

## **CITYAXIS BIM POLICY**

### **Scope**

This document sets out the Building Information Modelling (BIM) policy of CityAxis. It covers activities undertaken by the company and will be reviewed for continued suitability annually and it will be ensured that changes are adopted by all staff.

### **Policy Statement**

CityAxis is committed to the implementation of BIM and fully supports its collaborative working to achieve effective and efficiently designed, constructed, and managed projects.

We will work with clients and the wider project team to achieve the benefits of an integrated BIM System. We will comply with best practice and client policies and standards.

### **Purpose**

All UK Government departments and agencies are required to phase-in adoption of fully compatible 3D level 2 BIM on all projects by 2016.

Application of this policy will enable us to assist clients to whom this is relevant, as well as others who wish to take advantage of the collaborative benefits.

BIM is relevant to the appraisal, design, construction and asset management parts of our business and is an integrated process that enables projects to be designed, constructed and maintained more efficiently and effectively than projects that do not employ this process. At its core, it is a single information source accessible by all parties involved in the delivery process.

The common data environment allows early accurate and efficient sharing of information between team members working on a collaborative project. The process ensures that information is only generated once and then re-used as necessary, thereby avoiding duplication of effort and cost whilst ensuring quality standardisation.

### **Responsibilities**

The Directors of CityAxis are responsible for reviewing and approving the content and implementation of this policy. Operating Company Directors are responsible for taking measures to help their staff act in compliance with this policy and remain at the forefront of developments in BIM usage.

CityAxis' BIM Implementation Manager and BIM Champion(s) are responsible for revising and implementing our BIM Strategy, including our BIM Implementation Plan and Document Naming Convention (Standards).

The Senior Management Team are required to check that their staff are aware of this policy.

All staff are required to comply with the policy requirements and share responsibility for our performance in implementing it.

### **Implementation**

Our plans to have BIM Level 2 capability in our design office will be documented in the CityAxis BIM Implementation Plan, currently being

produced in consultation with our partners, consultants, and sub-contractors. This Implementation Plan will be taken forward by our BIM Manager and BIM Champion(s).

CityAxis will follow the practices which will be documented in our Document Naming Convention (CityAxis BIM standards) when working on BIM projects and will use a file structure that is compliant with the Construction Industry Council work stages. Documents such as our BIM Execution Plan will be made available to clients prior to any works to ensure that our processes are compatible and appropriate.

Project information such as drawings and schedules will be issued in accordance with the project-specific requirements of the Common Data Environment.

We will provide appropriate software and training to enable our staff to work efficiently and effectively in a BIM environment.

We will comply with the requirements of each guidance document required to achieve BIM maturity level 2 (PAS 1 1 92, etc) as required for each project.

Signed:  \_\_\_\_\_

Date: 6<sup>th</sup> January 2021

Position: Managing Director

Review: January 2022