3-8 Specifications,
defining quality.

When properly coordinated with the drawings, specifications can limit the amount of drawing notation needed and facilitate LEAN architecture..

Who:

Project Architects are responsible for editing specification content. Project Admins are responsible for formatting and publishing specifications for deliverables. All designers are responsible for understanding the project specifications and noting drawings using terms that match the specifications.

What:

Specifications are written Contract Documents that the builder must follow.

In general, where drawings define quantity and relationship of the elements to be provided, the specifications define quality. Specifications include manufacturer and product selection information, installation processes, and applicable industry standards.

When:

A specification table of contents should be developed at the start of a project and be updated throughout design as new components are included in the design.

Where:

Project specific specification word files are stored here:

A:/Storage/Project Docs/PXXXXX/Specifications

At each deliverable, PDF specifications issued to the Owner/Contractor are stored here:

A:/Storage/Project Docs/PXXXXX/Submissions

For smaller projects, Walker standard mostly edited specifications are stored and organized by CSI division and number here:

A:/Specifications/WA Master Specs

For larger projects, start from a clean MasterSpec file stored and organized by CSI division and number here:

A:/Specifications/MasterSpec

<%PROJECT NAME%>
<%PROJECT CITY%>, <%PROJECT STATE%>
PROJECT NO. <%PROJECT NUMBER%>

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Why:

Specifications convey a level of detailed information that is not possible to include on the drawings and are a critical component of the Contract Documents.