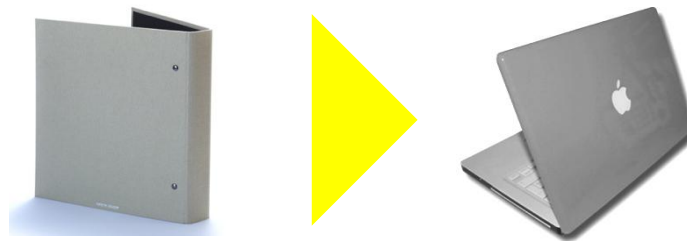


BRIEFBUILDER



Dr. Juriaan van Meel

ICOP Consultancy (NL)

DTU - Center for Facilities Management RealDania Research (DK)

Traditional briefing

BRIEFING DOCUMENTS

Fragmented requirements concerning spaces/architecture/
indoor climate/technology/facility management/etc ...



Traditional briefing

BRIEFING DOCUMENTS

Fragmented requirements concerning spaces/architecture/
indoor climate/energy/facility management/etc ...

Complete?

Consistent?

Unambiguous?

Fit for
contract?

Manageable?

Clear?



Traditional briefing

BRIEFING DOCUMENTS

Fragmented requirements concerning spaces/architecture/
indoor climate/energy/facility management/etc ...

Complete?

Consistent?

Unambiguous?

Fit for
contract

Manageable?

Clear?

Risks!?!

BriefBuilder

A POWERFUL BRIEFING MODEL

Helping clients to create briefs that are clear, consistent, complete,
and manageable in time



BRIEFBUILDER

1 MODEL

Instead of multiple, fragmented documents/files



Functional brief

"to improve project work,
more **project rooms** will be
provided ..."



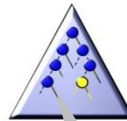
Technical brief

Climate **project rooms**
Temperature: 22 °C
Air velocity: 0,2 m/s
Humidity:



Room data sheets

Project rooms
Number: 30
Net Useable Area: ... sq.m.



project room

Net useable area:

.....

.....

