

Alberta Infrastructure

Digital Project Delivery

Building Information Modelling

Execution Plan Template

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Instructions

This document is provided to form the basis of the minimum requirements of a project Building Information Modelling (BIM) Execution Plan (BEP). The BIM manager shall utilize this template to develop the BEP and provide to the Province for review and confirmation of acceptance. The provided template may contain sections or elements that are not applicable to every project condition. The BIM Manager shall add or modify sections as required.

1. Project Information

Briefly describe the project:

* + 1. Facility Owner: Alberta Infrastructure
    2. Project Location/Address: 123 Example Street NW, Edmonton, AB, T1N
    3. Project Name: HQ Office Tower
    4. Contract Type: Design-Build
    5. Facility Type: Commercial Office Facility
    6. Project Description: 5 storey office tower and training facility
    7. Project Number: (AI Project ID#)

1. Organization Roles and Staffing
   1. BIM Contacts

List the key BIM contacts and their contact information for the project. This list shall be updated as project team members are added or removed during the project lifecycle.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Discipline | Name | Organization | Email | Phone |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

* 1. BIM Roles and Responsibilities

Describe BIM roles and responsibilities such as BIM Manager, Project Managers and Modellers. Include an organizational chart indicating the overall BIM Manager and the discipline/sub-trade BIM Leads. Indicate whether the project team is located centrally or in various locations.

|  |  |  |  |
| --- | --- | --- | --- |
| Role | Name | Organization | Responsibilities |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. BIM Uses

Identify and describe the specific BIM uses planned for each project phase. For each BIM use selected, indicate the BIM Lead and Organization responsible.

1. Collaboration Procedures
   1. Collaboration Strategy

Describe how the project team shall collaborate in the production of the models. Include items such as electronic communication requirements and procedures, document management, documents transfer, model updates and storage.

* 1. Collaboration Software

List the collaboration software, storage locations, uses and applicable team members.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Software | Storage Type | Collaboration Use | Project Member | Version |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

* 1. Collaboration Meetings

Define all meetings and collaboration sessions that shall be held throughout the project. Identify the project stage the meetings shall be held in, the minimum frequency of the meetings, the participants required, including the location of the meeting. Additional meetings may be required depending on project phase.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Meetings/Activity | Project Stage | Frequency | Participants | Location |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

* 1. Collaboration Folder Structure

Describe the collaborative folder structure and naming for all consultants, contractors, subcontractors, and other project members.

1. Quality Control and Quality Assurance
   1. Quality Control (QC) Plan

Provide a QC plan to describe the strategy to control the quality and accuracy of the model and its data. Describe the use of QC software.

* 1. Quality Assurance (QA) Plan

Describe the tasks and responsibilities required of each team member to provide QA reporting and verification of the model at each handover or delivery to the Province.

1. Minimum Modelling Requirements
   1. Level of Development (LOD)

Define the LOD at each project phase in collaboration with the Province.

* 1. Mechanical, Electrical, Plumbing (MEP) Systems

Provide a complete list of all MEP systems to be included in the model.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Model Name | Discipline | System Classification | System Name | Abbreviation | |
|  |  |  |  | |  |
|  |  |  |  | |  |
|  |  |  |  | |  |

1. Technology Infrastructure
   1. Software

List software applications and versions of the software necessary to produce the models.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| BIM Use | Discipline/Sub-trade | Software | Version | File Format |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. Model Organization
   1. Model Structure

Describe and diagram how the models shall be separated. Describe and list all models.

|  |  |  |  |
| --- | --- | --- | --- |
| Model Name | Discipline | Company | Software |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

* 1. File Naming Standard

Identify model naming standard to be used, which shall be in accordance with the Province’s Codification Standard.

* 1. Measurement and Coordinate Systems

Prescribe and confirm the unit of measure (metric), and the coordinate system to be used to ensure coordinated model integration. Specify location of project base point and survey point.

* 1. Model Parameters List

List any required custom parameters within the models and provide a short description.

|  |  |  |  |
| --- | --- | --- | --- |
| Model Name | Parameter Name | Shared/Project | Description |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

* 1. Element Naming Convention

Describe the model element and type naming standard.

* 1. Phases

List any phases within the models and provide a short description.

|  |  |  |
| --- | --- | --- |
| Model Name | Phase | Description |
|  |  |  |
|  |  |  |
|  |  |  |

1. Interference Check Process

Describe the coordination and interference check process. Include workflow diagram.

|  |  |  |  |
| --- | --- | --- | --- |
| Software | Responsible Party | Frequency | Reporting |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. BIM Delivery and Updates

List the project BIM deliverables, format and relevant documents. Provide the deliverable project phase, due date, format and any other specific information about the deliverables. Define the frequency at which model updates are submitted to the Province during the design phase.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Submittal Item | Project Stage | Format | Responsibility | Due Date | Notes |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. Record Model
   1. Record Model Updates

Describe the process to update and maintain the design model accurately during construction until final Record Model handover to the Province.

|  |  |  |  |
| --- | --- | --- | --- |
| Origin of Change | Project Stage | Responsibility | Verification |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

* 1. Frequency of Record Model Updates and Submission

Provide the frequency at which model updates are submitted to the Province during the construction phase

1. Requested Exceptions

Requests for exception to the BIM requirements shall be provided to the Province, along with justification for review and confirmation of acceptance in this BEP.