



CITY OF WENATCHEE SPECIAL INSPECTION PROGRAM

This form has recently been updated, please provide all required information and signatures or there will be a delay in the issuance of permits related to this project.

GENERAL

1. Special inspections are *in addition to* (not in lieu of) inspections required to be made by City inspectors, and shall comply with the provisions of *Section 1704 of the International Building Code*.
2. Call (509) 888-3263 to request City inspections. Inspection requests are typically scheduled for the *next* working day. Giving the wrong permit number or address when requesting a City inspection will prevent that inspection from being scheduled.

SPECIAL INSPECTION AND TESTING AGREEMENT:

Before a permit can be issued for a project that requires special inspections to be performed, a *Special Inspection and Testing Agreement* form shall be completed and submitted to this Department for review and approval:

1. The responsible Registered Design Professional (project engineer or architect) shall specify the inspection company (or individual) responsible for performing each required inspection;
2. All required Acknowledgements and original (wet) signatures shall be entered on the form.

APPROVAL OF SPECIAL INSPECTORS:

Companies performing inspections within the City of Wenatchee shall be listed as an approved special inspector in the *Washington Association of Building Officials (WABO)* Special Inspection Program, by the International Accreditation Service (IAS) or other approved accrediting agency, and shall submit their qualifications to the Building Official for approval.

DUTIES AND RESPONSIBILITIES OF THE REGISTERED DESIGN PROFESSIONAL:

1. SCHEDULE OF REQUIRED INSPECTIONS
The responsible Registered Design Professional (architect/engineer) shall submit to the Building Division for approval, a Special Inspection Agreement with Part 1 and all required Schedules completed and all required Acknowledgements wet-signed in Part 2.
 - a. The schedules shall list all inspections required by *IBC Section 1704* or by the design.
 - b. The schedules shall indicate whether each inspection is to be continuous or periodic.
 - c. The Special Inspection Agreement and required Schedules shall be required in addition to special inspection requirements specified on the construction documents.
2. SPECIAL INSPECTION FOR SEISMIC RESISTANCE
The responsible Registered Design Professional shall specify required special inspections and testing for Seismic Resistance for Building Categories III or IV (per IBC Table 1604.5) assigned to Seismic Design Category C or D in accordance with IBC Section 1705.11.
3. DESIGN CHANGES
The responsible Registered Design Professional shall approve all structural revisions. Changes to the approved construction documents shall be submitted in duplicate to the City for plan review and approval, and shall be approved prior to doing the work. Special inspectors shall be provided with copies of all approved revisions.

DUTIES AND RESPONSIBILITIES OF THE OWNER:

1. COST OF SPECIAL INSPECTIONS AND TESTING

The Owner, or Registered Design Professional acting as the Owner's agent, shall employ one or more agencies to perform special inspections as a de facto extension of the City of Wenatchee Building Division.

- a. The Owner shall be solely responsible for all costs associated with retaining the services of approved special inspection and testing agencies to perform the required special inspections;
- b. The Owner's Contractor cannot hire the special inspector or testing agency, or pay for those services, and;
- c. Owners shall hold harmless, defend, and indemnify the City of Wenatchee, Washington and its agents, and employees against all costs pertaining to the employment of special inspection and testing agencies.

2. APPROVED PLANS

The Owner shall assure that the special inspector has access to the approved construction documents.

DUTIES AND RESPONSIBILITIES OF THE CONTRACTOR:

1. INSPECTION RECORD

The contractor shall maintain the City inspection record card, Special Inspection Agreement and the approved construction documents at the site construction office.

2. PRECONSTRUCTION MEETING

The City recommends that the contractor arrange preconstruction meetings between its subcontractors performing work requiring special inspections or testing and the testing agencies assigned to perform the special inspections. The contractor should provide the appropriate meeting facilities and permit the City Building Division representative to attend such meetings at the City's discretion.

3. NOTIFY THE SPECIAL INSPECTOR

The contractor shall notify the special inspector or inspection agency of work to be performed requiring special inspections, as listed in the approved Special Inspection Agreement. The required time period for notification prior to performing work requiring special inspections shall be as directed by the special inspector.

4. PROVIDE ACCESS TO APPROVED PLANS

The contractor is responsible for providing the special inspector access to approved plans at the job site.