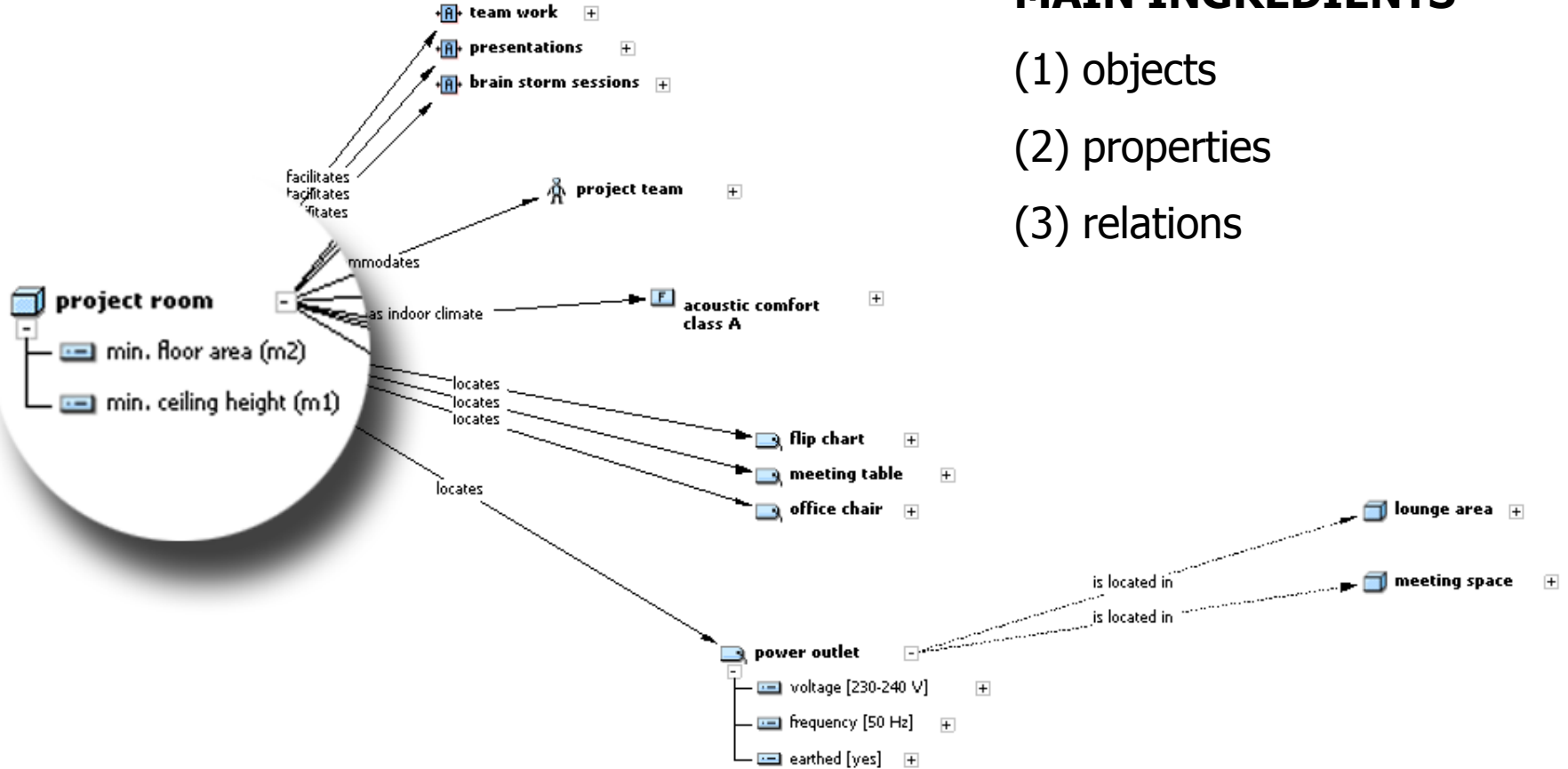


MAIN INGREDIENTS

(1) objects

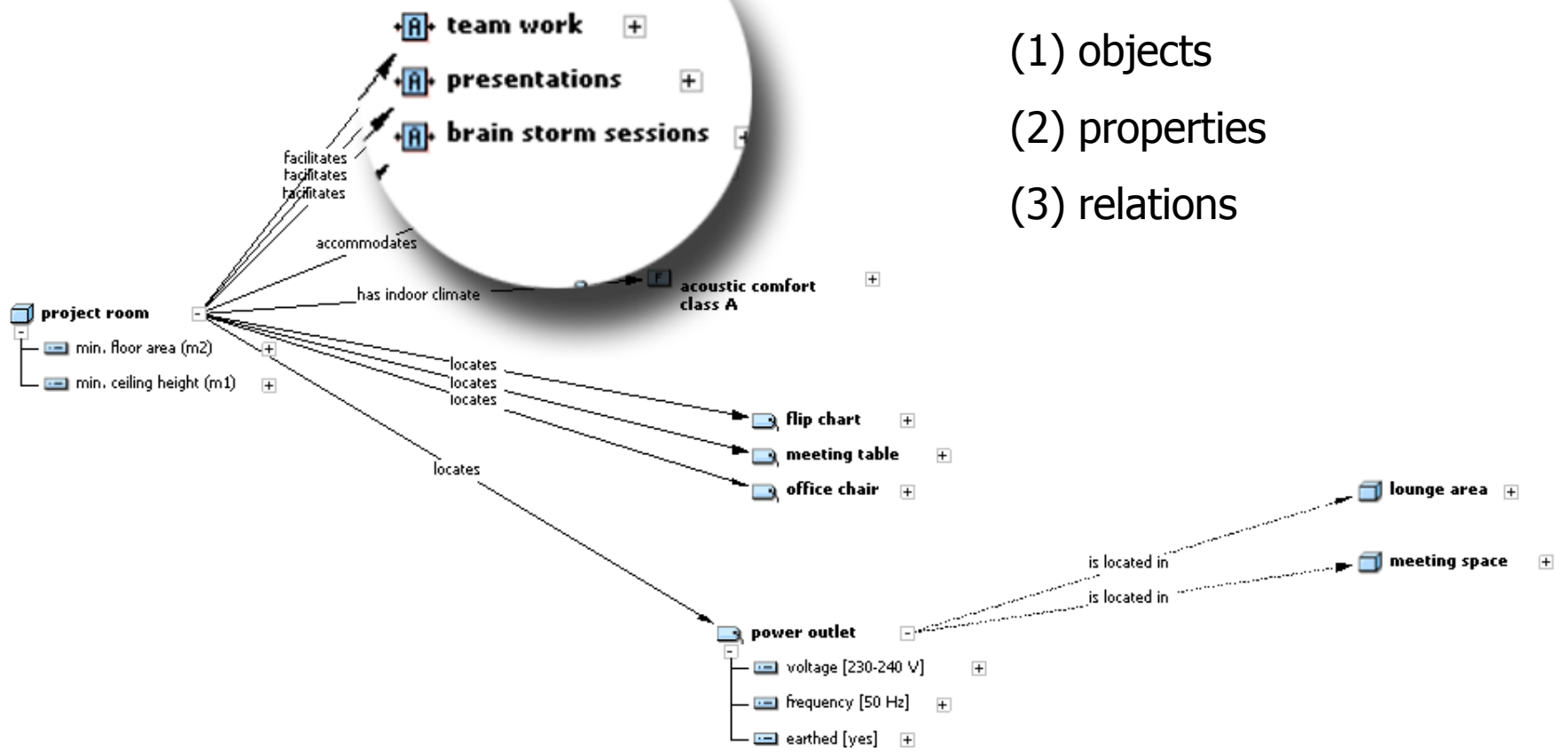
(2) properties

(3) relations



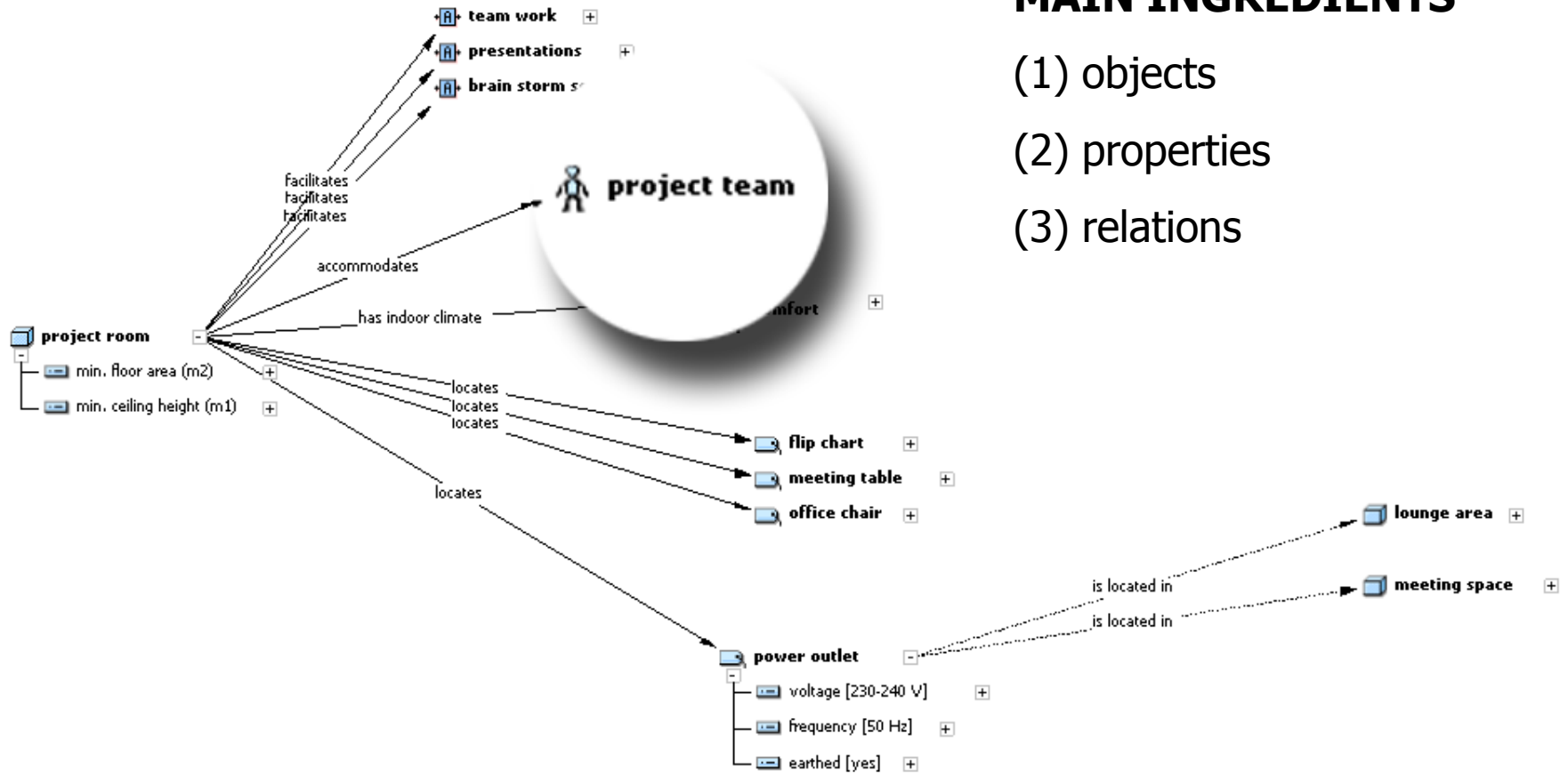
MAIN INGREDIENTS

- (1) objects
- (2) properties
- (3) relations



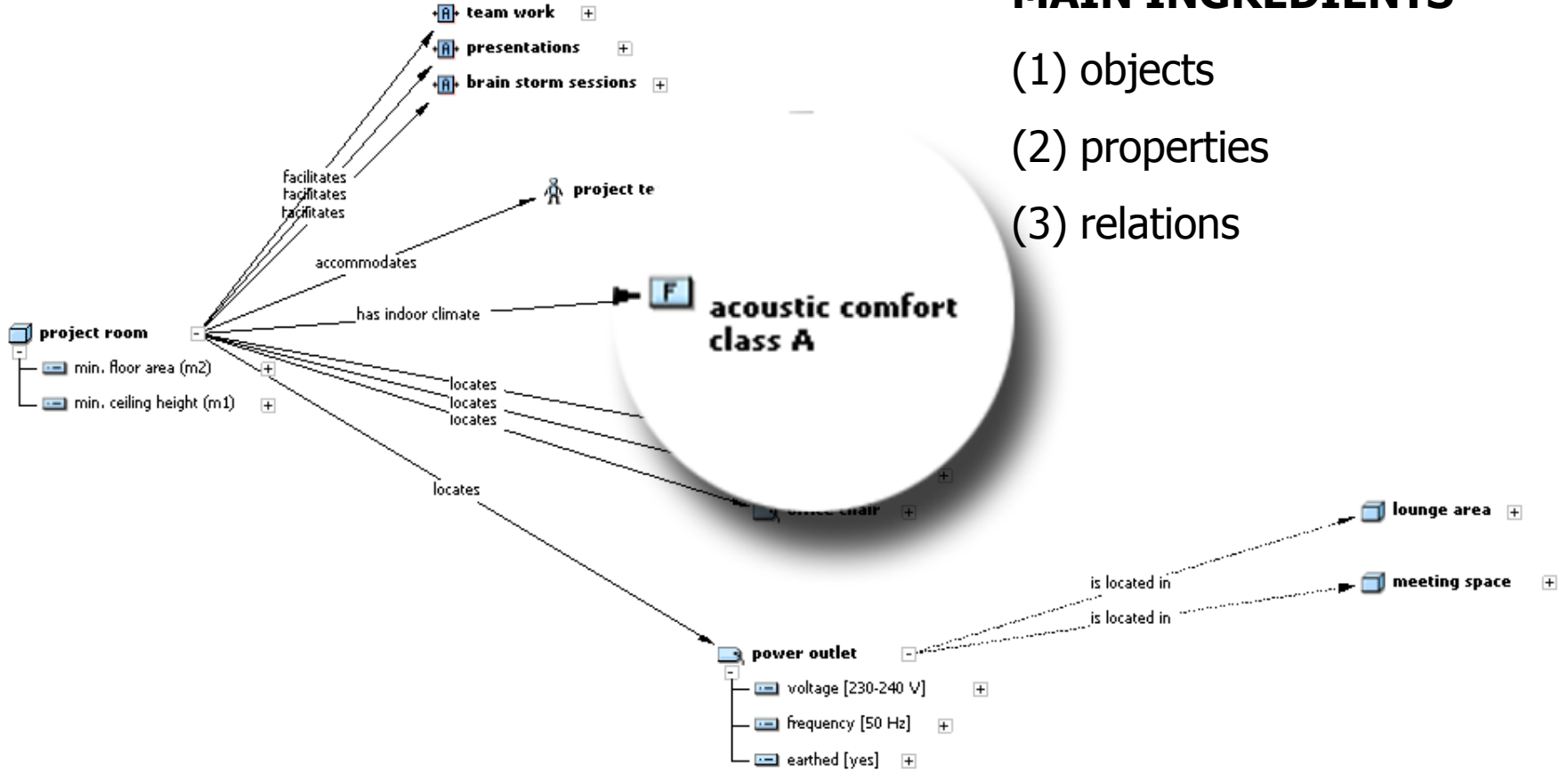
MAIN INGREDIENTS

- (1) objects
- (2) properties
- (3) relations



MAIN INGREDIENTS

- (1) objects
- (2) properties
- (3) relations

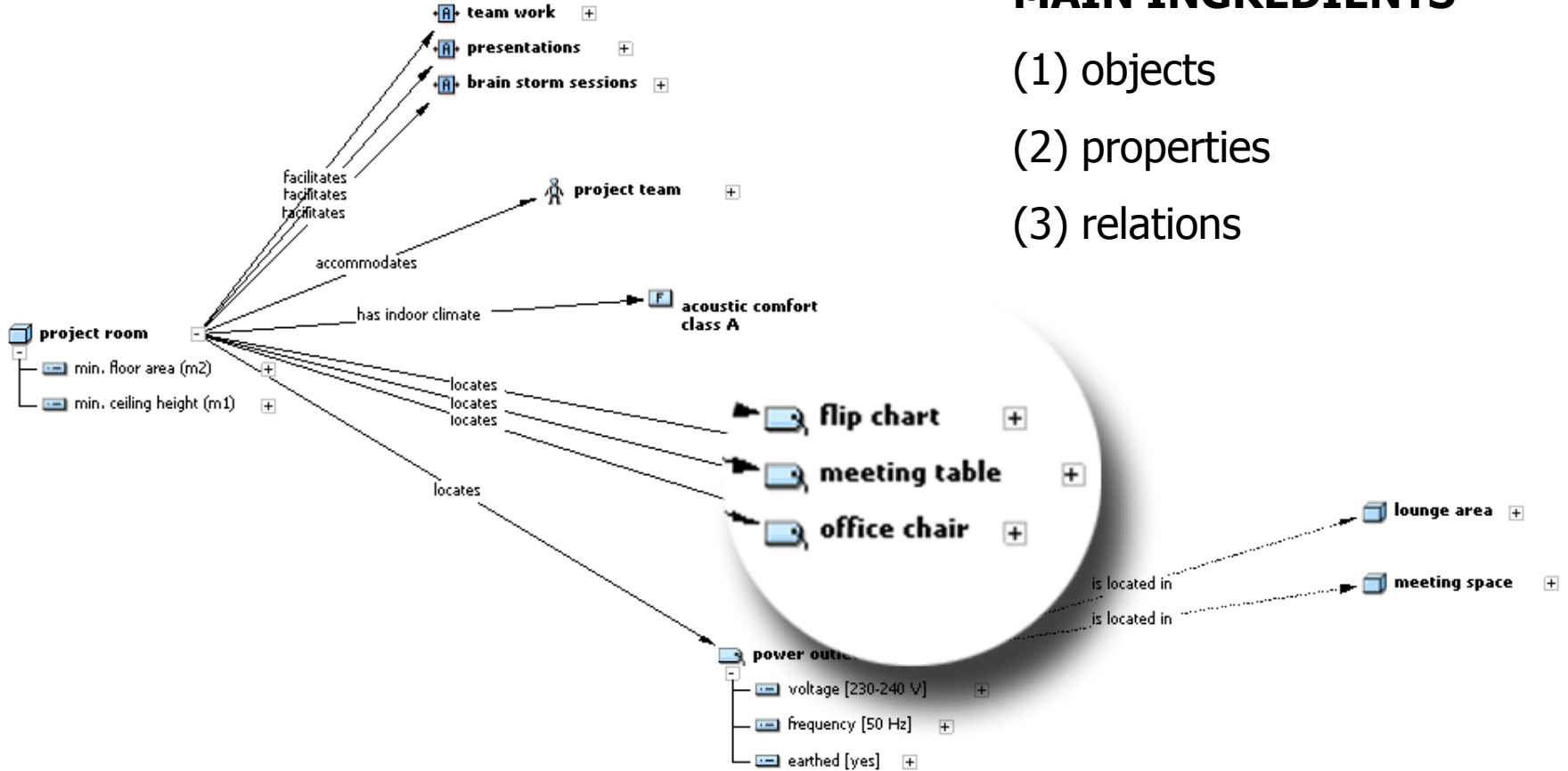


MAIN INGREDIENTS

(1) objects

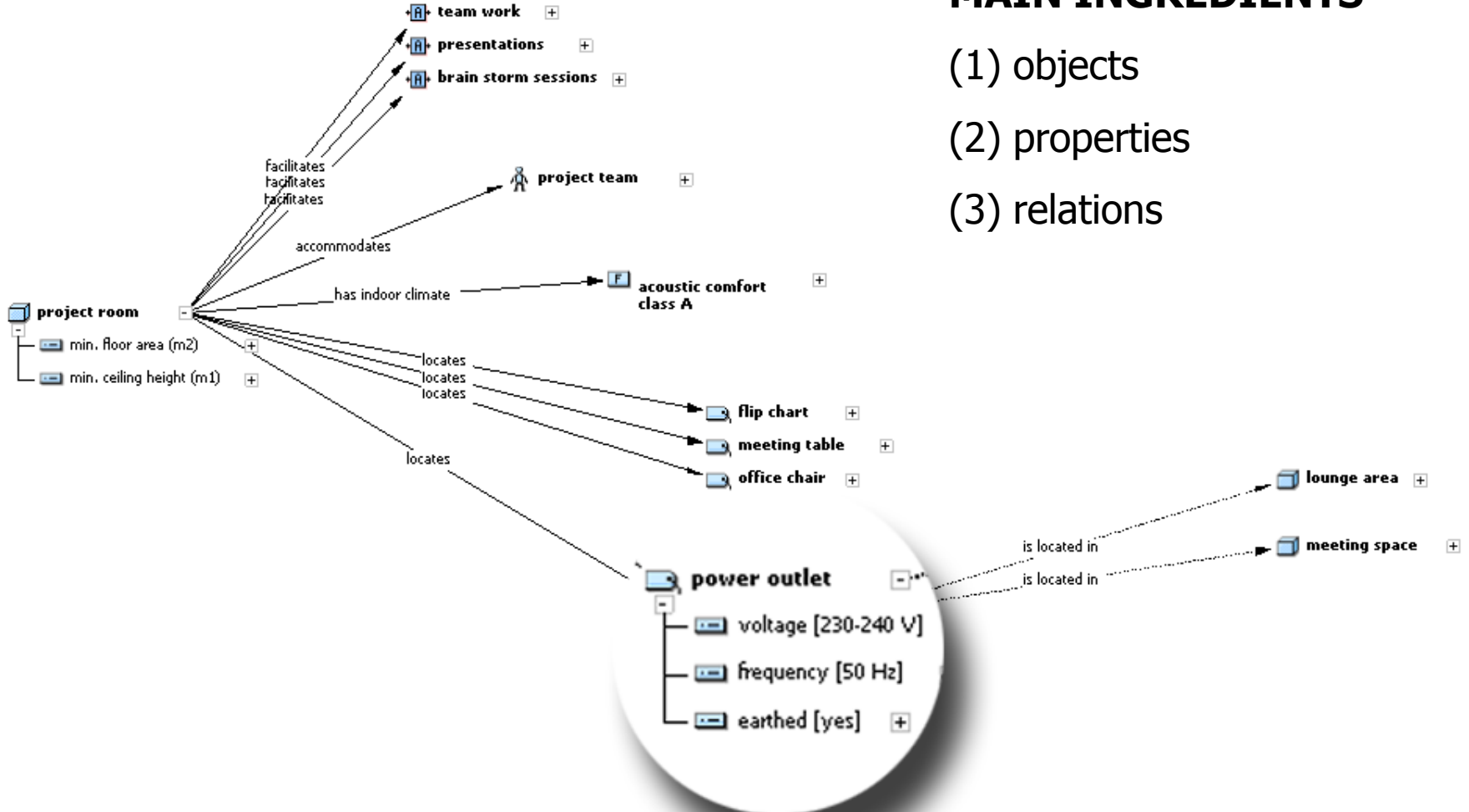
(2) properties

(3) relations



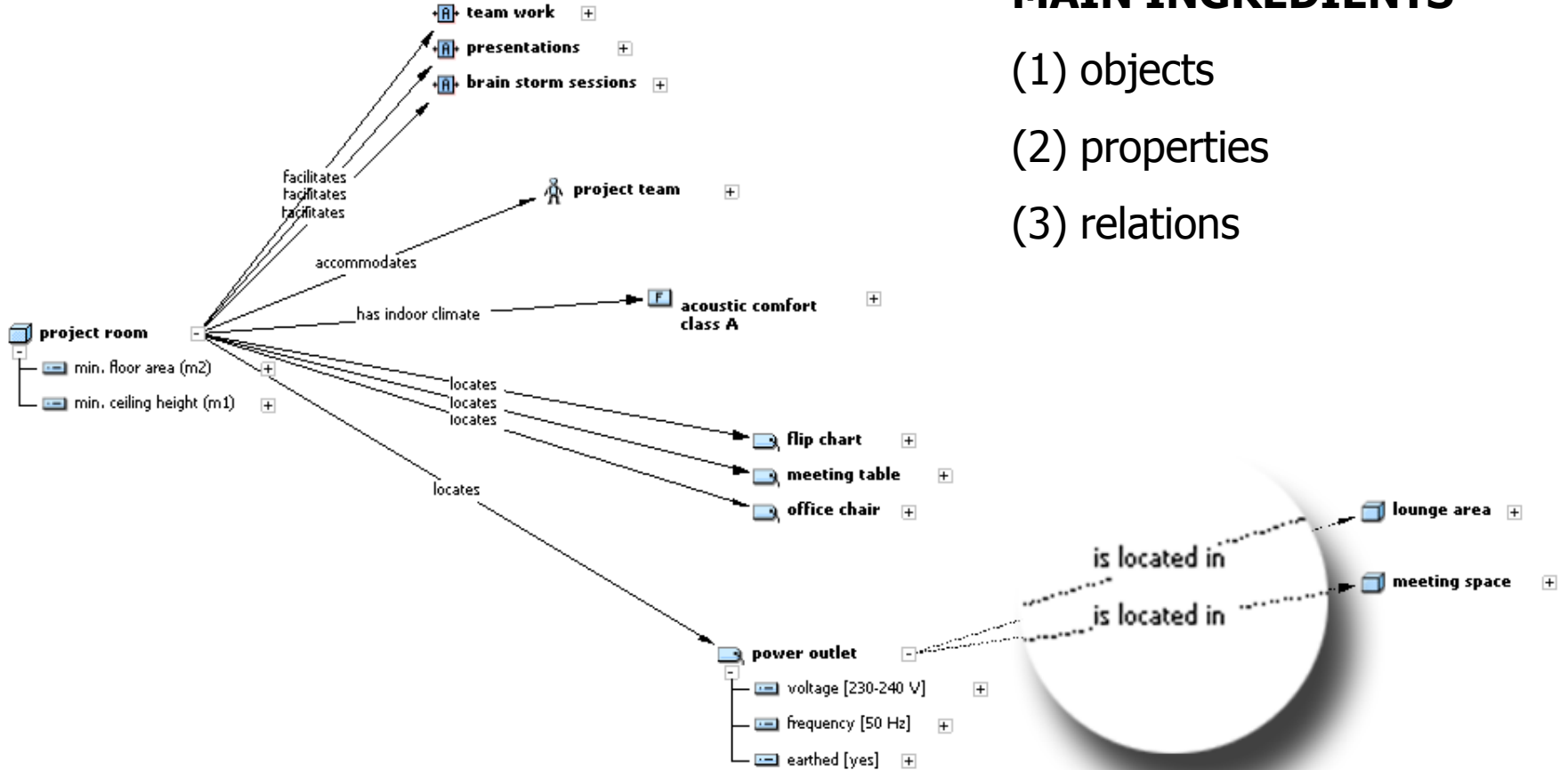
MAIN INGREDIENTS

