



Submission Guide

OPENBIM AWARDS PROGRAM

buildingSMART International
2019 | V1.0

bSI openBIM Awards 2019: Submission Guide

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OBJECTIVE

The buildingSMART International Awards Program honours exemplary demonstrations of openBIM best practice or innovation within project delivery and lifecycle asset management in the AECOO¹ industry.

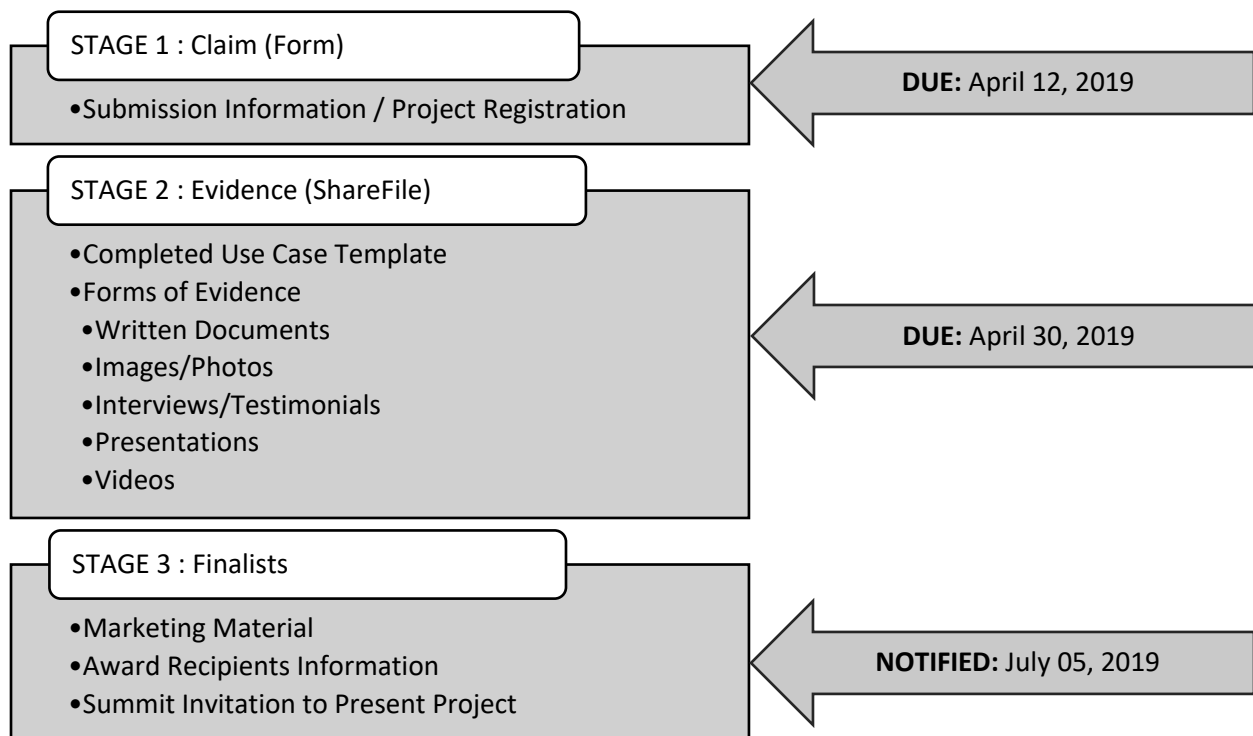
AWARD CATEGORIES

There are five (5) awards divided into two (2) main categories: Industry Projects & Research Projects.

INDUSTRY PROJECT			RESEARCH PROJECT	
1	2	3	4	5
DESIGN	CONSTRUCTION	OPERATIONS & MAINTENANCE	STUDENT	PROFESSIONAL*
Using openBIM Technology				

*Professional = academia, institutional or industry researchers

PROCESS & TIMELINE



Applicants for industry projects can apply for more than one award. Note that all industry projects (those covering one or more project phases – design, construction, O&M) are begun with the same form. Applicants will have the ability to check boxes for which award(s) they are applying for.

