

## **ISSUE VERSION V 1.2**

### **Government Soft Landings**

Government Soft Landings (GSL) plays an important role in enabling a smooth transition from construction to operation. It also helps to assure the performance of an asset and inform future project performance setting.

This activity tracker is based on the BIM UK Framework guidance on applying GSL on public sector projects in line with BS8536 parts 1 and 2. It has been prepared with the role of client designer and the procurement of contractors to deliver the new prison programme. To reflect the changing responsibilities during the project, GSL Stage 3 has been split to reflect the Consultant role for prison one and the subsequent role for Prisons 2 to 4.

GSL - Comment overview

R = responsible, A = accountable, C = consulted, I= Informed

GSL Design and Construct Stage The key output at this stage is a design and a constructed facility that meets the end-users' needs.		Moj (GSL Champion)	Mace (CR)	Mace (TA to RIBA Stage 4b)	Consultant (Designer)	Consultant (TA from RIBA Stage 4b)	Operators	Contractor	Consultant Commentary	RAG for this GSL Stage?	Relevant documents:
4.5.1	Evidence that operational targets, statutory regulations and user needs can be delivered by modelling and testing the developed and	C	A	I	R	N/A	C	I			
4.5.2	Review the developed design and construction specifications to ensure that end-user needs, and targets can be achieved.	C	A	I	R	N/A	I	I			
5.4.3	Review all construction and installation details and highlight any that will have a negative impact upon the actual performance relative to the required performance.	I	A	I	R	N/A	I	C			
5.4.4	Confirm any unavoidable changes in design that might give rise to a change in the performance of the asset/facility.	I	A	I	R	N/A	I	C			
5.4.5	Update the commissioning specification if appropriate.	I	A	I	R	N/A	I	C			
5.4.6	Update the risk and opportunity register.	I	A	I	R	N/A	I	C			
5.4.7	Prepare forecasts of final capital and operational costs.	A	R	I	C	N/A	C	I	WTP as Costs Consultants will lead on this.		
5.4.8	Update the information models as required in light of further design and operational information and data.	I	A	I	R	N/A	I	C			
5.4.9	Create early building readiness and commissioning plans, including a schedule of precommissioning activities.	C	A	N/A	I	I	C	R			
5.4.10	Update the handover plan to include training requirements for the operator, operations team or facility manager, as appropriate, and end-	C	A	N/A	I	I	C	R			
5.4.11	Prepare a detailed move-in plan for people and equipment if appropriate.	R	A	N/A	I	I	C	C			
5.4.12	Continue ongoing end-user and engagement, including project walkabouts.	C	A	N/A	I	I	C	R			
5.4.13	Identify any skills that end-users and other key stakeholders need to have acquired before attending commissioning demonstrations.	R	A	N/A	I	I	C	C			
5.4.14	Implement information exchanges at key project gateways to check if performance targets are forecast to be achieved.	I	A	N/A	R	I	I	C			
5.4.15	Trial transfer of information containers from the project information model to the asset information model systems such as the asset registry or CAFM solutions.	I	A	N/A	R	I	I	R	Responsibility is with the Consultant until a Contractor is appointed.		

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GSL Design and Construct Stage GSL Stage 3 covers RIBA Stages 3 through to 5. The key output at this stage is a design and a constructed facility that meets the end-users' needs.		Moj (GSL Champion)	Mace (CR)	Mace (TA to RIBA Stage 3)	Consultant (Design)	Consultant (TA from RIBA Stage 3)	Operators	Contractor	Consultant Commentary	RAG for this GSL Stage?	Relevant documents:
4.5.1	Evidence that operational targets, statutory regulations and user needs can be delivered by modelling and testing the developed and	C	A	I	R	N/A	C	I			
4.5.2	Review the developed design and construction specifications to ensure that end-user needs, and targets can be achieved.	C	A	I	R	N/A	I	I			
5.4.3	Review all construction and installation details and highlight any that will have a negative impact upon the actual performance relative to the required performance.	I	A	I	R	N/A	I	C			
5.4.4	Confirm any unavoidable changes in design that might give rise to a change in the performance of the asset/facility.	I	A	I	R	N/A	I	C			
5.4.5	Update the commissioning specification if appropriate.	I	A	I	R	N/A	I	C			
5.4.6	Update the risk and opportunity register.	I	A	I	R	N/A	I	C			
5.4.7	Prepare forecasts of final capital and operational costs.	A	R	I	C	N/A	C	I	WTP as Costs Consultants will lead on this.		
5.4.8	Update the information models as required in light of further design and operational information and data.	I	A	I	R	N/A	I	C			
5.4.9	Create early building readiness and commissioning plans, including a schedule of precommissioning activities.	C	A	N/A	I	I	C	R			
5.4.10	Update the handover plan to include training requirements for the operator, operations team or facility manager, as appropriate, and end-	C	A	N/A	I	I	C	R			
5.4.11	Prepare a detailed move-in plan for people and equipment if appropriate.	R	A	N/A	I	I	C	C			
5.4.12	Continue ongoing end-user and engagement, including project walkabouts.	C	A	N/A	I	I	C	R			
5.4.13	Identify any skills that end-users and other key stakeholders need to have acquired before attending commissioning demonstrations.	R	A	N/A	I	I	C	C			
5.4.14	Implement information exchanges at key project gateways to check if performance targets are forecast to be achieved.	I	A	N/A	R	I	I	C			
5.4.15	Trial transfer of information containers from the project information model to the asset information model systems such as the asset registry or CAFM solutions.	I	A	N/A	R	I	I	R	Responsibility is with the Consultant until a Contractor is appointed.		

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GSL Stage 4 - Pre-Handover Stage The constructor will ensure that all project information models, end user training and familiarisation have taken place and that all commissioning is completed, logged and agreed with the client and operator.		MoJ (GSL Champion)	Mace Delivery Team	Consultant	Contractor	Operators	Contractor Commentary	Closed for this GSL Stage?	Relevant documents:
5.5.1	As-built project information model delivered to client.	I	A	I	R	C			
5.5.2	Information transferred from the project information model to client facility management systems.	I	A	I	R	C			
5.5.3	End-user orientation and training undertaken. Facilities management familiarization with key operating systems such as the BMS.	I	A	I	R	C			
5.5.4	Building log book in place.	I	A	I	R	C			
5.5.5	All commissioning logged and reviewed against targets.	I	A	I	R	C			
5.5.6	Initial and extended aftercare plans in place and team mobilised.	A	C	I	I	R			
5.5.7	Take receipt of digitised operation and maintenance manual.	I	C	I	A	R			

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GSL Stage 5 - In use and Operational Phase		MOJ (GSL Champion)	Mace Delivery Team	Consultant	Contractor	Operators	Operator Commentary	Closed for this GSL Stage?	Relevant documents:
5.6.1	Undertake aftercare walkabouts and review meetings/workshops instigated with aftercare and facilities management teams to determine any initial issues with end-users. Maintain records.	A	I	I	C	R			
5.6.2	Monitor systems to establish actual performance versus theoretical targets. Fine tune engineering systems as required. Record and feedback fine tuning details.	A	I	I	C	R			
5.6.3	Project end review - capture lessons learned, undertake scheme benefits review	I	A	C	R	C			
5.6.4	Undertake seasonal commissioning.	A	I	I	R	C			
5.6.5	Update the asset information model.	A	I	I	C	R			
5.6.7	Undertake and report on POE surveys.	A	I	I	C	R			
5.6.8	Update building log book.	A	I	I	C	R			
5.6.9	Complete a scheme benefits review.	A	R	C	I	C			