

Collins Architectural Group Experiences Significant Time Savings with SpecLink

"I wonder how I found time to write projects without SpecLink."

Craig Collins
Principal
Collins Architectural
Group, p.s.



Barnes Elementary School

Collins Architectural Group was formed with a commitment to providing responsive architectural services to Southwest Washington and Northwest Oregon clients.

Their intent is to concentrate on the best interests of their clients on a project-by-project basis.

A main focus of their practice is on financial institutions, educational facilities and commercial/retail projects. They also work with museums, health care and residential facilities.

Collins Architectural Group provides a wide range of services for their clients. This includes project feasibility

analysis, building programming, master planning, architectural design and construction administration. They also provide facilitation of design groups and citizen committees.

Collins Architectural Group approaches each project they work on as a unique opportunity. Whether they are doing an exterior makeover or starting from the ground up, their clients know that when the project is completed they will have a showcase facility.



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The Need: Putting together a specification can be a tedious, time-consuming process. Especially when it involves opening several project documents in a word-processing program, reading through each one of them, and locating the section or sections that are needed. Then, a new document has to be opened and individual sections copied over.

Adding headers and footers takes additional time. This was the process Collins Architectural Group went through each time they wrote a specification. They knew there had to be an easier way to do this. In 2001, they found it – they found SpecLink.

The Solution: “I wonder how I found time to write projects without SpecLink,” says Craig Collins of Collins Architectural Group. “I have found that it takes about one-quarter of the time to write a spec using SpecLink than the way I used to do it – pulling together the information from previously written specs.”

One of the ways Collins has saved so much time is by

creating an Office Master. This “template” allows Collins to pre-select and save company standards in SpecLink. This eliminates the need to select (or turn on) sections and section paragraphs every time he starts a new project. He says, “Current office standards and procedures are written to the Office Master and saved. When new specs are started, the information is there ready to use. Before SpecLink, we may not have included all the information that was relevant to the current project.”

The Outcome: Collins taught himself to use the software while putting together his first specification in 2001. Since that time, Collins Architecture has completed well over 100 projects using SpecLink.

Four years later, when asked what he liked best about SpecLink, the first thing that came to mind was still the time-saving aspect. “I also like the ease of use,” Collins says, “and the fact that I know the information in my Office Master is always current.”



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BSD SpecLink is a powerful specification writing, management and production system with built-in intelligence designed to dramatically speed up editing tasks and reduce specification production time while minimizing errors and omissions. Users’ project files are each maintained in a single database, rather than in multiple word processing files. Several model projects are included that allow the user to start with a pre-edited set of complete specifications. Because the master data is always visible and never deleted, it is easy to review project choices or select alternatives. Users can also import their own custom sections and/or create model projects specific to company or project-related requirements.