¹ Architecture/Engineering/Construction/Owner/Operator



To complete a submission, applicants must complete the Stage One registration form and the Stage Two evidence upload. It is critical to show evidence of any claims being made. If the jury cannot validate that the claim(s) are supported by evidence of accomplishment, the jury cannot accept the claim(s).

SHAREFILE

Once the form is received, a ShareFile folder will be shared with the applicant on the submission form. The ShareFile location is where the applicant is expected to upload files that act as evidence of the claim(s) being made to win the award.

ShareFile is a web-based file-share platform used by buildingSMART International and does not incur any cost to the applicant for its use.

MODEL FILES

It is not expected for applicants to submit model files. Screenshots, video screen captures and other forms of documentation are highly encouraged that show software workflows and model or data content.

USE CASES

We continue to want to see documentation of any BIM Use Case deployed on the project. An excel template is available within the Stage Two folder for completion. Specifically, it is useful to see documentation on any use case that includes openBIM in its delivery.

SOFTWARE ECOSYSTEM

We want all software used on the project to be identified. Submitters may choose to create a graphic or process maps that demonstrate the software used, by which stakeholder, which IT infrastructure, in which project phase or information exchange or BIM use.

WHAT'S NEW IN 2019

- ⊕ New category added: Professional Research
 - This category is for academic, industry or government professionals that have engaged in a research project that includes openBIM testing, development or conceptual theories
 - The addition of this category compliments the existing Student Research award category
- ⊕ 3 Finalists will be determined for each award category
 - The jury will decide on 3 finalists per category
 - Finalists will be asked to produce a large-format, high-quality graphics poster to display during the summit that displays the submission to the attendees
 - Finalists will be invited to present their project at the bSI Fall Summit
 - An expert panel will determine the winner of the award after viewing the presentations
- ⊕ Schedule changes: Judging to be completed before the summer begins
 - It is important that all work is completed prior to summer vacation
 - Finalists need to be notified well in advance to accommodate travel planning to the Summit



RESUBMISSION OF 2018 PROJECTS

buildingSMART encourages the resubmission of projects to the awards program. In some cases, the past submission may not have fully demonstrated the accomplishments, or the project may have further advanced since the time of the last submission. PLEASE NOTE that previous winning projects are not eligible to resubmit.

JURY PROCESS

buildingSMART is committed to a fair and transparent judging process. The Jury is selected on a volunteer basis from each of the buildingSMART chapters around the world. Each jury member attests to not being involved with any submission nor any of the projects being submitted. The jury is given the tools and background knowledge to be able to complete the judging activities fairly and consistently across all submissions. The jury will determine three (3) finalists for all five (5) awards.

FINALISTS

All finalists will receive a direct invitation to attend the summit to present their projects and will be expected to attend the gala dinner and ceremony where the winners will be announced (student category is optional). The finalist presentations will be judged by a 3-person expert panel to determine the winners, which will be announced during the Gala Awards Ceremony.

GALA CEREMONY

The Gala Ceremony is the event where the buildingSMART openBIM Awards are announced. It occurs during the fall Standards Summit. It is a gala dinner for summit participants with the awards ceremony happening as the capstone entertainment and celebration. All submitters are invited to attend, regardless of final standing in the awards.

FREQUENTLY ASKED QUESTIONS

Submitters are encouraged to review the FAQ section of the website: [LINK HERE]

PAST WINNERS

Submitters are encouraged to review the past winners' section of the website: [LINK HERE]

CONTACT

Submitters may contact awards@buildingsmart.org with questions at any time.

TECHNICAL SUPPORT

Should the applicant experience any technical challenges with the form submission or ShareFile document upload, they can contact websupport@buildingsmart.org at any time.





Appendix A: Message to Applicants

Thank you for your interest in submitting a project to the buildingSMART International (bSI) openBIM Awards. buildingSMART created the Award program to recognize exemplary projects that have used buildingSMART solutions to effectively overcome interoperability challenges. The first awards were presented in Toronto in October 2014.

