

Consultation Accreditation Information

DESIGN OF INFRASTRUCTURE FOR NEW LAND DEVELOPMENTS

Introduction

For new Land Development projects, Developers are required to engage an Engineering Consultant to prepare Design Drawings for new water and sewer infrastructure. Only SA Water Accredited Consultants are authorised to prepare these Design Drawings. SA Water maintains a list of [Accredited Consultants](#).

Design Drawings are required to comply with SA Water's Standards as detailed in the Water Supply Construction Manual, the Sewer Construction Manual and Supplements to the WSAA Codes.

For continued inclusion on the list of Accredited Consultants, the consultant is required to consistently perform at level 1 or 2. (Refer **Classification Structure**).

Classification Structure

SA Water has a two level structure for the Consultant Accreditation Rating List.

Level 1 Consultants are required to achieve an average minimum score of 85% for audited Design Drawings. (Refer **Performance Standards**).

Level 2 Consultants are required to achieve an average score of 65% - 85%.

Audit of Design Drawings

Consultants should submit Design Drawings for technical audit by SA Water. Drawings will be assessed for conformance with SA Water design and construction Standards. Based upon conformance with SA Water Standards and the extent of corrections and/or additional detail required, a score is allocated.

Only the initial drawing submission is scored. Subsequent submissions are audited but no score is allocated.

All recorded scores are used for the **Annual Performance Review**.

Upon lodgement, SA Water will make a determination on the technical content of the Drawings and if acceptable, an audit will be undertaken. Where Drawings are not of an adequate standard (i.e. too many omissions and/ or errors), drawings will be returned for further development.

Performance Standards

Regardless of Level 1 or 2, for continuation at that Level, the Consultant is expected to score greater than the specified minimum score during each review period.

Where not achieved, SA Water will meet with the Consultant to discuss performance. Over the following six months, the Consultant's performance will be further monitored. At the end of this period should the Consultant not achieve the required score, SA Water will take the following action:

- A Level 1 Consultant will be adjusted to Level 2.
- A Level 2 Consultant will be removed from the Consultant Accreditation Rating List for a minimum 12 month period. Following the 12 month duration, the Consultant would need to make application for re-inclusion on the Consultant Accreditation Rating List.

Elevation from Level 2 to Level 1, is only considered following the Level 2 Consultant achieving three Level 1 minimum mean average scores. The preferred duration for these scores is 12 months, however, if a market downturn or other exceptional circumstances, result in a longer period to achieve the three scores, SA Water requires the three scores within a maximum 24 month period.

Annual Performance Review

Each year, SA Water will undertake two six monthly reviews in December and June, whereby all submission scores are examined to produce an overall mean score for each Consultancy.

These six monthly reviews result in the Annual Performance Review which is used for any adjustment of the Consultant Accreditation Rating List (released in June each year).

Appeal Procedure

The accreditation system does include an appeal procedure. If a Consultancy believes they have been treated unfairly, they may request a reassessment. SA Water will subsequently establish an independent panel of specialists to assess the quality of work that has been submitted.

This re-evaluation will be conducted at the Consultancy Company's cost. However, if their appeal is subsequently upheld, SA Water will reimburse the Consultancy Company for the reassessment cost.

Fee for Audit

Audit of the Design Drawings involves a Fee payable by the Developer (as a component of the Land Developer Agreement). The Fee is variable dependent upon the Consultant Level shown in the Consultant Accreditation Rating List. Each Fee has been determined based upon the cost of performing the Audit. The Fee is revised annually and is subject to approval by ESCOSA.

Application Process

SA Water has an Application Process for approval of new Accredited Consultants.

To be considered for accreditation, Consultants must be able to demonstrate they have the necessary qualifications, skills and experience, and management systems to perform the required engineering tasks.

Prior to making application, it is recommended that Applicants make themselves familiar with the [SA Water drawings, Standards and requirements](#) on the SA Water website:

For additional information, potential Candidates may contact the [Reticulation Infrastructure Specialist](#).

If proceeding with an application, as a minimum, the Applicant should provide:

- Evidence of qualifications for all key personnel. In particular, the Chartered Engineer certifying drawing compliance to SA Water Standards.
- A copy of the company's Quality Management System Certification.
- Copies of drawings for projects of similar complexity to the design of SA Water infrastructure.
- Client references/ any other relevant information.