5. RETAIN SPECIAL INSPECTION RECORDS

The contractor shall retain at the job site all special inspection records submitted by the special inspector, and provide these records for review by the Building Division's inspector upon request.

6. PROVIDE CERTIFICATES OF COMPLIANCE FROM APPROVED FABRICATORS

Prior to installation of shop-fabricated structural load-bearing members and assemblies, the contractor shall submit to the Building Division a copy of the approved fabricator's certificate of compliance stating that the work was performed in accordance with the approved construction documents, as required by IBC Section 1704.2.5.2.

DUTIES AND RESPONSIBILITIES OF THE SPECIAL INSPECTOR:

1. CONSTRUCTION DOCUMENT REVIEW

The special inspector shall review the Building Division approved construction documents and applicable workmanship provisions of the International Building Code, other applicable City of Wenatchee codes, and applicable rules, laws and regulation of the authorities having jurisdiction.

2. NOTIFICATION PERIOD

The special inspector shall specify to the contractor the required time period for their notification prior to performing work requiring special inspections.

3. OBSERVE WORK

The special inspector shall observe the work on a continuous or periodic basis, as applicable, for conformance with the design drawings and specifications approved by the Building Division and applicable workmanship provisions of the IBC. Architect/engineer-reviewed shop drawings and/or placement drawings may be used only as an aid to inspection.

Continuous Inspection: Special inspections are performed on a full time basis, with the special inspector on site observing the performance of all work requiring special inspection.

Periodic Inspection: Special inspections may be performed on a part-time or intermittent basis only where permitted by the schedule of inspections on the approved Special Inspection Agreement.

4. REPORT NON-CONFORMING ITEMS

The special inspector shall bring non-conforming items to the immediate attention of the contractor, post a discrepancy notice and note all such items in the daily report. The special inspector shall notify the Building Division and the responsible Registered Design Professional of any required corrections have not been made or that require design changes.

5. FURNISH DAILY REPORTS

The special inspector shall furnish daily reports of inspections and tests to the contractor, the Building Division, the responsible design professional, and to others as designated. The reports shall include the following, as applicable to the specific report:

- a. Project address and Permit Number;
- b. Description, locations and results of inspections or tests made;
- c. Listing of all non-conforming items;
- d. Identify how non-conforming items were resolved or unresolved as applicable, and;
- e. Itemized changes authorized by the responsible Registered Design Professional and the Building Division.
- f. Each inspection shall be recorded on the Special Inspection Log at the worksite prior to the Building Division inspection.

6. FURNISH NOTICE OF CHANGE IN TESTING AGENCY OR INSPECTOR

The Building Division shall be notified in writing of any changes in testing agencies or special inspectors from those specified on the approved Special Inspection Agreement. All new agencies and inspectors shall be approved by the Building Division prior to their performing any inspection or tests for that project.

7. FURNISH FINAL REPORT

The responsible Special Inspector shall submit a final signed report to the Building Division. This report shall include the following:

- a. Project address and Permit Number;
- b. Description of corrective actions taken for any outstanding issues where such corrective actions were not addressed in the Daily or Weekly Report(s);
- c. Statement that all items requiring special inspection and testing have been fulfilled and reported and, to the best of his/her knowledge, in conformance with the approved plans, specifications, and applicable workmanship provisions of the International Building Codes.

NOTICE: The Building Division cannot schedule the Building Final Inspection or issue a certificate of occupancy until after the special inspection final report has been submitted to and approved by the Division.

DUTIES AND RESPONSIBILITIES OF THE BUILDING DIVISION:

1. APPROVE SPECIAL INSPECTION PROGRAM
All testing agencies, special inspectors and special inspection requirements shall be approved by the Building Division prior to issuing a building permit for construction requiring such services.
2. COORDINATE CITY INSPECTOR AND SPECIAL INSPECTOR RESPONSIBILITIES
 - a. The Building Division shall inform the special inspector of the appropriate process for submitting reports to the City and for informing the City inspector of discrepancies found during the performance of special inspections or testing.
 - b. The Building Division shall inform the owner, contractor, and registered design professionals of the special inspector's role as a de facto member of the Building Division, having the same authority as the City Inspector to disapprove noncompliant work and require that corrective actions be made under the direction of the responsible registered design professional.
3. MONITOR SPECIAL INSPECTIONS
The Building Division's inspector shall monitor work requiring special inspection and the performance of special inspectors. His/her approval must be obtained prior to placement of concrete or other similar activities in addition to that of the special inspector.
4. RECEIPT OF SPECIAL INSPECTOR'S FINAL REPORT
The Building Division shall approve the final inspection and, when applicable, issue a Certificate of Occupancy, only after the special inspector's Final Report has been submitted and approved, and all required City inspections have been approved.