“It’s an opportunity for companies to showcase their application of buildingSMART open standard solutions to current challenges of interoperability faced during collaborative project delivery or asset operations”.

Richard Petrie, Chief Executive

To ensure your project has the greatest chance of winning an award, read carefully as we provide you with instructions and information about the submittal process. It is important to follow these instructions to present your submission in the clearest way possible to the jury.

The submissions will be judged on how well the evidence demonstrates the use of openBIM on the project, with highest ratings going to projects showcasing the use of bSI Standards, Tools, and Services. The submitters are encouraged to give evidence of non-openBIM use cases for additional credit.

From experience, we have found the competition to be very intense. buildingSMART ensures a fair competition by combining rigor and transparency in the submittal process, enabling the jurors to give all parties equal consideration. To this end, the evidence given must follow the instructions below and contain information that directly supports the submission and its use cases.

We recognize the time required to prepare a proper award submission, and our aim is to make the process as easy as possible. Concurrently, we respect the jury members’ time to thoroughly review each submission in a consistent method to make their best assessment. The more succinct and organized the evidence is in supporting the project use cases, the better the process is for everyone.

BEWARE: Copious, non-relevant, or insufficient information will be viewed as detrimental. The jury has a limited amount of time to review submissions. Ensure important information is explicit and not buried in large amounts of text.

IMPORTANT REMINDER: All communications from buildingSMART International regarding your submission will be sent only to the contact person provided in your award application. If you need to add contacts, please send your request with their contact information to awards@buildingsmartinternational.org. We will confirm your request. If you do not receive a response, assume the material is still **only** going to the listed person.

Best of luck,
bSI Awards Management Team



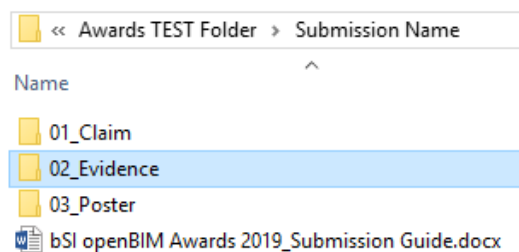
Appendix B: ShareFile Upload



ShareFile is a Citrix product that was chosen by buildingSMART for its ability to provide web-based, file-sharing access from most countries. If any applicant is experiencing access denial or access challenges from their location, please contact the technical support contact provided above.

When the Stage One web form is received and processed, the applicant will receive an invitation to join a ShareFile folder via the email address provided in the application. The applicant can expect a 48-hour turnaround from when they submit the web form and when they receive the ShareFile invite.

* It is important to check your spam folder, as these invites have been known to end up there. *

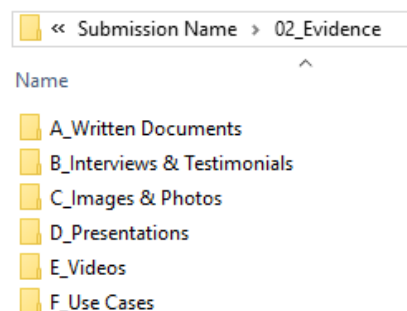


01_Claim

This folder stores your registration form application in PDF.

02_Evidence

These folders should be used to post the supporting evidence for use cases and their applications of openBIM workflows on the project. The jury will give the highest consideration to work demonstrating the use of IFC, IDM, BCF, mvdXML, bSDD, COBie, and LandXML, as well as openBIM standards under other organizations such as ISO. The submitters are encouraged to give evidence of their non-openBIM use cases for additional credit.



*Applicants are required to keep these subfolders as is but may add additional subfolders below following the same naming convention.

General Instructions Concerning Evidence

The more you can demonstrate by using acceptable forms of evidence, the better chance you'll have to achieve a higher score. Keep in mind that jury members will need to view and understand your submission; therefore, the evidence must be articulate and well presented (more is not necessarily better). We encourage you to submit enough evidence in support of your project, use of openBIM and implementation of use cases.

Please ensure all the evidence related to your project documentation is placed under the proper sub-folder title. File names should be somewhat descriptive and could even be numbered if you want them to be viewed in a specific sequence by the jury. Always ensure that specific use case evidence is identified with a sub-folder name.