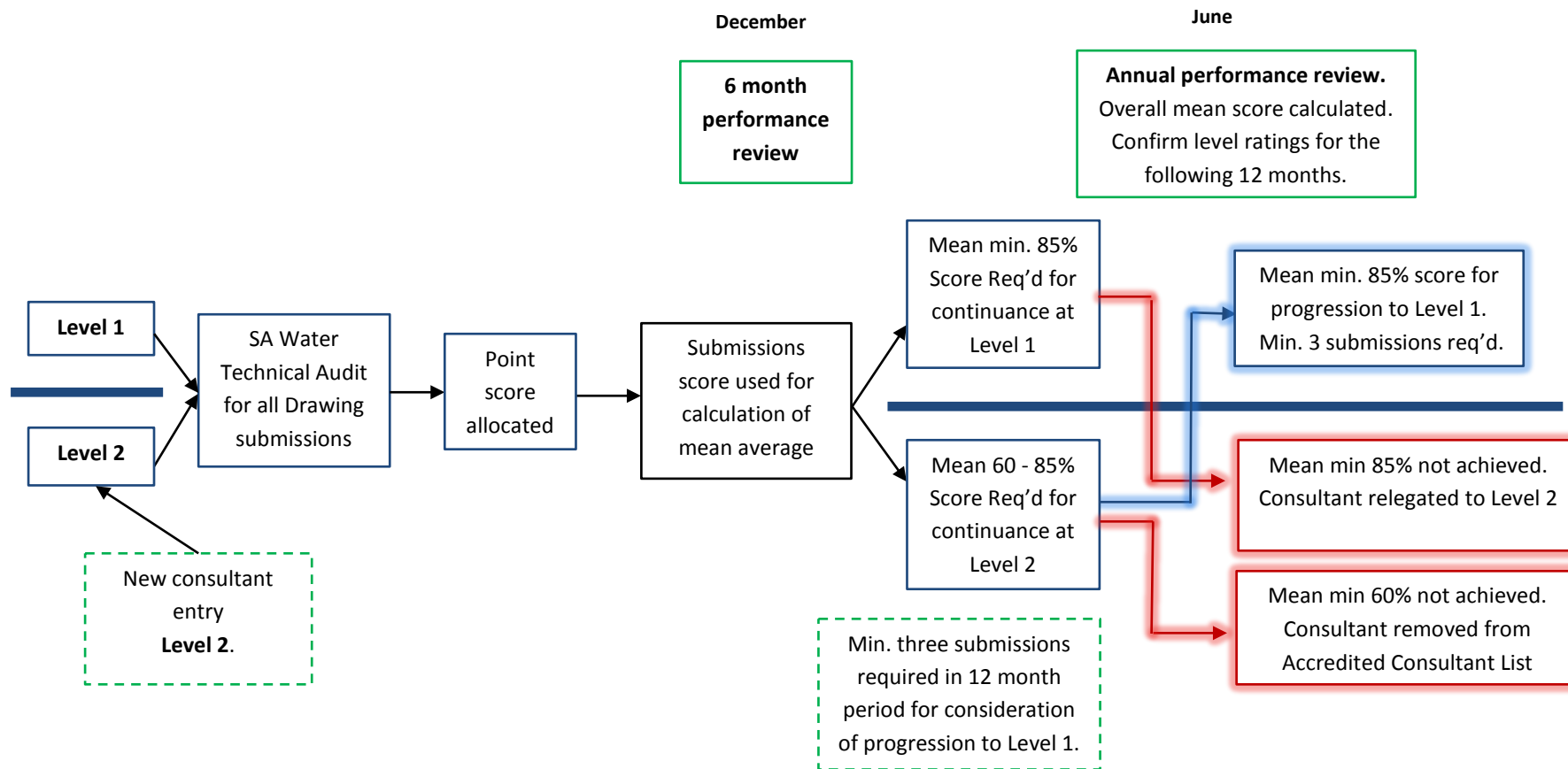
SA Water will interview the Applicant and may request further information to ascertain the Applicant's capabilities to perform at the required standard.

Upon successfully satisfying SA Water's requirements, SA Water will update the Consultant Accreditation Rating List to include the successful Consultant.

Level 2 is entry level for new applicants.

Appendix A

SA Water – Flowchart of Accredited Consultants Review Process



For more information,
 please call us on 1300 650 950
sawater.com.au



Government of
 South Australia