PART 1 – STATEMENT OF SPECIAL INSPECTIONS

When special inspection is required to be performed in accordance with International Building Code Chapter 17, a building permit cannot be issued until a statement of special inspections has been submitted by the registered design professional in responsible charge and approved by the Building Division. Pursuant to IBC Section 1705, the statement of special inspections shall identify the materials, systems, components and work requiring special inspection or testing; the type and extent of each special inspection; the type and extent of each test; additional requirements for seismic resistance special inspection or testing; and for each type of special inspection identification as to whether it will be continuous special inspection or periodic special inspection.

Check the items listed below for which special inspection is required to be performed as required by code (please refer to IBC sections indicated in parentheses) and complete and attach the related Schedule as required for each item checked.

- Shop fabrication of load-bearing members (1704.2.5)
- Special inspection is not required where the work is done on the premises of an approved fabricator (1704.2.5.2): *attach approved fabricator's certificate of compliance or registration by a nationally recognized accrediting authority as approved fabricator*
- Steel construction (1705.2): **attach Schedule A**
- Concrete construction (1705.3): **attach Schedule B**
- Masonry construction (1705.4): **attach Schedule C**
- Wood construction (1705.5): **attach Schedule D**
- Soils (1705.6): **attach Schedule E1**
- Driven Deep Foundations (1705.7): **attach Schedule E2**
- Cast In Place Deep foundations (1705.8): **attach Schedule E3**
- Helical Pile Foundations (1705.9): *Continuous Inspection Required*
- Vertical Masonry Foundation Elements (1705.4.2)
- Sprayed fire-resistant materials (1705.13): **attach Schedule F**
- Mastic and intumescent fire-resistant coatings (1705.14)
- Exterior insulation and finish systems (1705.15)
- Special cases (1705.1.1): **attach Schedule G**
- Smoke control systems (1705.17)

For Occupancy Categories III or IV check seismic resistance items listed below.

- Contractor's statement of responsibility for seismic resistance (1704.4): **attach Schedule H**
- Special inspections for seismic resistance (1705.11): **attach Schedule I**
- Structural testing for seismic resistance (1705.12): **attach Schedule J**

For structures assigned to Seismic Design Categories D, E or F check the item below as applicable.

- Structural observations for seismic resistance (1704.5.1): **attach Schedule K**

Responsible Design Professional's Name (Please Print)

Signature

Date

SCHEDULE A – STEEL CONSTRUCTION (SEE IBC TABLE 1705.2.2 AND SECTION 1705.2 EXCEPTIONS)

- 1. Periodic material verification of high-strength bolts, nuts and washers:
 - Identification markings to conform to ASTM standards specified in the approved construction documents.
 - Manufacturer's certificate of compliance required.
- 2. Inspection of high-strength bolting:
 - Periodic inspection of bearing-type connections.
 - Periodic inspection of slip-critical connections, turn-of-the-nut with match-making, direct-tension indicator or twist-off bolt methods.
 - Continuous inspection of slip-critical connections, calibrated wrench or turn-of nut without match-making.
- 3. Periodic material verification of structural steel:
 - Identification of markings to conform to AWS specification in the approved construction documents.
 - Manufacturer's certificate of compliance required.
- 4. Periodic material verification of weld filler materials:
 - Identification of markings to conform to AWS specification in the approved construction documents.
 - Manufacturer's certificate of compliance required.
- 5a. Inspection of structural steel welding:
 - Continuous inspection of complete and partial penetration groove welds.
 - Continuous inspection of multi-pass fillet welds.
 - Continuous inspection of single-pass fillet welds > 5/16".
 - Periodic inspection of single-pass fillet welds ≤ 5/16".
 - Periodic inspection of floor and deck welds.
 - Periodic inspection of welded studs not installed with an automatically timed stud welding machine per AWS D1.1 Section 7.
 - Periodic inspection of welded studs installed with an automatically timed stud welding machine per AWS D1.1 Sections 7 & 7.8.1.
- 5b. Inspection of reinforcing steel welding:
 - Periodic verification of weldability of reinforcing steel other than ASTM A 706.
 - Continuous inspection of reinforcing steel resisting flexural and axial forces in intermediate and special moment frames.
 - Continuous inspection of reinforcing steel in boundary elements of special concrete shear walls and shear reinforcement.
 - Continuous inspection of shear reinforcement.
 - Periodic inspection of other reinforcing steel.
- 6. Periodic inspection of steel frame joint details for compliance with approved construction documents:
 - Details such as bracing and stiffening.
 - Member locations.
 - Application of joint details at each connection.

