

Overview

This unit is about the application of Building Information Modelling to coordinate the logistics for work to existing occupied properties.

Performance criteria

You must be able to:

- P1 assemble and review relevant **project information** which was used in the preparation of the project plan
- P2 clarify any **project information** which is not clear and update it for production planning purposes
- P3 ask for and obtain **permission** to carry out the **work** from owners of sites who will be affected and from any authorities which have to be notified
- P4 contact people and organisations who will be affected by the **work**, provide them with clear and accurate information about the work and ask for their cooperation
- P5 negotiate with stakeholders where the **work** is perceived to be a barrier to the ongoing use of buildings and structures
- P6 identify any **special considerations affecting the work**, record them and review their implications with occupiers and decision makers
- P7 agree changed **work** procedures and practices to allow for **special considerations affecting the work**
- P8 identify access points for the site and **work** which are the most convenient for works traffic and which minimise disruption to occupiers
- P9 make arrangements for adequate site safety and security before **work** starts, and whilst working on the site
- P10 make arrangements for the acquisition and organisation of production **resources** to achieve efficient **work** flow and minimise disruption to occupiers
- P11 plan the **site work arrangements** and pass on information about the plans to the people who will be working on the site and occupiers
- P12 give adequate notice, as required in the contract, to all the people who will be affected about when the **work** will start, how long it will take and when it will finish, and confirm all the dates in writing
- P13 make arrangements for occupier care and providing information about **work** operations

Knowledge and understanding

You need to know and understand:

- K1 how to assemble relevant **project information** which was used in the preparation of the project plan (application)
- K2 how and why to review relevant **project information** which was used in the preparation of the project plan (analysis)
- K3 how to clarify any **project information** which is not clear and update it for production planning purposes (application)
- K4 how to ask for and obtain **permission** to carry out the **work** from owners of sites who will be affected and from any authorities which have to be notified (application)
- K5 how to contact people and organisations who will be affected by the work, provide them with clear and accurate information about the **work** and ask for their cooperation (application)
- K6 how and why to negotiate with stakeholders where the **work** is perceived to be a barrier to the on-going use of buildings and structures (synthesis)
- K7 what to identify as any **special considerations affecting the work** (understanding)
- K8 how to record any **special considerations affecting the work** (application)
- K9 how and why to review the implications of any **special considerations affecting the work** with occupiers and decision makers (analysis)
- K10 how and why to agree changed **work** procedures and practices to allow for **special considerations affecting the work** (evaluation)
- K11 what to identify as access points for the site and **work** which are the most convenient for works traffic and which minimise disruption to occupiers (understanding)
- K12 how to make arrangements for adequate site safety and security before **work** starts, and whilst working on the site (application)
- K13 how to make arrangements for the acquisition and organisation of production **resources** to achieve efficient **work** flow and minimise disruption to occupiers (application)
- K14 how and why to plan the **site work arrangements** (synthesis)
- K15 how to pass on information about the plans to the people who will be working on the site and occupiers (application)
- K16 how to give adequate notice, as required in the contract, to all the people who will be affected about when the **work** will start, how long it will take and when it will finish, and confirm all the dates in writing (application)
- K17 how to make arrangements for occupier care and provide information about **work** operations (application)

Scope/range

- 1 Project information:
 - 1.1 conditions of contract
 - 1.2 bills of quantities
 - 1.3 specifications
 - 1.4 information (digital models, documents, drawings, graphical and non-graphical electronic data files)
 - 1.5 health and safety plans
 - 1.6 timescales
 - 1.7 contractual risks, obligations and scope of works
 - 1.8 contractor
 - 1.9 contractors pre-planning information
 - 1.10 method statements
 - 1.11 programmes
- 2 Permissions:
 - 2.1 client
 - 2.2 site owners and occupiers
 - 2.3 adjoining owners and occupiers
 - 2.4 notifiable authorities
 - 2.5 facility/asset managers
- 3 Work:
 - 3.1 infrastructure
 - 3.2 demolition
 - 3.3 extension
 - 3.4 alteration
 - 3.5 refurbishment
 - 3.6 conservation
 - 3.7 retrofit
 - 3.8 temporary works
 - 3.9 installation
- 4 Special considerations affecting the work:
 - 4.1 occupier access and on-going use
 - 4.2 near neighbours
 - 4.3 public access

Scope/range

- 4.4 site conditions
- 4.5 environmental considerations
- 4.6 vehicular access
- 4.7 health, safety and welfare
- 4.8 parts of the existing property requiring protection
- 4.9 security/trespass
- 4.10 'live' conditions
- 5 Resources:
 - 5.1 people
 - 5.2 plant and equipment
 - 5.3 materials and components
 - 5.4 contractors
 - 5.5 sub-contractors
 - 5.6 information
 - 5.7 work area and facilities
 - 5.8 storage
- 6 Site work arrangements:
 - 6.1 storage
 - 6.2 temporary accommodation
 - 6.3 work areas
 - 6.4 material use planning and work flow
 - 6.5 co-ordination of sub-contractors
 - 6.6 plant
 - 6.7 temporary services
 - 6.8 access/egress
 - 6.9 security
 - 6.10 continuing use by occupiers
 - 6.11 waste management
 - 6.12 pollution control
 - 6.13 provision for pre-fabricated components and systems

COSBIMD23.3

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Relevant occupations Managers in construction; civil engineers; architects; quantity surveyors; building and civil engineering technicians; architectural technologists and town planning technicians; draughtspersons; graphic designers; property, housing and land; town planners managers; chartered surveyors (not quantity surveyors) managers; estimators, valuers and assessors managers

Suite Building Information Modelling

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