MINIMUM BIM AND INFORMATION REQUIREMENTS

Little Seeds Crèche Extension and Masterplan

Project Code 26013 | Tender Issue | November 2026

1. Purpose and Status

This document states the minimum BIM and information-management requirements for the Architect-Led Integrated Design Team. It shall be read with FTS9, COE1 Schedules A and B, the Project Information Memorandum and Project Execution Plan, Scope of Services, Minimum Deliverables Schedule and Fee and Resource Schedule.

Item	Requirement
Contracting Authority	Limerick City and County Council
Lead Consultant	Architect
BIM and information-management function	Provided by the Lead Consultant and included in the tendered fee
Project stage commencement	CWMF Stage (i), anticipated on or after 1 January 2027
Estimated Phase 1 works value	Approximately €2 million, subject to Stage (i) validation
Application	Architect-led IDT information delivery for the wider-site masterplan and Phase 1 from appointment to completion and handover

2. Applicable BIM and Information Requirements

A proportionate BIM and information-management process shall apply to Phase 1. The IDT shall prepare and coordinate architectural, civil and structural, and M&E models appropriate to the purpose and deliverables of each Stage.
The wider-site masterplan and future Youth Centre shall be represented at feasibility level to demonstrate layout, massing, access, infrastructure, relationship with Phase 1 and proposed phasing.

The IDT shall apply the following;

- Applicable CWMF BIM requirements;
- Applicable published editions of the ISO 19650 series and relevant Irish National Annexes;
- Industry Foundation Classes for open-model exchange where model exchange is required.

3. BIM and Information Management / Common Data Environment

The Lead Consultant shall provide and coordinate the BIM and information-management function through a suitably competent person identified in the Tender.

The BIM and Information Manager shall coordinate the preparation, review, exchange and issue of information by the IDT and maintain the information audit trail in accordance with the approved BIM Execution Plan.

The Lead Consultant shall provide and administer the project Common Data Environment. LCCC shall have access to the agreed published information but shall not be responsible for administering the CDE or coordinating the IDT models.

Each IDT member shall remain responsible for the accuracy, coordination, checking and issue of the models, drawings, schedules and other information relating to its own professional Services.

4. LCCC Access

- Browser access to published project information.
- Download access to agreed stage submissions and final records.
- Access to revision, status, issue and transmittal records.

- A concise issue report with each formal information exchange.

5. Post-Appointment Deliverables

Deliverable	Minimum content
Post-Appointment BIM Execution Plan	Roles, methods, software, CDE, reviews, exchanges and delivery controls.
Information Responsibility Matrix	Responsibility for models, documents, data, checking and approval.
Master Information Delivery Plan	Models, drawings, documents and data required at each exchange.
Project Information Standard	Naming, classification, status, revision, coordinates and formats.

The documents shall be submitted within the agreed period with LCCC at mobilisation, and before the first formal information exchange.

The documents may be combined within a coordinated BIM Execution and Delivery Plan where all required information remains clear. They shall be updated only where changes occur or an update is required for the relevant Stage.

6. Required Models and Information Uses

Information set	Minimum use
Architectural model	Spatial design, existing-building interface, statutory approvals, tender and record information for the crèche extension; wider-site masterplan layout and massing information only.
Civil and structural models	Site levels, access, drainage, utilities, SuDS, structural elements and major interfaces required for coordination, tender and record purposes.
M&E model	Major services, plant, distribution routes and coordinated service zones appropriate to the relevant project stage.
External-space information	Coordinated 2D information and proportionate 3D information where required for outdoor play areas, access, drainage, levels, construction coordination or record purposes. A separate landscape model is not required unless otherwise agreed.
Federated or coordinated review model	Interdisciplinary coordination, clash review and model review throughout the project lifecycle as appropriate to the project stage.
Record information	Verified final design and construction information required at handover.

Models and information shall be developed only to the level necessary to satisfy the purpose and deliverables of the relevant Stage.

The future Youth Centre and other future phases require only feasibility-level layout, massing, access, infrastructure and phasing information unless separately instructed.

7. Information Exchanges

The Lead Consultant shall coordinate the information exchanges required at each Stage in accordance with the approved BEP, MIDP and Minimum Deliverables Schedule.

Exchange	Minimum information
Mobilisation	Approved BIM Execution Plan, Information Responsibility Matrix, Master Information Delivery Plan and Project Information Standard.
Stage (i)	Site masterplan options, spatial design information, coordinated drawings and issue register.
Stage (ii)a	Coordinated preferred option models, drawings, schedules and issue register.

Exchange	Minimum information
Stage (ii)b	Planning/statutory approval models, drawings, schedules and supporting information as required.
Stage (ii)c	Detailed design and tender information including coordinated models, drawings, schedules and information requirements for construction procurement.
Stage (iii)	Tender clarifications, controlled revisions and accepted pre-contract information.
Stage (iv)	Reviewed contractor and specialist information, authorised design changes and progressive record information.
Stage (v)	Verified record information including final models (where applicable), drawings, schedules, O&M information and information index.

The detailed deliverables required at each Stage are identified in the Minimum Deliverables Schedule.

8. File Formats

The following minimum formats shall apply where relevant to the information purpose and Stage.

Information type	Proposed format
Published drawings and documents	Searchable PDF.
Structured schedules and registers	XLSX.
Open model exchange	Industry Foundation Classes.
Native models	Native authoring formats used by the appointed team where required.
Final record drawings	PDF and native drawing format; DWG where identified in the MIDP.
Reports and specifications	DOCX and PDF.
Images	PNG or JPG where required.

Project models shall be provided in native authoring format and IFC at the information exchanges identified in the MIDP and at handover. The applicable IFC schema and exchange settings shall be proposed by the BIM and Information Manager and agreed with LCCC through the post-appointment BIM Execution Plan.

DWG files shall be provided only where identified in the MIDP as necessary for coordination, statutory approvals, tender, construction or future-use purposes.

9. Information Control

- Use one agreed project coordinate system and datum.
- Apply the approved file-naming, classification, status and revision convention.
- Check task-team information before it is shared.
- Complete interdisciplinary coordination appropriate to the relevant project stage before each formal exchange.
- Record material coordination and information issues, together with the issue owner, status and target resolution date.
- Issue only checked and approved information to LCCC.

LCCC review confirms receipt and suitability for the stated project decision. It does not transfer design, checking or coordination responsibility from the Consultant or information author.

Intellectual property

Intellectual property rights in the models, documents and other information produced under the Services, together with LCCC's rights to use that information, shall be governed by Clause 13 of COE1 and the relevant licence provisions of Schedule A.

10. Handover Information

- Verified final record models, where modelled.
- Final drawings, schedules and information index.
- O&M and user information.
- Statutory and ancillary certificates, test and commissioning records.
- Safety File information.
- Native, IFC and published-format information archives, together with any DWG files identified in the MIDP.

A separate asset-information dataset is not required unless LCCC confirms the asset fields, intended use and receiving system before the relevant information is produced.

The final digital archive shall be transferred to an LCCC-nominated storage location. The BIM and Information Manager shall agree the transfer method, folder structure and information index with LCCC before Stage (v) handover.