SCHEDULE B – CONCRETE CONSTRUCTION (SEE IBC TABLE 1705.3 AND SECTION 1705.3 EXCEPTIONS)

- 1. Periodic inspection of reinforcing steel, including prestressing tendons, and placement.
- 2. Inspection of reinforcing steel welding in accordance with Schedule A, Item 5b. (*attach Schedule A*)
- 3. Continuous inspection of bolts installed in concrete where allowable loads have been increased.
- 4. Periodic verification of required design mix.
- 5. Continuously, when sampling of fresh concrete specimens for strength tests, perform slump and air content tests and determine temperature of concrete.
- 6. Continuous inspection of concrete and shotcrete for proper application techniques.
- 7. Periodic inspection for maintenance of specified curing temperature and techniques.
- 8. Inspection of prestressed concrete:
 - Continuous inspection of application of prestressing forces.
 - Continuous inspection of grouting of bonded prestressing tendons in the seismic force-resisting system.
- 9. Periodic inspection of erection of precast concrete members.
- 10. Periodic verification of in-situ concrete strength, prior to stressing of tendons in post-tensioned concrete and prior to removal of shores
- 11. Periodic inspection of formwork for shape, location and dimensions of the concrete member being formed.

Notes: _____

SCHEDULE C – MASONRY CONSTRUCTION (SEE IBC SECTION 1705.4 and EXCEPTIONS)

Required for engineered masonry

- 1. Verification as masonry construction begins:
 - Periodic verification of proportions of site-prepared mortar grout.
 - Periodic inspection of placement of masonry units and construction of mortar joints.
 - Periodic inspection of placement of reinforcement and connectors.
 - Periodic inspection of prestressing technique.
 - Periodic verification of grade and size of prestressing tendons and anchorages.
- 2. Inspections during masonry construction:
 - Periodic verification of the size and location of structural elements.
 - Periodic verification of the size and location of anchors, including other details of anchorage to masonry to structural members.
 - Periodic verification of the size, grade and type of reinforcement.
 - Continuous inspection of welding of reinforcing bars.
 - Periodic verification of protection of masonry during cold weather (<40 deg F) or hot weather (>90 deg F).
 - Periodic inspection of application and measurement of prestressing force.
- 3. Verification prior to grouting:
 - Periodic inspection of grout space prior to grouting.

- Periodic verification of placement of reinforcement and connectors and prestressing tendons and anchorages.
- Periodic verification of proportions of site-prepared grout and prestressing grout for bonded tendons.
- Periodic verification of construction of mortar joints.
- 4. Verification of grout placement to ensure compliance with code and construction document provisions:
 - Continuous inspection of grouting of prestressing bonded tendons.
- 5. Continuous observation of preparation of grout specimens, mortar specimens or prisms.
- 6. Periodic verification of compliance with required inspection provisions of the construction documents and approved submittals.

Notes: _____

SCHEDULE D – WOOD CONSTRUCTION (SEE IBC SECTION 1705.5)

- Shop fabrication of pre-fabricated wood structural elements.
- Periodic inspection of site-built assemblies.
 - For high-load diaphragms designed using Table 2306.2.1(2), periodic verification of sheathing panel grade and thickness, nominal size of framing members at adjoining panel edges, fastener diameter and length, the number of fastener lines and spacing between fasteners.

Notes: _____

SCHEDULE E1 – SOILS (SEE IBC TABLE 1705.6)

- Periodic verification that materials below footings are adequate to achieve the design bearing capacity.
- Periodic verification that excavations have extended to proper depth and have reached proper material.
- Periodic classification and testing of controlled fill materials.
- Continuous verification of use of proper materials, densities and lift thicknesses during placement and compaction of controlled fill.
- Prior to placement of controlled fill, periodically observe subgrade and verify that the site has been properly prepared.

