Appendix A – Project BIM Execution Plan Checklist

What is it?

A BIM Execution Plan, also referred to as a BIMx Plan, is a comprehensive document which outlines the protocols and procedures that the design and construction team must follow to ensure successful utilization of BIM and VDC practices. The BIMx Plan must address workflows required to communicate between the various application platforms, incorporate the requirements of appropriate Airport end-users and address the capabilities and workflows required to integrate with other existing systems.

When is it needed?

The project BIMx Plan shall align with the specific project contract delivery method and the organization-wide use cases set forth in this document. The BIMx Plan shall be created by the project team before any modeling begins. If the project delivery method is Design Build, the BIMx Plan must encompass both design and construction procedures and be submitted to the Airport for review. If the project delivery method is a Design, Bid, Build, or CMGC, the design team and the builder can both submit separate BIMx Plans, but it is recommended that these teams collaborate around a single document. The builder must submit their BIMx Plan before distribution of subcontractor RFP. BIM Execution Plans created by project teams shall meet the requirements of this SFO BIM Guide so models and databases created by project teams meet SFO goals.

The Airport understands that this is a living document and will evolve throughout the project's life cycle, but it is vital to establish baseline requirements to which everyone must adhere. Any revisions made to the BIMx Plan must be submitted to the Airport for review and approval prior to distribution. The use of a change log is required for submission to the Airport for review. All BIMx Plan drafts will be collaboratively developed with the BIM Integration Team (BIT) using the template provided by the airport and submitted as a Microsoft Word document with the "Track Changes" feature enabled.