- (1) objects
- (2) properties
- (3) relations



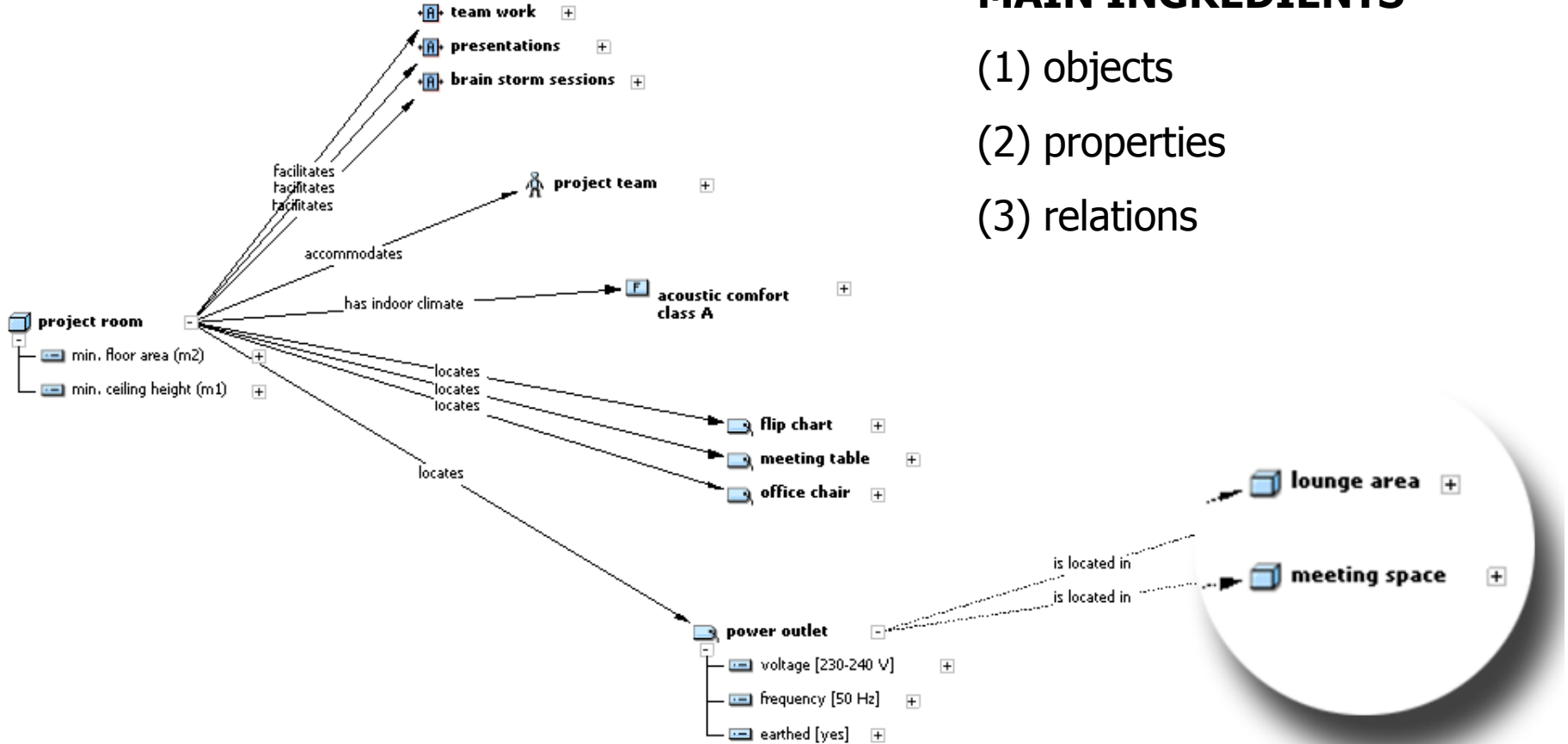
MAIN INGREDIENTS

- (1) objects
- (2) properties
- (3) relations



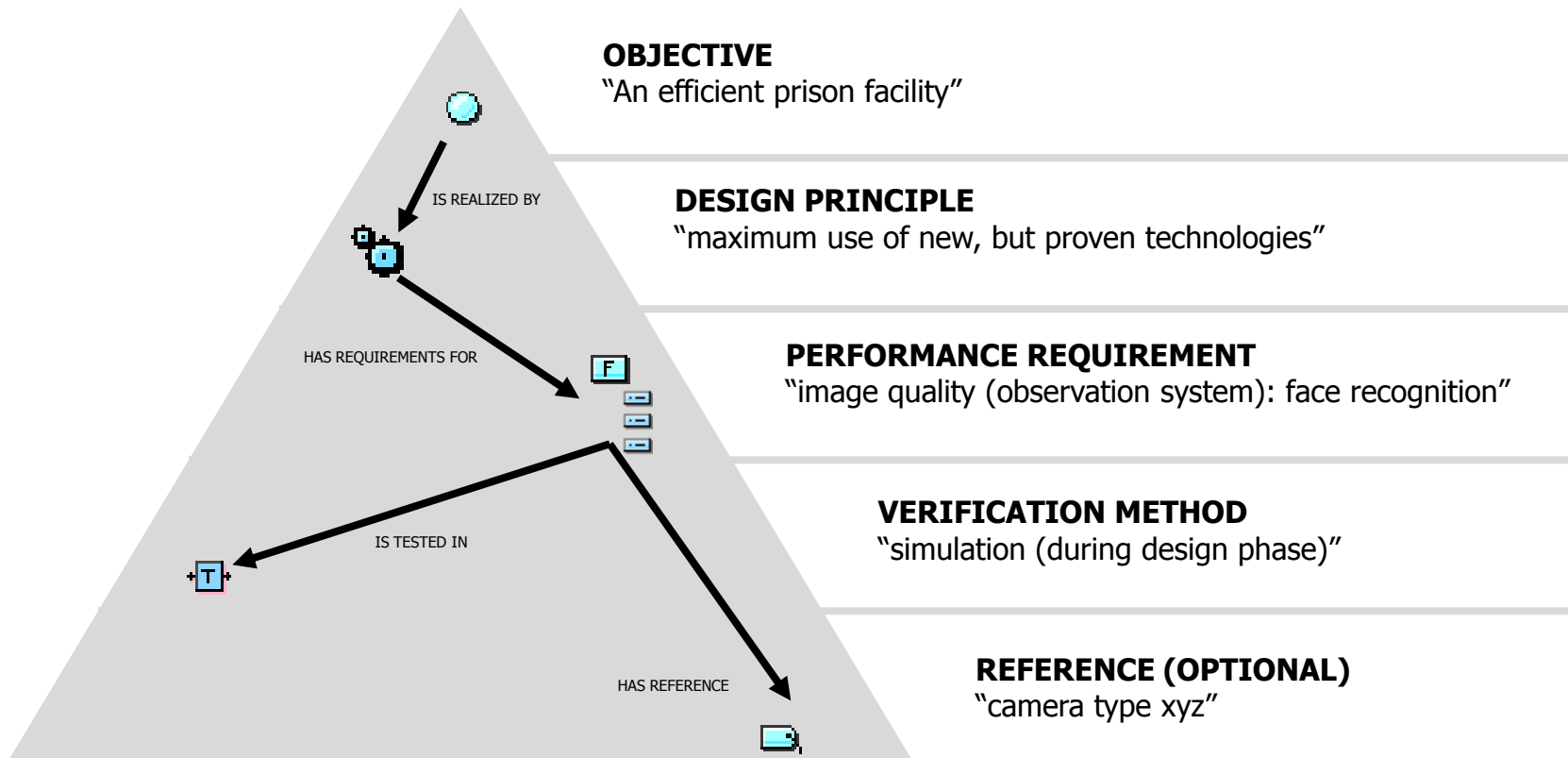
MAIN INGREDIENTS

- (1) objects
- (2) properties
- (3) relations



STRUCTURE

From strategic briefing to operational briefing and verification



Example: secure log in



Example: different possible topics

PKMProjects.com - Windows Internet Explorer

https://www2.pkmprojects.com/pkmwebproject8/WebA.aspx

Google

icOP

Introduction
Project objectives
Organisation

Technical requirements
Furniture/equipment
Facility management