Notes: _____

SCHEDULE E2 – DRIVEN DEEP FOUNDATIONS (SEE IBC TABLE 1705.7)

- Continuous verification that pile materials, sizes and lengths comply with the approved construction documents.
- Continuous determination of test pile capacities and additional load testing.
- Continuous observation of pile driving operations and maintenance of complete and accurate pile driving records for each pile.
- Continuous verification of placement locations and plumbness, confirm type and size of hammer, record number of blows per foot of penetration, determine required penetrations to achieve design capacity, record tip and butt elevations and document pile damage.
- For steel piles perform additional special inspections in accordance with IBC 1705.2 (*attach Schedule A*).
- For concrete piles and concrete-filled piles perform additional special inspections in accordance with IBC 1705.3 (*attach Schedule B*).
- For specialty piles, perform additional inspections as noted below.
- For augered uncased piles and caisson piles, perform inspections in accordance with IBC 1705.8 (*attach Schedule E3*).

Notes: _____

SCHEDULE E3 – CAST IN PLACE DEEP FOUNDATIONS (SEE IBC TABLE 1705.8)

- Continuous observation of drilling operations and maintenance of complete and accurate records for each element.
- Continuous verification that excavations have extended to proper depth and have reached proper material.
- Continuous verification of placement locations and plumbness; and confirm pier diameters, bell diameters (if applicable), lengths, embedment into bedrock (if applicable) and adequate end bearing capacity.
- For concrete elements perform additional special inspections in accordance with IBC 1705.3 (*attach Schedule B*).

Notes: _____

SCHEDULE F – SPRAYED FIRE-RESISTANT MATERIALS (SFRM)

- Verification in accordance with the manufacturer's written instructions of ambient temperature at the time of application, substrate conditions, and protection provided.
- Determination of the thickness of SFRM in accordance with ASTM E 605 as required by the approved fire-resistant design.
 - Sampling for determining the thickness of SFRM for floor, roof and wall assemblies shall be based on the average of not less than 4 measurements per 1,000 sq ft of the sprayed area of each floor or part thereof.
 - Sampling for determining the thickness of SFRM for structural framing members shall be not less than 25 percent of the structural members on each floor.
- Determination of the density of SFRM in accordance with ASTM E 605 as required by the approved fire-resistant design.
- Determination of the bond strength in accordance with ASTM E 736 of cured SFRM applied to structural elements shall not be less than 150 psf.
 - Sampling for determining bond strength in floor, roof or wall assemblies shall be based on the average of not less than one measurement per 10,000 sq ft of the sprayed area in each story.
 - Sampling for determining bond strength in structural framing members shall be not less than one sample for each type of structural member for each 10,000 sq ft of floor area in each story.

Notes: _____

SCHEDULE G – SPECIAL CASES

Required for construction materials and systems that are alternatives to materials and systems prescribed by the IBC, unusual design applications of materials described in the IBC, or materials and systems required to be installed in accordance with manufacturer's instructions that prescribe requirements not contained in the IBC or referenced standards. For each item checked below, check the required inspection or testing frequency.

- Post-installed anchors in concrete or masonry: Continuous Periodic
- Powder driven shot-in anchors: Continuous Periodic
- Shoring: Continuous Periodic
- Underpinning: Continuous Periodic
- Manufactured concrete block retaining wall systems: Continuous Periodic
- Insulated concrete form systems: Continuous Periodic
- Other: _____
- Other: _____
- Other: _____

Notes: _____

SCHEDULE H – CONTRACTOR’S STATEMENT OF RESPONSIBILITY FOR SEISMIC RESISTANCE

- Contractor’s statement of responsibility is attached containing the following for Contractor and each subcontractor responsible for the construction of the seismic-force-resisting system for which special inspection, testing or structural observations for seismic resistance are required as specified by the registered design professional on this Statement of Special Inspection and attached Schedule I, Schedule J or Schedule K:
 - Acknowledgement of awareness of the special inspection requirements contained in the Statement of Special Inspections and the attached Schedules.
 - Acknowledgement that control will be exercised to obtain conformance with the construction documents approved by the Building Division.
 - Procedures for exercising control within Contractor’s organization, the method and frequency of reporting and the distribution of the reports.
 - Identification and qualifications of the person(s) exercising such control and their position(s) in the organization.

