|  |
| --- |
|  |
| Organization Name |
|  |
| Organizational Execution Plan |

Version 1.02

July 2, 2012

Developed by:

 Author Names

# Executive Summary:

[Abstract]

|  |
| --- |
| Click here to enter text. |

This template is a tool that is provided to assist in the development of an Organizational BIM Assessment Document. The template Document was created from the buildingSMART alliance™ (bSa) Project “BIM Execution Planning for Owners” as developed by The Computer Integrated Construction (CIC) Research Group of The Pennsylvania State University. The bSa project is sponsored by The Charles Pankow Foundation, US DoD Military Health System, Kaiser Permanente, US Department of Veterans Affairs, Penn State Office of Physical Plant (OPP), and The Partnership for Achieving Construction Excellence (PACE). The BIM Execution Planning Guide for Owners can be downloaded at http://bim.psu.edu.

This work is licensed under the Creative Commons Attribution-Share Alike 3.0 United States License. To view a copy of this license, visit http://creativecommons.org/licenses/by-sa/3.0/us/ or send a letter to Creative Commons, 171 Second Street, Suite 300, San Francisco, California, 94105, USA.



Table of Contents

[Executive Summary: 1](#_Toc324279956)

[1 Strategy: 3](#_Toc324279957)

[1.1 Organizational Mission and BIM Vision 3](#_Toc324279958)

[1.2 Organizational Goals and BIM Objectives 3](#_Toc324279959)

[1.3 Planning Team Members: 4](#_Toc324279960)

[2 BIM Uses 5](#_Toc324279961)

[3 Process 6](#_Toc324279962)

[3.1 Current Organizational Processes 6](#_Toc324279963)

[3.2 Target Processes 6](#_Toc324279964)

[3.3 Advance Process 6](#_Toc324279965)

[4 Information 7](#_Toc324279966)

[5 Infrastructure 11](#_Toc324279967)

[5.1 Software 11](#_Toc324279968)

[5.2 Hardware 11](#_Toc324279969)

[5.3 Physical Spaces 12](#_Toc324279970)

[6 Personnel 13](#_Toc324279971)

[6.1 Organizational Structure 13](#_Toc324279972)

[6.2 BIM Roles and Responsibilities 13](#_Toc324279973)

[6.3 Education and Training Program 13](#_Toc324279974)

[6.3.1 BIM Education Program Summary 14](#_Toc324279975)

[6.3.2 BIM Training Program Summary 14](#_Toc324279976)

[7 BIM Use 1 15](#_Toc324279977)

[7.1 Organizational Goal and BIM Objective 15](#_Toc324279978)

[7.1.1 Responsible Parties 16](#_Toc324279979)

[7.2 Process 17](#_Toc324279980)

[7.2.1 Current Process 17](#_Toc324279981)

[7.2.2 BIM Process 18](#_Toc324279982)

[7.2.3 BIM Use Advancement Process 19](#_Toc324279983)

[7.3 BIM Use Information Needs 20](#_Toc324279984)

[7.4 Infrastructure 21](#_Toc324279985)

[7.4.1 BIM Use Software Needs 21](#_Toc324279986)

[7.4.2 Hardware 21](#_Toc324279987)

[7.4.3 Physical Spaces 21](#_Toc324279988)

[7.5 Personnel 22](#_Toc324279989)

[7.5.1 BIM Roles and Responsibilities 22](#_Toc324279990)

[7.5.2 Education and Training Program 22](#_Toc324279991)

[7.5.3 Change Management 22](#_Toc324279992)

[8 Attachments: 23](#_Toc324279993)

# Strategy:

(What is this document about? What is the purpose of this Organizational Execution Plan?)

