

DEPARTMENT OF DEFENCE ESTATE & INFRASTRUCTURE GROUP

## PHASE 2 REPORT

for the delivery of

**[PROJECT NUMBER]**

**[PROJECT TITLE]**

Revision	Revision Details	Issue	Prepared By	Approved By
1.0	<i>[SUBMITTED FOR REVIEW?]</i>	<i>[DD/MM/YY]</i>	<i>[INITIALS]</i>	<i>[INITIALS]</i>

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## Project Variation Request

This Report **does / does not** require a Project Variation Request.

*If an RPV is required, complete the RPV template, PDF it, and include it here.*

RPV Workflow Link

RPV Guidance Link

Workflow Approvers



# Executive Summary

## Recommendations

DEWPO is requested to approve this report while noting:

- **High/Low** probability of completion within **FYXX/XX.**
- Budget to be **retained OR increased/decreased from \$[0,000,000] to \$[0,000,000]**

## Key Risks

The above recommendations are made noting the following Key Risks

- **"[Risk – insert the most substantial project risks here]"**
- **"[Adjacent/Overlapping Works]"**
- **"[Critical Programme/Seasonality restrictions]"**
- **"[Procurement Issues]"**
- **"[Siting Board]"**

## 1.0 Introduction

### Brief Overview of Works

The scope of works of this project involves **"[Brief Outline of Works]"**

## 2.0 Stakeholder Engagement

The following Stakeholders have been consulted.

Stakeholder Group	Organisation Title/Name	Nature of Engagement
1	NPS	
2	EMOS	
3	E&IG	
4	ID	
5	REO	
6	User Units	
7	CIOG	
8	DEEP	

## 3.0 Authority & Defence Approvals

Approval	Status	Comment
Site Selection Board		
ECC		
DA		
Local Authority Services Approval		



# Commercials: Budget, Fees, Disbursements & PO's

<b>Project Number</b>	NA12345									
<b>Project Name</b>	Official Project Title									
<b>Phase</b>	Phase 2									
<b>Recommendation and Delivery Risk</b>	Augility is seeking to proceed with Phase 3 Delivery									
<b>Project Deliverables (EIR-MNW's Only)</b>	<b>Work Request Number</b>	<b>Work Request Description</b>	<b>BPF Endorsed Funding amount</b>	<b>Phase 0/NPS Budget Estimate</b>	<b>End Phase 1 Budget Estimate</b>	<b>End Phase 2 Budget Estimate</b>	<b>End Phase 2 Budget Estimate (incl. GST)</b>	<b>% Change Ph0-Ph2</b>		
	[Task No.]	EIR MNW - [NAME]	-	-	#VALUE!	#VALUE!	#VALUE!	#VALUE!		
	[Task No.]	EIR MNW - [NAME]	-	-	#VALUE!	#VALUE!	#VALUE!	#VALUE!		
	[Task No.]	EIR MNW - [NAME]	-	-	#VALUE!	#VALUE!	#VALUE!	#VALUE!		
	[Task No.]	EIR MNW - [NAME]	-	-	#VALUE!	#VALUE!	#VALUE!	#VALUE!		
	[Task No.]	EIR MNW - [NAME]	-	-	#VALUE!	#VALUE!	#VALUE!	#VALUE!		
		ALL OTHER TASKS	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	
<b>Total</b>			-	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	
<b>CAP/OP/Fees</b>	<b>Opex \$</b>	-	<b>Capex \$</b>	-	<b>Fees &amp; Disbursements</b>		#VALUE!			
<b>Justification for any significant budget variance</b>	[N/A]									
<b>Approach</b>	Phase 3 is to be delivered through Open Tender									
<b>Fees</b>		<b>Fees at end of Phase 0</b>	<b>Ph0 % of budget</b>	<b>Fees at end of Phase 1</b>	<b>Ph1 % of budget</b>	<b>Fees at end of Phase 2</b>	<b>Ph2 % of budget</b>	<b>PO Raised to date</b>	<b>DEWPO Procurement to CHANGE PO by:</b>	
	<b>Management Fees</b>	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!			
	Phase 1	#VALUE!		#VALUE!		#VALUE!		#VALUE!		#VALUE!
	Phase 2	#VALUE!		#VALUE!		#VALUE!		#VALUE!		#VALUE!
	Phase 3	#VALUE!		\$ -		#VALUE!		-		#VALUE!
	<b>Travel / Disbursements</b>	\$ -	#VALUE!	\$ -	#VALUE!	\$ -	#VALUE!	-	\$ -	-
	Phase 1	\$ -		\$ -		\$ -				
	Phase 2	TBC		\$ -		\$ -				
	Phase 3	TBC		TBC		\$ -				
	<b>Design</b>	\$ -	#VALUE!	\$ -	#VALUE!	\$ -	#VALUE!	-	\$ -	-
	Phase 2	TBC		\$ -		\$ -				
	Phase 3	TBC		\$ -		\$ -				
	<b>Delivery</b>	#VALUE!	#VALUE!	\$ -	#VALUE!	\$ -	#VALUE!	-		To Be raised in TEBR
	<b>Allowance</b>	\$0		\$0	#VALUE!	\$0	#VALUE!			
	<b>Overall Project Budget:</b>	#VALUE!		#VALUE!		#VALUE!				
<b>Complexity</b>	P1 Comp. Fee #VALUE!		Ph2 Comp. Fee #VALUE!		Ph3 Comp. Fee #VALUE!					
<b>IBIS/GEMS Entries</b>	Phase 1 Fees	#VALUE!								
	Phase 2 Fees	#VALUE!								
	Phase 3 Fees	#VALUE!								
	Design Disbursements	\$0								
	Contractor/DIP /DEHP	\$0								



