

COMPANY PROFILE

About TD²: The company (TD Squared) is owned and operated by [Thomas Dunbar](#), and is a construction specifications consultant organization that is dedicated to improving construction documentation in the Canadian construction industry. It is located in Nepean, Ontario, just west of Ottawa. Although recently established, the company personnel have a wealth of experience in the construction design process for both architectural and engineering aspects of technical and construction contract documentation.

Our Focus: TD² has two main areas of interest. First, we specialize in developing technical literature and construction specifications for manufacturers as well as master guide specifications for commercially available systems and office master specification systems.

Our second area of interest is in [educating](#) specification writers and other construction industry participants. To that end we offer both seminars related to construction and technical documentatation and hands-on specification writer training. Our education is offered through a joint venture with Spec Masters and Associates Inc., and is marketed under the name of "The Spec Coach".

Our Approach: TD² delivers clearly written technical documentation that is concise and accurate. Our technical data sheets for manufacturers provide information organized in such a way that specification writers can easily find the information that they require when researching and comparing construction materials. The technical data sheets follow formats recognized throughout North America. We write our construction specification sections following the recommendations of the Construction Specifications Canada (CSC) Manual of Practice.

In our educational seminars and courses we believe that the best way for attendees to learn is to involve them as much as possible in the educational process. We will come to your facility or arrange an educational off-site experience for our clients.

We treat every client with respect and bring a profesional and businesslike attude to every project regardless of the size or complexity. We always meet our committments.

Professional Aliances:

Through various strategic alliances with other firms in the industry supplying complimentary services, we are also able to further increase the depth of knowledge, and the resources available to us. While these alliances add to our ability to respond to many additional challenges, since they remain external to the firm, we retain the ability to react quickly and decisively. We are allied with professional environmental, structural, mechanical and electrical consultants and are able to effectively communicate with them to meet our clients needs.

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EXPERIENCE

Thomas Dunbar, *FCSC, RSW* has been involved in the construction industry for the last 40 years. Originally from Scotland, U.K. he was apprenticed as an HVAC Engineer. The work involved commercial as well as industrial and process design engineering of such things as high pressure hot water and steam distribution systems, boiler plant design, contractual and consultant site supervision. He continued his career in the Mechanical disciplines when he emigrated to Canada in the early 1970's.

After spending some time in the private sector, Tom took employment with the Department of National Defence (DND) where he gained further experience in the mechanical disciplines, particularly related to the specialized type of work environments required by the military.

In the late 1980's while still with DND, Tom switched disciplines and careers and became a full time project specification writer specializing mostly in architectural specifications. Working out of Defence Headquarters, the variety of projects covered all aspects of construction since each DND base operates as a small town and has construction for all of a small towns amenities. The work also gave Tom experience of construction projects located in Canada's far north.

In 1995, Tom moved from DND to the Department of Public Works and Government Services Canada to join the National Master Specification (NMS) Secretariat and was Manager of that organization for seven years. However, after 30 years of service to the taxpayers of Canada, Tom moved back to the private sector portion of the Canadian construction industry as a consultant in private practice and as President of TD².

Since becoming a full time specification writer in the late 1980's, Tom has been very much involved in Construction Specifications Canada (CSC). He became a Registered Specification Writer (RSW) in 1996 and was invested into the CSC College of Fellows in 2000. He has been involved as a volunteer on numerous committees both at the local Chapter and National levels. Tom has been the CSC representative on various CSC/Construction Specifications Institute joint committees including those related to MasterFormat 2004, and other committees related to specification writing formats. Tom is currently a Vice-President of CSC and will become President of the organization in 2008.

Tom has received numerous awards from his peers in the industry in [recognition](#) of his contribution to the betterment of construction documentation.

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AWARDS

Public Works and Government Services Canada

- 2000 - Real Property Services, Assistant Deputy Minister's Award for Excellence;
- 2002 - Real Property Services, Assistant Deputy Minister's Award for Excellence, Environmental.

Construction Specifications Canada

- 1993 to 2004 - Technical Studies Committee, Program Director's Award (5 times);
- 1994 to 2003 - Education Certification Committee, Program Director's Award (4 times);
- 2000 - President's Award;
- 2000 - Invested into CSC College of Fellows;
- 2002 - National Award of Merit.

Construction Specifications Institute

- Technical Commendation Award.

INDUSTRY PARTICIPATION

Construction Specifications Canada

- 1991 - Member CSC Ottawa Chapter Conference Committee;
- 1993 to Present - Member CSC Chapter Executive (variety of positions);
- 1994 - CSC Ottawa Trade Show Chair;
- 1994 - 1996 - CSC/CSI MasterFormat Update Team;
- 1996 - CSC/CSI UniFormat Task Team;
- 1997 - CSC/CSI - Integrated Information Initiative;
- 1998 - CSC/CSI - SectionFormat Update Team;
- 1998 - CSC Ottawa Chapter Chair;
- 1999 - CSC Board Member (Ottawa);
- 2001 - CSC Ottawa Chapter Chair;
- 2001 - 2004 - CSC Board Member;
- 2002 - 2004 - CSC ICIS Representative;
- 2002 - 2004 - CSC/CSI MasterFormat Update Task Team;
- 2002 - Present - OmniClass Development Team;
- 2004 - Present - CSC Vice-President, Executive Council Member;
- 2005 - CSC/CSI MasterFormat Implementation Task Team;
- 2007 - CSC President Elect.

Publications

- 1997 - Co-author: Construction Specifications Canada's Level 2 course titled "Certified Construction Contract Administration - Level 2";
- 2003 - Co-author: Construction Specifications Canada's basic level educational course titled "Principles of Construction Documentation";
- 1995 - Present - Construction Canada Magazine: Several articles on contract specifications, and related topics;
- 2003 - Present - Construction Links (web site): Several articles on construction format documents;
- 2006 - Present - Architectural Openings Magazine: Several articles on construction specifying.

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EDUCATIONAL ASPECTS

Annual guest lecturer at Algonquin College (Ottawa) interior design program;
Annual guest lecturer at George Brown College (Toronto) for both construction management and architectural technology programs;
Chief instructor for Construction Specifications Canada, Ottawa Chapter's professional development;
Annual guest lecturer at Ottawa University civil engineering program;
1997 - 2004 - Annual guest lecturer at Ryerson University (Toronto);
1998 - Co-author of Construction Specifications Canada's Construction Contract Administration course;
2002 - Co-developer and instructor for Department of National Defence construction specification writing course;
2003 - Co-author of Construction Specifications Canada's Principles of Construction Documentation course
2006 - Internet based educational sessions on MasterFormat 2004 for Construction Specifications Institute in the USA.