and resource estimation. Conducts benchmarking, establishes cost management plans and provides peer review assessment.
Environmental, Health and Safety Services	Archaeology and Heritage	Advises on historic buildings, historical connections, ethnicity, craft activities, aboriginal and non-aboriginal, customs and traditions, belief systems and sacred space, identifying items of historical and cultural significance and the risks and constraints they impose on projects. High quality analysis report on conservation and excavation work.
	Environmental Advisory, Sustainability and Resilience	Advises on the environmental conditions affecting the infrastructure project, including bushfire modelling, flood modelling, weather analysis modelling including wind, rain and snow, seismic assessment, and terrestrial and aquatic ecology advice. Advises on strategy development in all aspects of environmental sustainability including reporting, communication, research activities and facilitates sustainability accreditations and certifications. Provides Infrastructure Resilience advice including disaster modelling, disaster preparedness, restoration remediation and redevelopment.
	Environmental Compliance, Audit and Due Diligence	Reviews the environmental performance of a project in achieving both legislative compliance and the organisation's environmental goals and objectives. It includes developing and implementing Environmental Management Systems (EMS) as well as planning, managing and conducting environmental checks and audits as noise monitoring, air quality monitoring, hazardous materials, contaminated site investigation and occupational hygienist, and reporting and acting on the findings. Conducts environmental due diligence for commercial or real state acquisitions and selling.
	Environmental Impact Assessment	Evaluates the bio-diversity assessment and the likely environmental impacts of a proposed project or development.
	Health and Safety Advisory and Compliance	Advises on health and safety strategy and plans, assess worker risks, incorporating best practices and ensuring compliance with legislation to improve workplace environment. Includes on site training and conducts reviews, risk analysis, hazard elimination, engineering modification and incident investigations.

Infrastructure Advisory Service Type Definitions (5/7)

These are the definitions for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	Definition
Management and Governance	Asset and Facilities Management	Plans, acquires and manages project assets including land, buildings and equipment, vehicle fleet and security to contribute for the successful completion of the project, and provides peer review assessment.
	Contract and Financial Management	Manages the contract post-establishment including administering contract requirements on behalf of the client, interpreting and enforcing contract terms and conditions, monitoring contract progress, identifying and resolving any contract issues and managing the termination or renewal of the contract upon its expiration. Also included contract negotiation wherever required. Forecasts and manages the expenditures of the project, monitoring finances and identifying potential cost risks to prevent spend over budget by collaborating with both internal and external parties, from clients to stakeholders, and provides peer review assessment.
	Design Management	Manages the design process including planning and initiating a design, managing and controlling the design process to meet specifications, budget and time constraints. Contributes to planning and project management activities within a larger project or program. Includes peer review assessment.
	Dispute Management	Oversees and directs the resolution of disputes between the parties engaged in an infrastructure project or program. Includes peer review assessment.
	Program and Project Management	Establishes program/project leadership and executes program/project plans, monitoring and controlling the development of the program/project according to Cost Management plans and Stakeholders and Communication Management plans. The service also includes project initiation, contract management and administration and peer review assessment.
	Project Control and Scheduling	Monitors cost and schedules, including conducting lifecycle cost analysis, Critical Path Method analysis and scheduling. It reviews and monitors project activities, generates progress against planned reports and recommends actions to recover schedule or improve efficiency. Contributes to planning and project management activities within a larger project or program. Includes peer review assessment.
	Project Governance	Designs and establishes a framework for decision making in Infrastructure Programs and Projects. Includes approval pathways, quality assurance mechanisms, stakeholder management approaches, points of accountability. Includes executing processes to oversee program and project progress, and providing peer review assessment.
	Property Acquisition and Valuation	Demonstrates and documents of the impact of a planned change or development through analysis, simulation and modelling of rail, highways, junctions, roadways, pathways and other transport infrastructure. Includes peer review assessment.
	Risk Management	Identifies, evaluates and manages project risks by designing the risk management strategy and executing risk management plans. Includes identifying, implementing and monitoring mitigation measures needed to prevent exposure to risk, managing and operating risk register and ensuring appropriate communication to project stakeholders. Contributes to planning and project management activities within a larger project or program, and provides peer review assessment.
	Transaction Management	Plans, executes and manages the procurement process required for successful project delivery across diverse delivery models including Design & Construct (D&C), Construct-only and PPP, by undertaking EOI management, evaluation and shortlisting, tender document preparation, bid and tender evaluation, negotiation and award. Includes peer review assessment.

