SPECIAL INSPECTION AGREEMENT

To owner of projects requiring Special Inspection or Testing per Chapter 17 of the 2018 International Building Code (IBC), please acknowledge and return to the Building Division.

BEFORE A PERMIT CAN BE ISSUED: The owner or his representative, on the advice of the Responsible Project Engineer or Architect, shall complete, sign and submit the attached for “Structural Tests and Inspection Schedule” to the Division for review and approval. The owner and his general contractor, where applicable, shall also acknowledge the following requirements applicable to Special Inspection and/or Testing.

1. Contractor /owner are responsible for proper notification to the Inspection or Testing Agency for items listed.

2. The testing laboratory is the only one that should take samples and transport them to its laboratory.

3. The inspection Agency to submit name(s) and qualifications of on-site Special Inspectors to the Inspection Division and provide copies of certification at job site.

4. Special Inspectors shall provide reports to this Department as provided for in 2018 IBC Section 1704.1.2.

5. BEFORE ANY OCCUPANCY PERMIT CAN BE ISSUED: The Inspection Agency shall submit a statement that all items requiring testing and special inspection were fulfilled and reported. Those items and/or inspections shall be noted in this statement. A copy of this statement shall be maintained at the job site for Building Inspector’s review prior to final inspections.

ACKNOWLEDGEMENT

OWNER: __________________________ SIGNATURE: __________________________ DATE: ______

CONTRACTOR: __________________________ SIGNATURE: __________________________ DATE: ______

ENGINEER or ARCHITECT: __________________________ SIGNATURE: __________________________ DATE: ______

INSPECTOR or AGENT: __________________________ SIGNATURE: __________________________ DATE: ______
SPECIAL INSPECTION AGREEMENT

STRUCTURAL STEEL:
- Sample & test
- Welding Inspection
- High Strength Bolting Inspection
- Field Ultrasonic Inspection
- Field Radiology
- Metal Deck Welding Inspection

REINFORCING STEEL:
- Tensile & Bend
- Inspection of Placement
- Inspection of Welding

PRECAST/CONCRETE:
- Reinforcing Tests
- Inspection of Reinforcing Placement
- Tendon Tests
- Inspection of Tendon Placement
- Inspection of Concrete Placement
- Inspection of Concrete Batching
- Inspection of Panel Attachments & Inserts
- Inspection of Panel Installation
- Compression of Tests
- Inspection of Stressing/Transfer

INSULATING CONCRETE:
- Sample & Test
- Unit Weight

FIREPROOFING:
- Inspection of Placement
- Density Tests
- Thickness Tests
- Inspect Batching

GEOTECHNICAL:
- Acceptance Tests
- Moisture Density Determination
- Field Density
- Excavations

ROOFING:
- Inspection
- Sample & Test

EMBEDDED BOLTS / INSERTS:
- Bolt / Insert Placement
- Bolt / Insert Tension Test
- Bolt / Insert Shear test
- Epoxy mix and placement

CONCRETE:
- Reinforcing Tests
- Inspection of Reinforcing Placement
- Tendon Tests
- Inspection of Tendon Placement
- Inspection of Concrete Placement
- Inspection of Concrete Batching
- Inspection of Panel Attachments & Inserts
- Compression of Tests
- Inspection of Stressing/Transfer

STRUCTURAL WOOD:
- Inspection of Fabrication
- Inspection of Truss Joist Fab
- Sample & Test Components
- Inspection of Glu-lam Fab

PILING, CAISSONS, CAPS, TIES:
- Inspection of Reinforcing Placement
- Inspection of Concrete Placement

UNDERPINNING:
- Inspection of Steel Fabrication
- Inspection of Reinforcing Forms
- Inspection of Concrete Placement
- Inspection of Tiebacks

MASONRY:
- Preliminary Acceptance Tests
  (Masonry Units, Wall Prisms)
- Subsequent Tests
  (Mortar, Grout, Field Wall Prisms)
- Inspection of Grouting
- Inspection of Placement & Grouting

STRUCTURAL OBSERVATION BY ARCHITECT OR ENGINEER:
- Foundation Observation
- Framing Observation
- Final Observation
- General Conformance Letters

OTHER:

Other Tests, Inspections, or Special Instructions
- Footing

SPECIAL INSPECTION AGREEMENT  Page 2 of 2