

3/11/24 - BIO Plan Review Process Change

As of Monday, March 11, 2024, BIO was directed to revise their Project Review and Authorization Manual by SLAC Management. This has caused changes to the applicable BIO Building Codes and Standards and ESH Program Requirements review processes, (aka BIO/ESH Review).

Project Managers, Design Managers, Experimental, and Others - Responsibilities

As of the above date PM, DM, Experimental, and Others will perform design review, provide correct level of design maturity at various stages of projects, provide package readiness for procurement, fabrication or construction with appropriate project stakeholders prior to submittal of a project to PRS for BIO/ESH review.

These aspects list NON-ESH reviewers but is not inclusive. Moving forward, these NON-SMEs will not be selected by BIO as project reviewers. Process Piping, Building/ Area Manager, F&O Electrical, F&O Architectural, F&O Instrument Control, F&O Design and Construction, F&O Mechanical Engineering, F&O Civil & Structural Engineering, PPS, Laser Safety, Clean Room, HVAC Steward, Water Steward, Sewer/Storm Steward, Sustainability, etc.

PM, DM, Experimental, Others are responsible to ensure the plans, specifications, scope or description of work complies with the Conduct of Engineering, Conduct of Project Management and the Conduct of Engineer document #DOC_000002883 for Teamcenter / Seda drawings and are properly marked on the plans.

BIO will not perform design review and will not manage project design review in PRS.

Submittal to BIO indicates the Project Manager has completed the above process and is ready for BIO review.

ESH Coordinators – ESH Chapter 1 Project Review Procedure requires the ESH Coordinator to assist the experimentalist navigate the project review process.

Building Inspection Office and ESH Program - Responsibilities

BIO will select ESH SME reviewers for the project submittal.

ESH SMEs will only review for compliance with applicable building code and standards and, ESH program requirements.

BIO / ESH is responsible to review and confirm for Building Code and Standards, and ESH Program Requirements compliance of submitted design/drawing packages at various maturity levels (ex.: 30%, 60%, 90%, 100%, and “Issued for Construction”).

BIO to inspect and confirm construction shows compliance to the BIO Approved for Code Compliance design/drawing package. As-Built & changes shall be supplied to BIO for inclusion in package.

ESH Coordinators are now required on all BIO reviews to confirm they have worked with their project.

Any issues or concerns please contact Mark Matthews in BIO Office at any of the following Desk Phone: 4113 or Cell Phone: 650-302-6037, Email: matthews@slac.stanford.edu

As of 5.2.2024



[Building inspection office handouts](#)



Contact for the building inspection office
650-926-4113