## Organizational Mission and BIM Vision

(Include a summary of the Organizational Mission)

(Include a summary of the Organizational Vision)

## Organizational Goals and BIM Objectives

(Include a summary of the Organizational Goals)

Table 1‑1: Organizational Goals

|  |  |  |
| --- | --- | --- |
| Priority | Goal Description | Objective |
| Choose an item. |  |  |
|   |  |  |
|   |  |  |
|   |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## Planning Team Members:

(Document the members of the BIM Planning Team. )

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Role | Department | E-Mail | Phone |
|  | BIM Champion |  |  |  |
|  |  |  |  |  |
|  | Discipline Lead |  |  |  |
|  |  |  |  |  |

# BIM Uses

 (Summary of the current processes and Uses provided)

Table 2‑1: Services Provided

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Current Process | BIM USE | Descritpion | Current Maturity | Desired Maturity |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

# Process

(Document how the organization performs work

## Current Organizational Processes

(Summary of organizational Process)

Figure 3‑1: Organizational Hierarchal Structure

## Target Processes

## Advance Process

# Information

|  |  |  |  |
| --- | --- | --- | --- |
| **Model Element Breakdown** | **LoD** | **Facility Data** | **Notes** |
| 01 | SUBSTRUCTURE | 100 |  |  |
| 01 | 10 | Foundations | LoD |  |  |
| 01 | 10 | 10 | Standard Foundations | LoD |  |  |
| 01 | 10 | 20 | Special Foundations | LoD |  |  |
| 01 | 20 | Subgrade Enclosures | LoD |  |  |
| 01 | 20 | 10 | Walls for Subgrade Enclosures | LoD |  |  |
| 01 | 40 | Slabs-On-Grade | LoD |  |  |
| 01 | 40 | 10 | Standard Slabs-On-Grade | LoD |  |  |
| 01 | 40 | 20 | Structural Slabs-On-Grade | LoD |  |  |
| 01 | 40 | 30 | Slab Trenches | LoD |  |  |
| 01 | 40 | 40 | Pits and Bases | LoD |  |  |
| 01 | 40 | 50 | Slab-On-Grade Supplementary Components | LoD |  |  |
| 01 | 60 | Water and Gas Mitigation | LoD |  |  |
| 01 | 60 | 10 | Building Subdrainage | LoD |  |  |
| 01 | 60 | 20 | Off-Gassing Mitigation | LoD |  |  |
| 01 | 90 | Substructure Related Activities | LoD |  |  |
| 01 | 90 | 10 | Substructure Excavation | LoD |  |  |
| 01 | 90 | 20 | Construction Dewatering | LoD |  |  |
| 01 | 90 | 30 | Excavation Support | LoD |  |  |
| 01 | 90 | 40 | Soil Treatment | LoD |  |  |
| 02 | SHELL | LoD |  |  |
| 02 | 10 | Superstructure | LoD |  |  |
| 02 | 10 | 10 | Floor Construction | LoD |  |  |
| 02 | 10 | 20 | Roof Construction | LoD |  |  |
| 02 | 10 | 30 | Stairs | LoD |  |  |
| 02 | 20 | Exterior Vertical Enclosures  | LoD |  |  |
| 02 | 20 | 10 | Exterior Walls | LoD |  |  |
| 02 | 20 | 20 | Exterior Windows | LoD |  |  |
| 02 | 20 | 50 | Exterior Doors and Grilles | LoD |  |  |
| 02 | 20 | 70 | Exterior Louvers and Vents | LoD |  |  |
| 02 | 20 | 80 | Exterior Wall Appurtenances | LoD |  |  |
| 02 | 20 | 90 | Exterior Wall Specialties | LoD |  |  |
| 02 | 30 | Exterior Horizontal Enclosures  | LoD |  |  |
| 02 | 30 | 10 | Roofing | LoD |  |  |