Acceptable types of evidence are listed below. Please only provide material that supports and/or demonstrates BIM Use Case, specifically for bSI Standards, Tools and Services.

IT IS HIGHLY RECOMMENDED TO SUBMIT DETAILS ON COST, TIME OR RESOURCE SAVINGS EXPERIENCED. What pain points have been reduced or eliminated? What interoperability issues have been overcome? What competitive advantage has been gained? We also encourage documentation on lessons learned in using openBIM; doesn't only have to be success stories.

Files associated with use cases should be named "UseCase" plus the abbreviated use case name. Should more than one file be included, number them sequentially. For example, "UseCase-TCO" or "UseCase-SA-01".

REMINDER:

- Please do **not submit** any IFC or other model files.
- No file sizes larger **500Mb**.
If larger than the limit, please contact technical support.



Written Documents

REQUIRED

Written document describing the project and use case workflows, outcomes, benefits, and challenges:

- Include the software applications used on the project, specifically ones used for the openBIM use case(s).
- Additional support material may be provided, such as previously published Case Study, Published articles.



Interviews & Testimonials

REQUIRED

Provide a maximum of five statements from interviews with project participants about why and how openBIM, specifically bSI Standards, Tools and Services were utilized on the project. Statements should include name, position, role, and organization of project participants. Specific

quotes or testimonials are considered as statements and are strongly recommended as evidence. Please limit statements to no more than 1000 characters. Up to two previously published statements may be used.

REQUIRED

Provide at least two of the following forms of evidence (Images & Photos, Presentations, Videos):



 Images & Photos


-Images must illustrate use case workflows implemented on the project:

- Example: workflow screenshots, process flow charts
- Overall project images are also beneficial

-Please identify the purpose of each image, such as “General view from North.”

-IMPORTANT: Images must be of decent quality (readable 300 dpi). JPEG, SVG or PNG files preferred.



 Presentations

- Presentation slides with screenshots demonstrating workflows with detailed descriptions



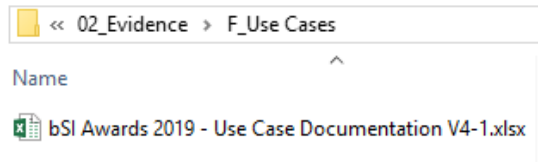
 Videos

- Short (up to 2-minute) videos demonstrating the implementation of the use case.
- MP4 format preferred



Appendix C: Use Case Template

Use the *BIM Use Case Documentation* to capture which BIM Uses were covered during the project. The spreadsheet template is a multi-page (tabbed) Microsoft Excel file that allows you to provide evidence of your claimed usage of the various BIM Use Cases in your award submission.



Copy and complete one tab for each Use Case being submitted, using the naming convention established in the "BIM Use Case List" tab. Should a use not be listed, please indicate this is a new one not on the template list.

Project title as submitted

Please place an "X" in the box that applies. Please refer to the *BIM Use Case List* tab and "Phase Lineage" for a description of how these phases were chosen.

Select from drop-down list the award category for which you are submitting. You may identify use cases outside your award category if you are supporting them in your project.

Please list the types of supporting evidence (images, presentation slides, videos) to be provided for demonstrating the implementation of this use case.