Monitoring
Norms and standards

Herman Hoekman (multiple roles)

Spatial requirements

The building should provide a total of app. 22.000 m² (NUA) of space. The following types of spaces have to be provided:

- (1) central support spaces
- (2) decentral support spaces
- (3) generic office space
- (4) meeting rooms
- (5) plant and service areas
- (6) circulation areas
- (7) entrances
- (8) external areas
- (9) parking facilities

Click on the button on the right to get a detailed overview of all required spaces and their specifications.

[Spaces and their requirements](#)
[Total floor area](#)

Documents Team members Manual Search

https://www2.pkmprojects.com/pkmwebproject8/WebTemplatePageA.aspx?webtemplatepage=PKM070501_000076_654834

Start Vodafone Mobile Connec... Adobe Photoshop Elements PKMProjects.com - Wi... 13:48

Concepts
Spatial requirements
Indoor climate

Example: spatial requirements

The screenshot displays a web application interface for managing spatial requirements. The browser address bar shows the URL: https://www2.pkmprojects.com/pkmwebproject8/restricted/ParametricStart.aspx?KEY=PKM070574_00024_763233&R. The page title is "Space restaurant / café".

The interface is divided into several sections:

- spaces**: A tree view on the left showing the hierarchy of spaces. The "restaurant / café" space is highlighted.
- Space**: The main panel for editing the "restaurant / café" space. It includes tabs for "Specifications" and "Monitoring".
- General**: A section containing a "Description" field and a "Remarks" field with the value "DO: how many m2's is the current restaurant?".
- Number of spaces**: A table showing the number of spaces and their parent categories.
- Properties**: A table listing various properties and their values.
- Indoor climate/comfort**: A section listing comfort classes for acoustic, air quality, thermal, and visual aspects.