| 02 | 30 | 20 | Roof Appurtenances | LoD |  |  |
| 02 | 30 | 40 | Traffic Bearing Horizontal Enclosures | LoD |  |  |
| 02 | 30 | 60 | Horizontal Openings | LoD |  |  |
| 02 | 30 | 80 | Overhead Exterior Enclosures | LoD |  |  |
| 03 | INTERIORS | LoD |  |  |
| 03 | 10 | Interior Construction | LoD |  |  |
| 03 | 10 | 10 | Interior Partitions | LoD |  |  |
| 03 | 10 | 20 | Interior Windows | LoD |  |  |
| 03 | 10 | 30 | Interior Doors | LoD |  |  |
| 03 | 10 | 40 | Interior Grilles and Gates | LoD |  |  |
| 03 | 10 | 60 | Raised Floor Construction | LoD |  |  |
| 03 | 10 | 70 | Suspended Ceiling Construction | LoD |  |  |
| 03 | 10 | 90 | Interior Specialties | LoD |  |  |
| 03 | 20 | Interior Finishes | LoD |  |  |
| 03 | 20 | 10 | Wall Finishes | LoD |  |  |
| 03 | 20 | 20 | Interior Fabrications | LoD |  |  |
| 03 | 20 | 30 | Flooring | LoD |  |  |
| 03 | 20 | 40 | Stair Finishes | LoD |  |  |
| 03 | 20 | 50 | Ceiling Finishes | LoD |  |  |
| 04 | SERVICES | LoD |  |  |
| 04 | 10 | Conveying | LoD |  |  |
| 04 | 10 | 10 | Vertical Conveying Systems | LoD |  |  |
| 04 | 10 | 30 | Horizontal Conveying Systems | LoD |  |  |
| 04 | 10 | 50 | Material Handling | LoD |  |  |
| 04 | 10 | 80 | Operable Access Systems | LoD |  |  |
| 04 | 20 | Plumbing | LoD |  |  |
| 04 | 20 | 10 | Domestic Water Distribution | LoD |  |  |
| 04 | 20 | 20 | Sanitary Drainage | LoD |  |  |
| 04 | 20 | 30 | Building Support Plumbing Systems | LoD |  |  |
| 04 | 20 | 50 | General Service Compressed-Air | LoD |  |  |
| 04 | 20 | 60 | Process Support Plumbing Systems | LoD |  |  |
| 04 | 30 | Heating, Ventilation and Air Conditioning (HVAC) | LoD |  |  |
| 04 | 30 | 10 | Facility Fuel Systems | LoD |  |  |
| 04 | 30 | 20 | Heating Systems | LoD |  |  |
| 04 | 30 | 30 | Cooling Systems | LoD |  |  |
| 04 | 30 | 50 | Facility HVAC Distribution Systems | LoD |  |  |
| 04 | 30 | 60 | Ventilation | LoD |  |  |
| 04 | 30 | 70 | Special Purpose HVAC Systems | LoD |  |  |
| 04 | 40 | Fire Protection | LoD |  |  |
| 04 | 40 | 10 | Fire Suppression | LoD |  |  |
| 04 | 40 | 30 | Fire Protection Specialties | LoD |  |  |
| 04 | 50 | Electrical | LoD |  |  |
| 04 | 50 | 10 | Facility Power Generation | LoD |  |  |
| 04 | 50 | 20 | Electrical Service and Distribution | LoD |  |  |
| 04 | 50 | 30 | General Purpose Electrical Power | LoD |  |  |
| 04 | 50 | 40 | Lighting | LoD |  |  |
| 04 | 50 | 50 | Miscellaneous Electrical Systems | LoD |  |  |
| 04 | 60 | Communications | LoD |  |  |
| 04 | 60 | 10 | Data Communications | LoD |  |  |
| 04 | 60 | 20 | Voice Communications | LoD |  |  |
| 04 | 60 | 30 | Audio-Video Communication | LoD |  |  |
| 04 | 60 | 60 | Distributed Communications and Monitoring | LoD |  |  |
| 04 | 60 | 90 | Communications Supplementary Components | LoD |  |  |
| 04 | 70 | Electronic Safety and Security | LoD |  |  |
| 04 | 70 | 10 | Access Control and Intrusion Detection | LoD |  |  |
| 04 | 70 | 30 | Electronic Surveillance | LoD |  |  |
| 04 | 70 | 50 | Detection and Alarm | LoD |  |  |