Infrastructure Advisory Service Type Definitions (6/7)

These are the definitions for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	Definition
Project Strategy and Project Planning	Business Case and Economics	Evaluates prospective alternatives to meet the service need, comparing alignment with objectives, socio-economic impact, feasibility, financial appraisal and funding alternatives, delivery model and risks. Includes the definition of project objectives, scope, purpose, deliverables and peer review assessment.
	Cost Modelling and Planning	Models and estimates costs, including quantity surveying and resource estimation. Conducts benchmarking, establishes cost management plans and provides peer review assessment.
	Packaging and Delivery Strategy	Plans the strategy to split programs or projects into series of work packages suitable for obtaining tenders, contracting and risk transfer. Includes peer review assessment.
	Service Strategy and Service Planning	The consultant in this capability will demonstrate the ability to establish a strategic planning vision that can be actioned through strategic plans and government policy frameworks. Propose and test strategic planning scenarios that recognise current conditions and anticipate long term change. Identify services needs and performance outcomes to be delivered by single or multiple assets, by asset portfolios or through masterplans (includes master planning services) at a range of scales. Communicate with diverse stakeholders to develop strategic planning proposals. Undertake peer review assessment and research as required.
	Traffic Modelling	Demonstrates and documents of the impact of a planned change or development through analysis, simulation and modelling of rail, highways, junctions, roadways, pathways and other transport infrastructure. Includes peer review assessment.
Quality and Assurance Services	Asset Inspection	Condition assessment of the assets and its components, defects identification and scoping through trade qualified personnel, including building inspection and network condition assessment, with high risk inspection as well.
	Commissioning	Reviews, analyses and verifies that the infrastructure and its components are complete, tested and fit for operation to the client requirements. Includes formal handover to the final owner or client, as-built drawings and operation and maintenance manuals.
	Compliance and Assurance	Advises, plans, directs and coordinates activities of a project ensuring compliance with legislative, ethical or regulatory standards within the project scope including BCA and access consulting. They are regulated by Fair Trading (in accordance with the Building & Developer Certifier Act)
	Independent Certification and Site Surveillance	Develops and executes construction verification, certification, monitoring and surveillance plans accordingly to construction contract. Inspects and approves building work ensuring compliance with approved building plans and building standards.
	Planning Advisory Consulting	Advises on planning permit pathways and processes for an infrastructure project, provides regulatory advice, conducts pre application investigations, prepares application documents, advises on planning authority relationship management and monitors application outcome.

Infrastructure Advisory Service Type Definitions (7/7)

These are the definitions for each of the 55 Infrastructure Advisory Service Types

Engagement Type	Service Type	Definition
Stakeholder Relations and Communications	Communication and Stakeholder Engagement	Advises in management of organisational reputation with the external media or general public, reviewing and developing public relations strategies and planning. Develops community and stakeholders engagement plans, speeches and presentations for internal/external use including technical writing and graphic design activities such as brochures, reports, maps and infographics and provides facilitation services. Develops responses and communication plans for the management of issues. Also includes workshop facilitation and report preparation.
	Marketing and Campaign Management	Identifies and implements integrated marketing activities and channels to reach campaign objectives as well as influence stakeholders utilizing both online and offline marketing communications tools and digital media channels.

Contact

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This document is subject to regular review and updating.
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