BIM Overlay to the RIBA Outline Plan of Work

		RIBA Work Stage	Description of Key Tasks	Core BIM Activities
Preparation	A	**Appraisal**	Identification of client's needs and objectives, business case, sustainability, life cycle and Facilities Management aspirations and possible constraints on development. Preparation of feasibility studies and assessment of options to enable the client to decide whether to proceed.	• Advise client on purpose of BIM including benefits and implications. Agree level and extent of BIM including 4D (time), 5D (cost) and 6D (FM) following software assessment. Advise client on Integrated Team scope of service in totality and for each designer including requirements for specialists and appointment of a BIM Model Manager. • Define long-term responsibilities, including ownership of model. • Define BIM Inputs and Outputs and scope of post-occupancy evaluation (Soft Landings). • Identify scope of and commission BIM surveys and investigation reports. • Data drop 1.
	B	**Design Brief**	Development of initial statement of requirements into the Design Brief by or on behalf of the client, confirming key requirements and constraints. Identification of procurement method, project sustainability and BIM procedures, building design lifetime and project organisational structure and range of consultants and others to be engaged for the project, including definition of responsibilities.	
Design	C	**Concept**	Implementation of Design Brief and preparation of additional data. Agreement of Project Quality Plan including BIM and Change Control protocols. Preparation of Concept Design including outline proposals for structural and environmental strategies and services systems, site landscape and ecology, outline specifications, preliminary cost and energy plans. Review of procurement route.	• BIM pre-start meeting. • Initial model sharing with Design Team for strategic analysis and options appraisal. • BIM data used for environmental performance and area analysis. • Identify key model elements (e.g. prefabricated component) and create concept level parametric objects for all major elements. • Enable design team access to BIM data. • Agree extent of performance specified work. • Data drop 2.
	D	**Design Development**	Development of concept design using project BIM data to include structural and environmental strategies and services systems, site landscape and ecology, updated outline specifications and cost and energy plans. Completion of Project Brief. *Application for detailed planning permission.*	• Data sharing and integration for design co-ordination and detailed analysis including data links between models. • Integration/development of generic/bespoke design components. • BIM data used for environmental performance and area analysis. • Data sharing for design co-ordination, technical analysis and addition of specification data. • Export data for Planning Application. • 4D and/or 5D assessment. • Data drop 3.
	E	**Technical Design**	Preparation of technical design(s) and specifications, sufficient to co-ordinate components and elements of the project, BIM data and *information for statutory standards, sustainability assessment and construction safety.*	
Pre-Construction	F	**Production Information**	F1 ~~Preparation of production information~~ Development of BIM data in sufficient detail to conclude co-ordination of design team inputs, to enable performance specified work to commence and enable a tender or tenders to be obtained. *Application for statutory approvals.* F2 ~~*Preparation of further information for construction required under the building contract.*~~ *Development of BIM data to integrate performance specified design work into model.* Review of BIM information provided by contractors and specialists, including integration into project BIM data.	• Export data for Building Control Analysis. • Data sharing for conclusion of design co-ordination and detailed analysis with subcontractors. • Detailed modelling, integration and analysis. • Create production level parametric objects for all major elements (where appropriate and information exists this may be based on tier 2 supplier's information). • Embed specification to model. • Final review and sign off of model. • Enable access to BIM model to contractor(s). • Integration of subcontractor performance specified work model information into BIM model data. • Review construction sequencing (4D) with contractor. • Data drop 4.
	G	**Tender Documentation**	Preparation and/or collation of tender documentation in sufficient detail to enable a tender or tenders to be obtained for the project.	
	H	**Tender Action**	Identification and evaluation of potential contractors and/or specialists for the project. Obtaining and appraising tenders; submission of recommendations to the client.	

The activities in italics may be moved to suit project requirements.

		RIBA Work Stage	Description of Key Tasks	Core BIM Activities
Construction	J	Mobilisation	Letting the building contract, appointing the contractor. ~~Issuing of information to the contractor.~~ Arranging site handover to the contractor.	• Agree timing and scope of 'Soft Landings'. • Co-ordinate and release of 'End of Construction' BIM record model data. • Use of 4D/5D BIM data for contract administration purposes. • Data drop 5.
	K	Construction to Practical Completion	Administration of the building contract to Practical Completion. ~~Provision to the contractor of further Information as and when reasonably required.~~ Clarification and resolution of design queries as they arise. ~~Review of information provided by contractors and specialists.~~ Assist with preparation for commissioning, training, handover, future monitoring and maintenance.	
Use	L	Post Practical Completion	L1 Administration of the building contract after Practical Completion and making final inspections. L2 Assisting building user during initial occupation period.	• FM BIM model data issued as asset changes are made. • Study of parametric object information contained within BIM model data. • Data drop 6.
R&D	M	Model Maintenance & Development	L3 Review of project performance in use and comparison with BIM data. Analysis of BIM data for use on future projects, following feedback and research.	

Current Plan of Work

The current version of the RIBA Outline Plan of Work is available to download at:

http://www.ribabookshops.com/plan-of-work

Green Overlay

To allow the BIM Overlay to sit alongside the Green Overlay to the RIBA Outline Plan of Work, the suggested amendments to the 'description of key tasks' included in the Green Overlay have also been included in the BIM Overlay. The Green Overlay text is highlighted in green, and to avoid confusion the BIM Overlay text is shown in purple.

In reality, many of the changes in the Green Overlay are pertinent to the BIM Overlay. For example, subjects such as Soft Landings are relevant from both a sustainability and BIM perspective. The Green Overlay of the Outline Plan of Work, that also contains additional valuable guidance on green issues, can be downloaded from:

http://www.ribabookshops.com/plan-of-work

The activities in italics may be moved to suit project requirements.