| 04 | 70 | 70 | Electronic Monitoring and Control | LoD |  |  |
| 04 | 70 | 90 | Electronic Safety and Security Supplementary Compoenents | LoD |  |  |
| 04 | 80 | Integrated Automation | LoD |  |  |
| 04 | 80 | 10 | Integrated Automation Facility Controls | LoD |  |  |
| 05 | EQUPMENT AND FURNISHINGS | LoD |  |  |
| 05 | 10 | Equipment | LoD |  |  |
| 05 | 10 | 10 | Vehicle and Pedestrian Equipment | LoD |  |  |
| 05 | 10 | 30 | Commercial Equipment | LoD |  |  |
| 05 | 10 | 40 | Institutional Equipment | LoD |  |  |
| 05 | 10 | 60 | Residential Equipment | LoD |  |  |
| 05 | 10 | 70 | Entertainment and Recreational Equipment | LoD |  |  |
| 05 | 10 | 90 | Other Equipment | LoD |  |  |
| 05 | 20 | Furnishings | LoD |  |  |
| 05 | 20 | 10 | Fixed Furnishings | LoD |  |  |
| 05 | 20 | 50 | Movable Furnishings | LoD |  |  |
| 06 | SPECIAL CONSTRUCATION AND DEMOLITION | LoD |  |  |
| 06 | 10 | Special Construction | LoD |  |  |
| 06 | 10 | 10 | Integrated Construction | LoD |  |  |
| 06 | 10 | 20 | Special Structures | LoD |  |  |
| 06 | 10 | 30 | Special Function Construction | LoD |  |  |
| 06 | 10 | 50 | Special Facility Components | LoD |  |  |
| 06 | 10 | 60 | Athletic and Recreational Special Construction | LoD |  |  |
| 06 | 10 | 80 | Special Instrumentation | LoD |  |  |
| 06 | 20 | Facility Remediation | LoD |  |  |
| 06 | 20 | 10 | Hazardous Materials Remediation | LoD |  |  |
| 06 | 30 | Demolition | LoD |  |  |
| 06 | 30 | 10 | Structure Demolition | LoD |  |  |
| 06 | 30 | 30 | Selective Demolition | LoD |  |  |
| 06 | 30 | 50 | Structure Moving | LoD |  |  |
| 07 | SITEWORK | LoD |  |  |
| 07 | 10 | Site Preparation | LoD |  |  |
| 07 | 10 | 10 | Site Clearing | LoD |  |  |
| 07 | 10 | 20 | Site Elements Demolition | LoD |  |  |
| 07 | 10 | 30 | Site Element Relocation | LoD |  |  |
| 07 | 10 | 50 | Site Remediation | LoD |  |  |
| 07 | 10 | 70 | Site Earthwork | LoD |  |  |
| 07 | 20 | Site Improvements | LoD |  |  |
| 07 | 20 | 10 | Roadways | LoD |  |  |
| 07 | 20 | 20 | Parking Lots | LoD |  |  |
| 07 | 20 | 30 | Pedestrian Plazas and Walkways | LoD |  |  |
| 07 | 20 | 40 | Airfields | LoD |  |  |
| 07 | 20 | 50 | Athletic, Recreational, and Playfield Areas | LoD |  |  |
| 07 | 20 | 60 | Site Development | LoD |  |  |
| 07 | 20 | 80 | Landscaping | LoD |  |  |
| 07 | 30 | Liquid and Gas Site Utilities | LoD |  |  |
| 07 | 30 | 10 | Water Utilities | LoD |  |  |
| 07 | 30 | 20 | Sanitary Sewerage Utilities | LoD |  |  |
| 07 | 30 | 30 | Storm Drainage Utilities | LoD |  |  |
| 07 | 30 | 50 | Site Energy Distribution | LoD |  |  |
| 07 | 30 | 60 | Site Fuel Distribution | LoD |  |  |
| 07 | 30 | 90 | Liquid and Gas Site Utilites Supplementary Components | LoD |  |  |
| 07 | 40 | Electrical Site Improvements | LoD |  |  |
| 07 | 40 | 10 | Site Electric Distribution Systems | LoD |  |  |
| 07 | 40 | 50 | Site Lighting | LoD |  |  |
| 07 | 50 | Site Communications | LoD |  |  |
| 07 | 50 | 10 | Site Communications Systems | LoD |  |  |
| 07 | 60 | Miscellaneous Site Construction | LoD |  |  |