buildingSMART [®] International home of openBIM		V4-1(2018-06-03)																							
BIM Use Case Documentation		Name:																							
		Email:																							
Project:																									
Use Case:	Select from list																								
Phase:	<table border="1"> <tr><td>Design:</td><td><input type="checkbox"/></td></tr> <tr><td>Procure:</td><td><input type="checkbox"/></td></tr> <tr><td>Assemble:</td><td><input type="checkbox"/></td></tr> <tr><td>Operate:</td><td><input type="checkbox"/></td></tr> </table>	Design:	<input type="checkbox"/>	Procure:	<input type="checkbox"/>	Assemble:	<input type="checkbox"/>	Operate:	<input type="checkbox"/>	Standards Tools and Services Used:	<table border="1"> <tr><td>IFC:</td><td><input type="checkbox"/></td></tr> <tr><td>IDM:</td><td><input type="checkbox"/></td></tr> <tr><td>BCF:</td><td><input type="checkbox"/></td></tr> <tr><td>mvdXML:</td><td><input type="checkbox"/></td></tr> <tr><td>bSDD:</td><td><input type="checkbox"/></td></tr> <tr><td>COBie:</td><td><input type="checkbox"/></td></tr> <tr><td>LandXML:</td><td><input type="checkbox"/></td></tr> </table>	IFC:	<input type="checkbox"/>	IDM:	<input type="checkbox"/>	BCF:	<input type="checkbox"/>	mvdXML:	<input type="checkbox"/>	bSDD:	<input type="checkbox"/>	COBie:	<input type="checkbox"/>	LandXML:	<input type="checkbox"/>
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Award Category:	Select from list																								
Describe how you applied this BIM Use Case on the project.																									
A simple statement as to the benefit derived from implementing this BIM Use Case.																									
Metrics of Benefit:																									
Additional Comments:																									
List types of Evidence:																									
Graphics identifying how the use case was implemented shall be included as identified in the Instruction tab.																									

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BIM Use Case Documentation		Name:	<input type="text"/>																								
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COBie:	<input type="text"/>																										
LandXML:	<input type="text"/>																										
Other:	<input type="text"/>																										
Award Category:	Select from list																										
Description of Use:	Describe Other:																										
<input type="text"/>																											
Statement of Benefit:	<input type="text"/>																										
Metrics of Benefit:	<input type="text"/>																										
Additional Comments:	<input type="text"/>																										
List types of Evidence:	<input type="text"/>																										
Graphics identifying how the use case was implemented shall be included as identified in the Instruction tab.																											
Instructions		Phase Lineage																									
BIM Use Case List		Use Case Documentation																									

Please enter your name and email address so that we can reach you should we have questions.

Please select one use case from the drop-down list. Please refer to the *BIM Use Case List* tab for use case descriptions

Use Case:

Phase: Existing Conditions Modeling (ECM)
Site Utilization Planning (SUP)
Site Analysis (SA)
Architectural Programming (API)
Visualization (VIZ)
Simulation (SIM)
Spatial Analysis (SPA)

Enter "X" for all standards, tools and services that you used on your project (see Awards web page for descriptions and links). If none were used, select None.

Please enter any value derived from this BIM Use Case such as time saved over manual method, or cost savings

If you have more comments such as how you see this application maturing, please provide those comments. Please keep your comments to the space provided.



Appendix D: Submission Checklist

REQUIRED

- Single Point of Contact for submission
 - Email address
- Evidence in the form of:
 - Written Documents
 - Images & Photos
 - Interviews & Testimonials
 - Presentations
 - Videos
 - Use Cases
- Use Case template completed for all BIM Uses (high level)
- Detailed documentation for openBIM specifics
- Submission completed and evidence uploaded on or before the deadline

NOT-REQUIRED

- Model files

ATTESTATION

- ✓ I have ensured the submission contact information is correct.
- ✓ I understand the scope and limitations to what content should be uploaded.
- ✓ I have populated all content in ShareFile.
- ✓ I know what to expect after the submission deadline.

NEXT STEPS

Once the submission deadline date has passed, the ShareFile folder you have been uploading to will no longer be available to you. Access is then granted to the jury to review the content. Judging is scheduled to be completed by June 30th.

All applicants will be notified of the finalists as soon as the results are ready. All applicants are invited to attend the bSI International Summit. Award Finalists are invited to present their submission at the summit in front of a three-person expert panel. The expert panels will determine the winners. The Awards are then presented at the Gala Dinner during the summit, where the winners will be unveiled.

In addition to the Summit, qualified submitters may receive a separate invitation to use their submission as a Case Study to be published on the bSI website even if they have not won an award or been identified as a finalist.

IMPORTANT

You must opt-in to the buildingSMART mailing list to receive all bSI news and regular communications:

<https://mailchi.mp/56c7ea4b1b66/buildingsmart-opt-in-for-email-news>