The taskbar at the bottom shows the Start button, several open applications (Vodafone Mobile Connec..., Adobe Photoshop Elements, and the current web browser), and the system clock showing 13:50.

Number of spaces	
#	is part of:
1	central support spaces

Name	Value	Unit
min. floor area (NUA)	450	sq. m.
min. floor-to-ceiling height	2,7	m1
condition	2	
security zone	A	

Indoor climate/comfort	
Name	
acoustic comfort class 3	
air quality class 3	
thermal comfort class 2	
visual comfort class 2	

Example: spatial requirements

The screenshot shows a web application interface for managing spatial requirements. The browser address bar indicates the URL: https://www2.pkmprojects.com/pkmwebproject8/restricted/ParametricStart.aspx?KEY=PKM070574_000249_763233&R. The page title is "Space restaurant / café".

The interface is divided into several sections:

- spaces**: A tree view on the left showing the hierarchy of spaces under "PROJECT A001". The "restaurant / café" space is selected.
- Space**: The main content area, titled "Space restaurant / café". It has two tabs: "Specifications" and "Monitoring".
- General**: A section containing a table with the following data:

Field	Value	Icon
Description		[Pencil]
Remarks	DO: how many m2's is the current restaurant?	[Pencil]
- Number of spaces**: A section containing a table with the following data:

#	Icon
	[Pencil] [Trash]
- Properties**: A section containing a table with the following data:

Name	Value	Unit	Icon
min. floor area (NUA)	450	sq. m.	[Pencil] [Trash]
min. floor-to-ceiling height	2,7	m1	[Pencil] [Trash]
condition	2		[Pencil] [Trash]
security zone	A		[Pencil] [Trash]
- Indoor climate/comfort**: A section containing a table with the following data:

Name	Icon
thermal comfort class 2	[Pencil] [Trash]
visual comfort class 2	[Pencil] [Trash]

The "Properties" table is highlighted with a circular callout. The bottom of the browser shows the taskbar with the Start button, several open applications (Vodafone Mobile Connec..., Adobe Photoshop Elements, and the current web page), and the system tray showing the time as 13:50.

Example: requirements indoor climate

The screenshot shows a web application interface for managing indoor climate requirements. The browser address bar indicates the URL: https://www2.pkmprojects.com/pkmwebproject8/restricted/ParametricStart.aspx?KEY=PKM070574_00024_763233&R.

The interface is titled "spaces" and shows a tree view of spaces under "PROJECT A001". The selected space is "restaurant / café".

The main panel displays the "Space" details for "restaurant / café". It has two tabs: "Specifications" and "Monitoring".

The "General" section includes:

- Description
- Remarks: DO: how many m2's is the current restaurant?

The "Number of spaces" section shows:

#	is part of:
1	central support spaces

The "Properties" section shows a table of properties:

Name	Value	Unit
security zone	450	sq. m.
	2,7	m1
	2	
	A	

The "Indoor climate/comfort" section is highlighted with a magnifying glass and shows a list of requirements:

- acoustic comfort class 3
- air quality class 3
- thermal comfort class 2
- visual comfort class 2

The bottom of the screenshot shows the Windows taskbar with the Start button, taskbar icons for Vodafone Mobile Connec..., Adobe Photoshop Elements, and the current browser window. The system tray shows the time as 13:50.

Example: technical requirements

The screenshot displays a web application interface for technical requirements management. The browser address bar shows the URL: https://www2.pkmprojects.com/pkmwebproject8/restricted/ParametricStart.aspx?KEY=PKM070574_00024_7632338R. The page title is "Hoofdmenu" and the user is logged in as "Herman Hoekman afmelden (multiple roles)".

spaces

- PROJECT A001
 - central support spaces
 - restaurant / café**
 - exhibition space
 - smoking area
 - central storage
 - mail room
 - decentral support spaces
 - generic office space
 - meeting rooms
 - plant and service areas
 - circulation areas
 - entrances
 - external areas
 - parking facilities

Reference image afbeelding

Related facility management

Name	Activities
restaurant catering	

Services

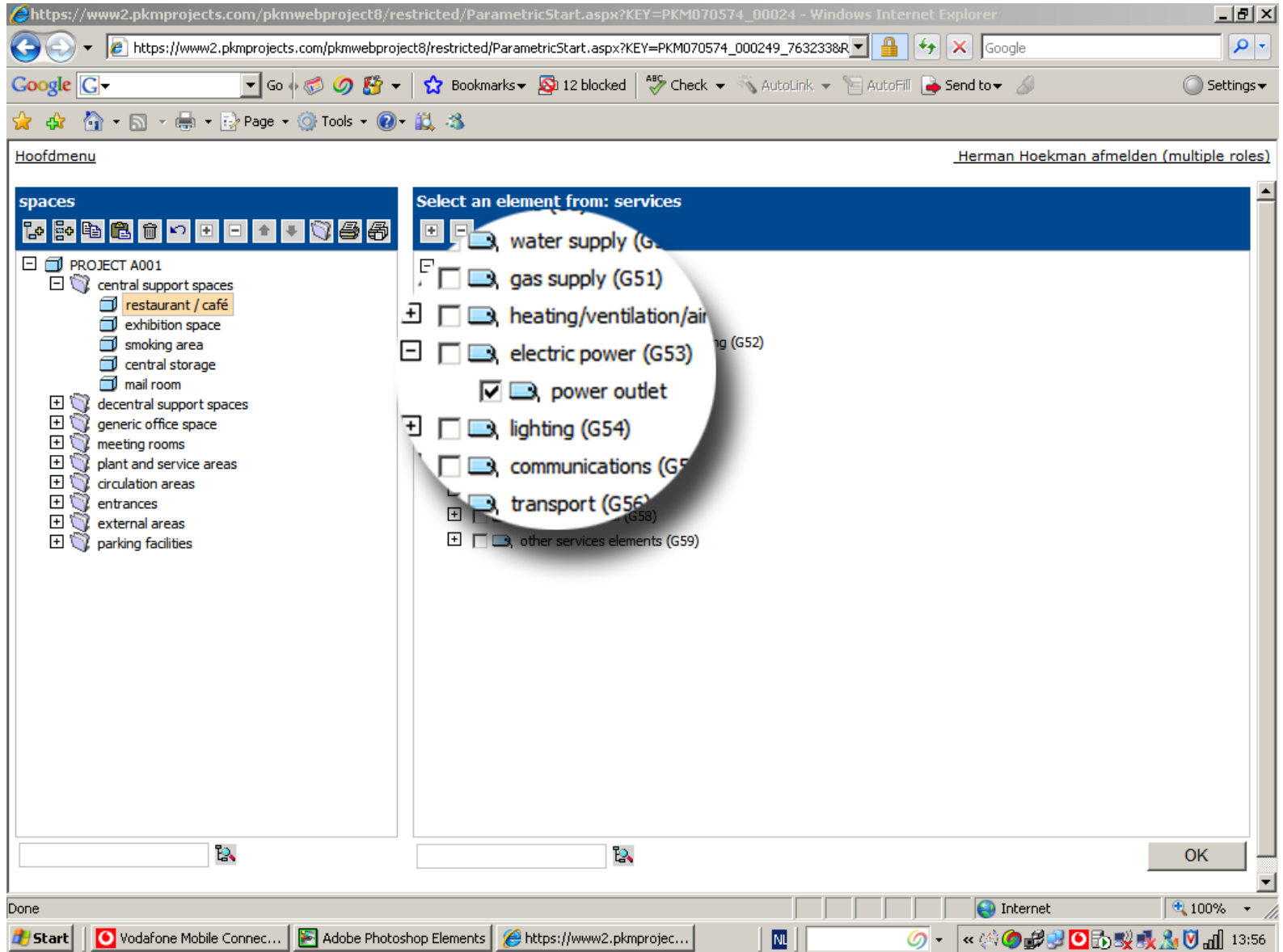
Name	Total
data outlet	2 per m1
power outlet	2 per m1