- Contractor’s statement of responsibility is attached containing the following for Contractor and each subcontractor responsible for the erection or installation of each designated system for which special inspection, testing or structural observations for seismic resistance are required as specified by the registered design professional on this Statement of Special Inspection and attached Schedule I, Schedule J or Schedule K:
 - Acknowledgement of awareness of the special inspection requirements contained in the Statement of Special Inspections and the attached Schedules.
 - Acknowledgement that control will be exercised to obtain conformance with the construction documents approved by the Building Division.
 - Procedures for exercising control within Contractor’s organization, the method and frequency of reporting and the distribution of the reports.
 - Identification and qualifications of the person(s) exercising such control and their position(s) in the organization.

Notes: _____

SCHEDULE I –SPECIAL INSPECTIONS FOR SEISMIC RESISTANCE (SEE IBC SECTION 1705.11)

- Seismic-force-resisting systems in structures assigned to Seismic Design Categories C, D, E or F:
 - Continuous inspection of structural welding in accordance with AISC 341 for multi-pass or single-pass fillet welds > 5/16" .
 - Periodic inspection of structural welding in accordance with AISC 341 for multi-pass or single-pass fillet welds ≤ 5/16".
 - Periodic inspection of structural welding in accordance with AISC 341 for floor and roof deck welding.
 - Continuous inspection of structural wood during field gluing operations of elements of the seismic-force-resisting system.
 - Periodic inspection of fastening and anchoring of wood shear walls, shear panels and wood diaphragms where the fastener spacing is 4" on center or less.
 - Periodic inspection of fastening and anchoring of drag struts, braces and hold-downs.
 - Periodic inspection of welding of cold-formed steel framing elements.
 - Periodic inspection of fastening and anchoring of cold-formed steel walls, diaphragms, struts, braces and hold-downs.
- Cast in place deep foundations for buildings assigned to Seismic Design Categories C, D, E or F:
 - Periodic inspection of pier foundations during placement of reinforcement.
 - Continuous inspection of foundations during placement of concrete.
- Designated seismic systems for which the component importance factor, $I_p > 1.0$ in accordance with ASCE 7 section 13.1.3, in structures assigned to Seismic Design Categories D, E or F:
 - Periodic inspection during the anchorage of access floors or storage racks 8 ft or greater in height (*for anchors attach **Schedule G***).
 - Periodic verification of labeling, anchorage or mounting systems conform to the certificate of compliance (*for anchors attach **Schedule G***).
- Architectural components in structures more than 30 ft in height and assigned to Seismic Design Categories D, E or F:
 - Periodic inspection during erection and fastening of exterior nonbearing walls or cladding or veneer weighing more than 5 psf (*for anchors attach **Schedule G***).
 - Periodic inspection during erection and fastening of interior nonbearing walls weighing more than 15 psf or veneer weighing more than 5 psf (*for anchors attach **Schedule G***).
 - Periodic inspection of the installation and anchorage of suspended ceiling systems (*for anchors attach **Schedule G***).
- Mechanical and electrical components in structures assigned to Seismic Design Categories C, D, E or F:
 - Periodic inspection during anchorage of electrical equipment for emergency or standby power systems (*for anchors attach **Schedule G***).
 - Periodic inspection during the installation the anchorage of piping systems carrying flammable, combustible or highly toxic contents and their associated mechanical units (*for anchors attach **Schedule G***).
 - Periodic inspection of the anchorage of HVAC ductwork that will contain hazardous materials (*for anchors attach **Schedule G***).
 - Periodic inspection during the installation of vibration isolation systems where the construction documents require a nominal clearance of 0.25" or less between the equipment support frame and restraint.
- Periodic inspection during fabrication and installation of seismic isolator units and energy dissipation devices that are part of the seismic isolation system.

