EQUIPMENT PROCUREMENT EXCEPTION FORM

PART A – PROCUREMENT EXCEPTION AUTHORISATION AND PART B – DESIGN CONFIRMATION RECORD

TS 0104 | TECHNICAL SERVICES MANAGEMENT

PROJECT DETAILS

SA Water Project Details

Project ID		**Project name**	
Equipment covered by this EPEF			

Design Consultant

Organisation		**Contact name**	
Position		**Email**	
Phone			

Constructor

Organisation		**Contact name**	
Position		**Email**	
Phone			

SA Water Roles

Owner's Engineer		**SA Water Representative**	
Position		**Position**	

EXCEPTION SCENARIO

Select one scenario only. Submission of Part A constitutes a **HOLD POINT.**

Scenario 1	☐ Equipment procurement before design is fully developed
Scenario 2	☐ Design Milestone Acceptance before final equipment selection

SECTION A1 - PROPOSED EXCEPTION

Proposed procurement activity

Scenario 1: State the specific procurement commitment proposed, such as tender, purchase order, vendor design or release for manufacture.

Scenario 2: State that the EPEF accompanies the relevant DMAC submission and identify the limits of the proposed acceptance.

Reason for exception and anticipated project consequence

Explain why the preferred TS 0104 sequence cannot reasonably be followed and describe the anticipated project effect.

For Scenario 1 - Current design stage

State current design maturity and latest completed Design Review Gate.

For Scenario 2 - DMAC package

Identify the DMAC submission this EPEF accompanies and the equipment information unavailable at submission.

SECTION A2 - ASSUMPTIONS AND RETAINED DESIGN FLEXIBILITY

Use one row per unconfirmed design input, completing only the rows required. Mark unused assumption IDs "Not applicable". Assumption IDs carry through automatically to Section A3 and Part B.

Assumption ID	Design assumption	Foreseeable variation	Sensitivity / consequence	Retained design flexibility
Example[1]	*Crane wheel load assumed at 75 kN; supplier loads unconfirmed.*	*60-90 kN per wheel.*	*Changes beam reactions and column demand.*	*Design retains capacity for 90 kN per wheel.*
AS1				
AS2				
AS3				
AS4				
AS5				
AS6				

Note:

1) Example provided as a guide only, based on a gantry crane being procured following completion of the 30% Design Review Gate

SECTION A3 - CONTROLS, CONFIRMATION REQUIREMENTS AND PART B EVIDENCE

Complete at least one row for each assumption ID from Section A2. If an assumption has multiple risks or controls, combine the details within the relevant row.

ID	Risk / uncertainty	Control / confirmation action	Evidence required	Control point[1]	Responsible
Example	*Wheel load exceeds 90 kN allowance.*	*Obtain certified load and verify supporting design.*	*Certified schedule and checked calculation.*	*Before runway design finalisation.*	*Designer*
AS1					
AS2					
AS3					
AS4					
AS5					
AS6					

Note:

1) The design, procurement, manufacture, construction or commissioning milestone that shall not be passed until the action is complete.

SECTION A4 - DESIGN CONSULTANT CONFIRMATION

The Design Consultant confirms that Part A accurately records the design assumptions, foreseeable variations, sensitivities, retained flexibility, controls and confirmation requirements.

Design Consultant representative		**Position**	
Date confirmed	DD/MM/YYYY		

SECTION A5 - CONSTRUCTOR SUBMISSION

The Constructor submits Part A after the Design Consultant confirms the technical content.

Submitted by		**Position**	
Date submitted	DD/MM/YYYY		

SECTION A6 - OWNER'S ENGINEER ENDORSEMENT AND SA WATER DECISION

The Owner's Engineer and SA Water Representative complete this section.

Owner's Engineer endorsement – select one

☐ Endorsed ☐ Endorsed with conditions ☐ Not endorsed

SA Water Representative decision – select one

☐ Accepted ☐ Accepted with conditions ☐ Not accepted

Conditions

Acceptance of this Equipment Procurement Exception Form is subject to the following conditions:

Owner's Engineer		**SA Water Representative**	
Signature	SIGN	**Signature**	SIGN

PART B - ASSUMPTION CONFIRMATION

Design Consultant to complete one row for every Part A assumption ID.

ID	Assumption	Retained flexibility	Validation outcome[1]	Design change outcome[2]
Example	*Crane wheel load assumed at 75 kN; supplier loads unconfirmed.*	*Design retains capacity for 90 kN per wheel.*	*Final certified wheel load is 80 kN per wheel, within the 90 kN retained design allowance. Vendor load schedule CRN-LDS-004 Rev 2 and checked calculation STR-CAL-018 Rev 3.*	☐ *No design change required*
AS1				
AS2				
AS3				
AS4				
AS5				
AS6				

Notes:

1) State the confirmed value or outcome and identify the supporting vendor document, calculation, drawing or other controlled evidence.
2) Select one design-change outcome for each assumption. Where a Design Change or Significant Design Change applies, provide the corresponding DCP or SDCP reference.

PART B - DESIGN CONFIRMATION CHECKLIST

Design Consultant to confirm assumptions and actions from Part A.

SA Water Project ID		**Equipment**	

Design change pathways completed

Select the first option only where no design change was required; otherwise select all applicable change pathways.

- ☐ No design change was required for any assumption
- ☐ One or more Design Changes were completed through a DCP
- ☐ One or more Significant Design Changes were completed through a SDCP

Confirmation checklist

- ☐ All final vendor information and evidence required by Part A has been received and referenced
- ☐ All Part A assumptions have been validated and required design change actions completed

DESIGN CONSULTANT CONFIRMATION

The Design Consultant confirms all Part A assumptions have been validated and actioned, the selected design-change pathway has been completed as applicable, and the resulting design satisfies SA Water's Project Requirements.

Name		**Position**	
Date	DD/MM/YYYY	**Signature**	SIGN

CONSTRUCTOR ACKNOWLEDGEMENT

The Constructor acknowledges completed Part B and remains responsible for ensuring the procured equipment and completed works satisfy SA Water's Project Requirements.

Name		**Position**	
Date	DD/MM/YYYY	**Signature**	SIGN