BIM evaluation and response – template

Suppliers should use the BIM evaluation and response document to respond to a project BIM brief in the Request For Proposal (RFP) phase.

The BIM evaluation response is prepared by supplier(s) to demonstrate their proposed approach, along with their capability, capacity, and competence to meet the client’s goals in the project BIM brief.

The intent of the BIM evaluation and response document is to provide a consistent framework for the BIM component in an RFP.

Following the engagement of the supplier(s) the project BIM brief and BIM evaluation and response document form the basis of the project BIM execution plan.

This BIM evaluation and response document has been developed with reference to [the New Zealand BIM handbook.](https://www.biminnz.co.nz/nz-bim-handbook#v3-bim-handbook-nz)

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| PREPARED BY: | COMPANY: | DATE: |
| Name | Name | 1/1/2019 |

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| Revision Record | | | |
| REVISION: | DATE: | REVIEWER: | COMMENTS: |
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| BIM uses – proposed  Review BIM goals and BIM uses in the attached project BIM brief. Respond to each by outlining your company’s past experience for each BIM use, including how you intend to execute, collaborate, and deliver. |
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| BIM uses – additional  The project team or individual companies may agree additional BIM uses that will benefit them or the client. Use the table in this document to record this information for each additional BIM use. Identify responsible parties, including technology requirements, software, and versions. |
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| Client-specific requirements  Review client-specific requirements in the project BIM brief, and explain how you will address or comply with them. |
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| Key people – project related  List the proposed key people working on the project, including roles and responsibilities, and how they will be involved with BIM on this project. |
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| Key people – company wide  List all of the key BIM people within your company, including roles and responsibilities. |
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| BIM experience – company wide  List three recent BIM projects your company was engaged to deliver within the past 18 months. Provide project names, value, and the key client contact for each one. Specify BIM uses each project involved and outline how you coordinated and collaborated with other parties for each use. State your role and responsibilities. |
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| Information management  Identify responsible parties and design authoring software/BIM technologies (including version) to be used for each associated BIM use. Specify collaboration file format the team intends to use to exchange models. |
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| Collaboration strategy  Outline your proposed strategy for BIM coordination, including meetings and other communication methods, as well as document management and transfer processes, and the record storage system you will use. |
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| Common data environment  Provide details of how you plan to interact with the wider project team using a project Common Data Environment (CDE), if prescribed in the project BIM brief. State if you intend to use a company CDE for work in progress data management. |
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| General questions | |
| GENERAL QUESTIONS: | RESPONSE |
| Are you prepared to issue your native CAD/BIM format files? |  |
| If you are not prepared to issue native CAD/BIM format flies, why/why not? |  |
| Do you use any BIM guidelines? If yes, which ones? |  |
| Do you understand and agree to the model element authoring (MEA) schedule responsibilities and the Level Of Development (LOD) required at each of the project delivery stages? |  |
| Please list any exclusions with regard to BIM  on this project |  |

The New Zealand BIM handbook

This document is one of a suite of documents forming the New Zealand BIM handbook.   
You can download or view the remaining documents here:

[**http://www.biminnz.co.nz/nz-bim-handbook**](http://www.biminnz.co.nz/nz-bim-handbook)