Norms/standards

Norm
HACCP

The interface also includes a taskbar at the bottom with icons for Start, Vodafone Mobile Connec..., Adobe Photoshop Elements, and the current browser window. The system clock shows 13:51.

Example: quick use of requirements libraries



Example: special PPP modules

The screenshot displays a web application interface for managing spaces. The browser window title is "https://www2.pkmprojects.com/pkmwebproject8/restricted/ParametricStart.aspx?KEY=PKM070574_00024 - Windows Internet Explorer". The address bar shows the URL "https://www2.pkmprojects.com/pkmwebproject8/restricted/ParametricStart.aspx?KEY=PKM070574_000249_763233&R".

The main content area is titled "Space restaurant / café". It features two tabs: "Specifications" and "Monitoring". The "Monitoring" tab is currently active and highlighted with a white circle. Below the tabs, there are sections for "General", "Number of spaces", "Properties", and "Indoor climate/comfort".

General

Description		
Remarks	DO: how many m2's is the current restaurant?	

Number of spaces

#	is part of:		
1	central support spaces		

Properties

Name	Value	Unit		
min. floor area (NUA)	450	sq. m.		
min. floor-to-ceiling height	2,7	m1		
condition	2			
security zone	A			

Indoor climate/comfort

Name		
acoustic comfort class 3		
air quality class 3		
thermal comfort class 2		
visual comfort class 2		

The left sidebar shows a tree view of spaces under "PROJECT A001". The "restaurant / café" space is selected. The taskbar at the bottom shows the Start button, Vodafone Mobile Connection, Adobe Photoshop Elements, and the browser window.

Example: special PPP modules

https://www2.pkmprojects.com/pkmwebproject8/restricted/ParametricStart.aspx?KEY=PKM070574_00024 - Windows Internet Explorer

https://www2.pkmprojects.com/pkmwebproject8/restricted/ParametricStart.aspx?KEY=PKM070574_000249_763233&R

Hoofdmenu [Herman Hoekman afmelden \(multiple roles\)](#)

spaces

- PROJECT A001
 - central support spaces
 - restaurant / café**
 - exhibition space
 - smoking area
 - central storage
 - mail room
 - decentral support spaces
 - generic office space
 - meeting rooms
 - plant and service areas
 - circulation areas
 - entrances
 - external areas
 - parking facilities

Space

restaurant / café

Specifications | Monitoring

failures in service provision

1. max. recovery period	0,5	hour (after report)
2. variable performance discount	200	Euro/hour
3. acceptable numer of failures	5	per quarter
4. penalty for exceeding	1500	Euro
5. max. recurrence of identical failure	-	per quarter
6. recurrence discount	-	Euro

Done

Start | <https://www2.pkmpr...> | Adobe Photoshop Elements | 18:16

Example: quick search function

The screenshot shows a Windows Internet Explorer browser window displaying the PKMProjects.com website. The browser's address bar shows the URL: https://www2.pkmprojects.com/pkmwebproject8/WebA.aspx?ReturnPageKey=PKM070795_000166_860682. The website's navigation menu includes: Introduction, Project objectives, Organisation, Concepts, Spatial requirements, Indoor climate, Technical requirements, Furniture/equipment, Facility management, Monitoring, and Norms and standards. The user is logged in as Herman Hoekman (multiple roles). The search function is active, with the search term 'restaurant' entered. The search results are: 3 results for **restaurant** (0,28 seconden). The results are: [restaurant catering](#) (with a folder icon), [FM services](#) (with a link icon), [restaurant / café](#) (with a folder icon), and [spaces](#) (with a link icon). The browser's taskbar shows the Start button, Vodafone Mobile Connec..., Adobe Photoshop Elements, PKMProjects.com - Wi..., and the system clock at 14:03.

MAIN FEATURES

A single database for all requirements

Integrating strategic and operational briefing;

Easy access through a project website;

Change/remarks/questions can be tracked and traced;

Requirements can be tested against design solutions;

Importing and exporting data to Excel, Word and xml;

Fully web-based, no need for specific user software;

REFERENCES

Haga Hospital The Hague
Meander Hospital Amersfoort
Radboud Hospital Nijmegen
Groeninge Hospital Kortrijk (Belgium)
Maria Middelarlis Hospital Gent (Belgium)
Atrium Hospital Heerlen
Health Care Academy Heerlen (PPP)
Betacampus Leiden University
International School Eindhoven (PPP)
Regional government seat Antwerp (Belgium)
Dutch embassy/EU-representation Brussels (Belgium)
Detention Centre Rotterdam Airport (PPP)
Detention Centre Zaanstad (PPP)
Detention Centre Schiphol Airport (PPP)
Dutch Treasury (PPP)
Dutch Tax Offices Doetinchem and Groningen (PPP)
Dutch Ministry of Financie (PPP)
Various types of municipal projects (town halls/schools/ sport facilities)

www.briefbuilder.nl

vanmeel@briefbuilder.nl