

BIMPHASE SOLUTIONS



BIM Coordination QA Checklist

A concise gate-check for discipline models, federated coordination, issue management, and approved delivery packages.

2026 EDITION

PRACTICAL RESOURCE

From Concept to As-Built Design

Discipline model readiness

Complete internal discipline checks before sharing a model for federation. This prevents avoidable issues from consuming coordination time.

Geometry and location

- Project base point, survey point, coordinates, levels, and grids are correct.
- No unintended model displacement, duplicate geometry, or far-away objects.
- Openings, shafts, risers, access zones, and maintenance clearances are represented.

Model health

- Warnings and imported content have been reviewed and reduced.
- Links are current, correctly positioned, and use approved paths.
- Views, sheets, families, and temporary objects are cleaned before issue.

Information quality

- Required parameters are populated using agreed names, units, and formats.
- Classification, system, type, status, zone, and level data are consistent.

Federation and clash testing

Record every test so results can be reproduced. Test matrices should name the model sets, rule, tolerance, frequency, owner, and expected action.

Federation checks

- All expected discipline files and revisions are included.
- Model coordinates, units, orientation, levels, and extents align.
- The federation date and source file versions are recorded.

Clash rules

- Prioritise constructability, life safety, access, and major route conflicts.
- Separate hard clashes from clearance, tolerance, and workflow checks.
- Exclude approved conditions and document every exclusion rule.

Issue management and closure

A clash is not resolved until the changed models are republished, federated, and verified against the original acceptance condition.

Every issue should include

- Unique ID, concise title, viewpoint, location, and affected elements.
- Responsible organisation and individual, priority, due date, and status.
- Decision history, supporting comments, and closure evidence.

Meeting controls

- Review overdue and high-impact issues first.
- Record decisions, dependencies, design changes, and action owners.
- Do not close issues solely from screenshots or verbal confirmation.

Release gate

The coordinated package should be independently reviewed before it is marked suitable for its intended purpose.

Final gate

- Critical and high-priority issues meet the agreed closure threshold.
- Known residual issues are documented, accepted, and communicated.
- Model status, revision, suitability, and approval metadata are correct.
- Drawings, schedules, quantities, and model outputs are mutually consistent.
- Delivery files open successfully and the transmittal matches the package.