Notes: _____

SCHEDULE J – STRUCTURAL TESTING FOR SEISMIC RESISTANCE

- Seismic resistance testing for seismic-force-resisting systems in structures assigned to Seismic Design Categories C, D, E or F:
 - Verification of certified mill test reports for each shipment of reinforcing and prestressing steel used in reinforced concrete intermediate and special moment frames and special reinforced concrete or masonry shear walls.
 - Testing in accordance with ACI 318 for ASTM A 615 reinforcing steel used in reinforced concrete special moment frames and in wall boundary elements in structures assigned to Seismic Design Categories D, E or F.
 - Chemical tests in accordance with ACI 318 section 3.5.2 to determine weldability of ASTM A 615 reinforcing steel.
 - Nondestructive testing for structural steel as required by AISC 341. Acceptance criteria for nondestructive testing shall be as required in AWS D1.1 as specified by the registered design professional on the construction documents.
 - Ultrasonic testing for discontinuities behind and adjacent to welds after joint completion where subject to through-thickness weld shrinkage strains in base metal thicker than 1.5". Acceptance criteria for nondestructive testing shall be as required in ASTM A 435 or ASTM A 898 (Level 1 criteria) as specified by the registered design professional on the construction documents.
- Testing of seismic isolation system components in accordance with ASCE 7 section 17.8.

Notes: _____

SCHEDULE K – STRUCTURAL OBSERVATIONS FOR SEISMIC RESISTANCE

- Structural observations for structures classified as Occupancy Categories III or IV.
- Structural observations for structures with height greater than 75 ft above the base.
- Structural observations for structures when so designated by the registered design professional in responsible charge of the design.
- Structural observations for structures when specifically required by the Building Official.

Notes: _____

QUALIFICATIONS: The following are the testing agencies and special inspectors that will be retained to conduct tests and special inspections on this project. This form and all information requested must be submitted for review and approval by the Building Official prior to the start of any work. Permit Number # _____

Responsibility	Firm/Agency Name	Address, Phone #, E-mail
1) Special Inspection <i>(Submit qualifications of the Firm/Agency, including individual names, resume w/ work history and certifications for those individuals performing required inspections for review and approval)</i>		
2) Material Testing (for nondestructive testing: submit names, qualifications and certifications for review and approval)		
3) Soils Inspections (The Firm/Agency/Individuals performing the soils inspections must submit their qualifications for review and approval)		
4) Special Cases. (Submit qualifications of the Firm/Agency, including individual names, resume w/ work history and certifications for those individuals performing required inspections for review and approval)		

Note: If additional space is needed to show additional information please attach to the back of the Statement of Special Inspection. The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official and the Owner or the Owner's Agent, prior to commencing work.

Statement of Special Inspection (Firm/Personnel Change Form)

Notification of new Special Inspection Firm/Agency and/or Inspection Personnel, if applicable
(this document is to be completed and submitted to the Building Official when there is a change in Special Inspection Agency and/or personnel after the start of the project).

Permit Number _____

New Personnel:

Type or print name

Signature Date

New Personnel:

Type or print name

Signature Date

New Personnel:

Type or print name

Signature Date

New Personnel:

Type or print name

Signature Date

Note: Please attach to this Notification: qualifications of the Special Inspection Firm/Agency including individual names, resume w/ work history and certifications of those individuals performing required inspections for review and approval. The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official and the Owner or the Owner's Agent, prior to commencing work.

PART 2 – ACKNOWLEDGEMENTS

Owner or responsible design professional acting as Owner's agent, hereby acknowledges that it shall employ the Testing Agency or Testing Agencies and Structural Observer identified below who shall provide the special inspections, testing or structural observations as specified in the above Statement of Special Inspections during construction. Before a request for a final inspection can be granted or a Certificate of Occupancy issued by the Building Division, each Testing Agency or Structural Observer as identified below shall submit a final report to the Building Department documenting required special inspections and correction of any discrepancies noted in the inspections. (IBC Section 1704.2.4)

Owner Name (*Please Print*)

Owner's Signature*

Date

General Contractor Name (*Please Print*)

Contractor's Signature*

Date

Testing Agency "A" Name (*Please Print*)

Signature*

Date

Testing Agency "B" Name (*Please Print*)

Signature*

Date

Testing Agency "C" Name (*Please Print*)

Signature*

Date

Structural Observer's Name (*Please Print*)

Signature*

Date

Building Division Approval

Date

** Original (wet) signatures of the Registered Design Professional, Owner, and Contractor, each Testing Agency or their authorized representatives are required to be provided on this form.*