## Phase 3 Disbursements

	Qty	Unit	Rate	Total	Comments / Notes
<b>Car Travel</b>					
Car Hire		Days	/Day	\$0	
Fuel		km's	/km	\$0	
<b>Estimated Car Travel Costs</b>				<b>\$0</b>	
<b>Air Travel</b>					
City to City Return (All)		Flights	/Return	\$0	
City to City Return (WA)		Flights	/Return	\$0	
City to Regional NSW		Flights	/Return	\$0	
City to Regional V/T		Flights	/Return	\$0	
City to Regional Adel		Flights	/Return	\$0	
City to Regional QLD		Flights	/Return	\$0	
City to Regional NT		Flights	/Return	\$0	
<b>Estimated Air Travel Costs</b>				<b>\$0</b>	
<b>Accommodation</b>					
City		Nights	/Night	\$0	
Country		Nights	/Night	\$0	
Meal Allowance		No. Days	/Day	\$0	
<b>Estimated Accommodation Costs</b>				<b>\$0</b>	
<b>Travel Time</b>					
Estimated travel Hours Per Trip		Hrs (Max 8 Hrs per trip)	No. of Trips	\$0	
<b>Estimated Total Travel Time:</b>				<b>\$0</b>	
<sup>3</sup> Taken as \$120/hr, therefore half rate = \$60/hr					
<b>Other</b>					
Escorts		Hrs	/hr	\$0	
Authority Fees			Fee	\$0	
[Other]				\$0	
[Other]				\$0	
<b>Estimated Total Travel Time:</b>				<b>\$0</b>	
<b>Contingency (10%)</b>				<b>\$0</b>	
<b>Phase 3 - Estimate Disbursements:</b>				<b>\$0</b>	
<b>Spent to Date:</b>				<b>\$0</b>	
<b>Disbursements:</b>				<b>\$0</b>	



## Scope of Work

**[PROJECT NUMBER]**

**[PROJECT TITLE]**

**[DATE]**

### 1. Scope Clarification

The scope of works for each project is detailed in the following sections, and it is proposed that this scope of works supersedes the original briefed information and that included in the Scope & Feasibility Report.

### 2. Scope of Works

*[Example Scope of Works]*

### 3. Assumptions

The following assumptions have been identified for this scope of works:

- *Other (if applicable)*
- *Other (if applicable)*

### 4. Exclusions

Unless specifically outlined within the scope of works above, the following works are excluded:

- *Other (if applicable)*
- *Other (if applicable)*

### 5. Project Budget Review

Augility has undertaken a preliminary cost estimate of the works and provides the following summary of the project budgets.

#### 5.1. Option 1 – Budget to Scope (full Scope of Works)

The following table outlines the PDS Contractor’s Option 1 Proposal. This option would deliver the full scope of works as documented above. All Tasks included in the original NPS Project Brief are as follows:

*[insert list of tasks from 2.2, showing all Tasks within original NPS Project Brief]*

Task Number	Task Description	Location
<b>[NUMBER]</b>	<b>[DESCRIPTION]</b>	<b>[LOCATION]</b>
<b>[NUMBER]</b>	<b>[DESCRIPTION]</b>	<b>[LOCATION]</b>

#### 5.2. Option 2 – Scope to Budget (reduced Scope of Works)

In order to provide a delivery option that is closer to the NPS approved budget as provided in the Project Brief, the PDS Contractor has developed a ‘Value-Management’ proposal, with a reduced Scope of Works. The following four imperatives are assessed when considering the feasibility of Scope reduction;



- The Project achieving minimum Operational requirements
- The Project must achieve Occupational Health and Safety requirements
- The Project must ensure appropriate Public Perception of Defence
- The Project must consider the Criticality Factor of facilities as a priority for delivery
- Other (if applicable)

Please refer to the Table below for the revised Scope of Works and updated PDS Contractor recommended budget:

[insert list of tasks from 2.2, denoting which items are not proceeding in order to retain existing budget]

Task Number	Task Description	Location	Comments / Revisions / Issues
[NUMBER]	[DESCRIPTION]	[LOCATION]	Comment / Proceeding / Cancelled / Unbundled to ??????
[NUMBER]	[DESCRIPTION]	[LOCATION]	Comment / Proceeding / Cancelled / Unbundled to ??????

### 5.3 Tasks to be removed from Project for alternative delivery mechanism

Table below outlines the recommended mechanism and associated costs to complete scope items deferred from this project, but completion is still required.

Task Number	Task Description	PDS recommended mechanism for works	PDS contractor recommended budget (\$)
[NUMBER]	[DESCRIPTION]	[EMOS, New EIR, BSSC, EA]	[\$?,???,???
[NUMBER]	[DESCRIPTION]	[EMOS, New EIR, BSSC, EA]	[\$?,???,???

## 6. PDS Contractor Recommendation

The PDS contractor recommends that the most value for money to Defence is to undertake design in accordance with **Option 1 / Option 2.**

## 7. Stakeholder Endorsement

We request that the PDS finalise Scoping and Feasibility Documentation based on the above revisions to the Original Scope:

EIG Name:		Date:	[DD/MM/YY]
NPS Name:		Date:	[DD/MM/YY]





## Section 1 – Programme

*[Gantt Chart Extract]*

## Section 2 – Risk Register

*[Risk Register Extract]*

## Section 3 – PWC Notification

PWC Notification *is / is not* applicable to this project.

*Where applicable either:*

PWC notification has been submitted and is pending approval.

**OR:**

PWC notification has been approved and is contained herein. *[insert PWC approval]*

## Section 4 – Certification

*[Insert Design Certifications]*