# Infrastructure

(Determine organizational Infrastructure Needs for Each Use

## Software

(Summary of Organizational Software needed. Include a C for current software or an N for software that needs to be purchased)

|  |  |  |  |
| --- | --- | --- | --- |
| C/N | Software | Version | BIM Use(s) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Hardware

(Summary of Hardware needed. Include a C for current software or an N for software that needs to be purchased)

|  |  |  |  |
| --- | --- | --- | --- |
| C/N | Hardware | Specifications | BIM Use(s) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Physical Spaces

(Summary of the physical spaces within the organization)

|  |  |  |
| --- | --- | --- |
| C/N | Physical Space | BIM Use(s) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Personnel

(Summary of Personnel Concerns including roles/ responsibilities, Organizational structure, )

## Organizational Structure

Figure 2‑1: Organizational Hierarchal Structure

## BIM Roles and Responsibilities

(Create a list of Personnel Roles and define their responsibilities)

|  |  |  |
| --- | --- | --- |
| C/N | Role | Responsibilities |
|  | **BIM Champion** |  |
|  | **Discipline Lead** |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## Education and Training Program

(Summarize current program and Need for future program)

### BIM Education Program Summary

### BIM Training Program Summary

# BIM Use 1

(Description of the BIM Use)

## Organizational Goal and BIM Objective

(Include a summary of the Organizational Goals accomplished by the BIM Use)

(Include a summary of the Objective of the BIM Use

(Include a summary Current Maturity Level and Desired Maturity Level)

### Responsible Parties

(Document the members of the BIM Planning Team. )

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Role | Department | E-Mail | Phone |
|  | BIM Champion |  |  |  |
|  |  |  |  |  |
|  | Discipline Lead |  |  |  |
|  |  |  |  |  |

## Process

(Document how the process is preformed)

### Current Process

(Summary of organizational Process)



### BIM Process



### BIM Use Advancement Process



## BIM Use Information Needs

## Infrastructure

(Determine organizational Infrastructure Needs for Each Use

### BIM Use Software Needs

(Summary of Software needed for the BIM Use. Include a C for current software or an N for software that needs to be purchased)

|  |  |  |
| --- | --- | --- |
| C/N | Software | Version |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

### Hardware

(Summary of Hardware needed. Include a C for current software or an N for software that needs to be purchased)

|  |  |  |
| --- | --- | --- |
| C/N | Hardware | Specifications |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

### Physical Spaces

(Summary of the physical spaces needed for the BIM Use)

## Personnel

(Summary of Personnel Concerns including roles/ responsibilities, Organizational structure)

### BIM Roles and Responsibilities

(Create a list of Personnel Roles and define their responsibilities within the BIM Uses)

|  |  |  |
| --- | --- | --- |
| C/N | Role | Responsibilities |
|  | **BIM Champion** |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

### Education and Training Program

(Summarize the Education and Training Needs for the BIM Use

### Change Management

(Document Change Management Considerations and Strategies

# Attachments:

(Please create a comprehensive list of attachment)