



BLD #	Received by
Date	Valuation

Special Inspection & Testing Agreement

To permit applicants or projects requiring special inspection and / or testing as per Chapter 17 of the 2012 International Building Code (IBC).

Project name	Building permit #
Address	Date

Before A Building Permit Can Be Issued: The registered design professional in responsible charge shall fill out this agreement in full. This is to include the name of the inspection agency, the full name of the applicable inspector for each category as well as their appropriate certification number (see the boxes on pages 3, 4 and 5).

Also attach to this form, as an added page, a copy of each listed inspector's current certificate.

Two copies of this form and the certificate copies are to be submitted to the City during the plan review (prior to the issuance of a building permit). If changes are made as to who will perform the special inspections, a new form shall be submitted to the Building Department for approval.

A pre-construction conference with the parties involved may be required to review the special inspection requirements and procedures. Please confirm this with your assigned Building Inspector.

Please Note: this special inspection is in addition to the regular inspections normally required for this project. In no way is a special inspection to be used as a substitute for any regular inspection.

Statement Of Special Inspections: In addition to this Agreement, a "Statement of Special Inspections" shall be provided per the currently adopted Building Code. This Statement shall be made a part of the approved permit plans, and be placed in a conspicuous location, such as the first page of the plans or the first page of the structural plans.

Special Inspectors: All special inspectors shall be approved by the Building Department prior to performing any duties. The special inspector shall provide proof of certification as a special inspector by the State of Utah for each inspection item. For specialty items, certifications provided by organizations other than the State may be accepted with approval from the Building Department. Special inspection and testing shall meet the minimum requirements of the currently adopted Building Code. The following conditions are also applicable:

A DUTIES & RESPONSIBILITIES OF THE SPECIAL INSPECTOR:

1 Observe work

The Special Inspector shall observe the work for conformance with the building department approved (stamped) design drawings and specifications and applicable workmanship provisions of the IBC. Architect/Engineer reviewed shop drawings and/or placing drawings may be used as an aid to the inspection. Special inspections are to be performed on a continuous basis. This means that the Special Inspector is on the site in the general area at all times observing the work requiring special inspection. Periodic inspections, if any, must have prior approval by the Building Department and shall be based on a separate written plan that has been reviewed and approved by the Building Department and the Project Engineer or Architect.

2 Report non-conforming items

The Special Inspector shall bring non-conforming items to the immediate attention of the General Contractor and note all such items in the Daily Report. If any item is not

resolved in a timely manner, or is about to be incorporated in the work, the special inspector shall immediately notify, by telephone or in person, the Building Department, the Project Engineer or Architect, and post a discrepancy notice.

3 Furnish daily reports

Special inspection reports are to meet the requirements of the currently adopted Building Code. Copies of each report are to be sent to the appropriate building inspector, noting the project address and permit number. Upon request, each special inspector shall complete and sign both the special inspector record and the daily report form for each day's inspections. Both are to remain on the job site with the General Contractor for review by the Building Department's inspector.

4 Furnish weekly reports

The Special Inspector or inspection agency shall furnish weekly reports of tests and inspections directly to the Building Department, Project Engineer or Architect, and others as designated. These reports must include the following:

- a Description of daily inspection and tests made with applicable locations
- b Listing of all non-conforming items
- c Report how non-conforming items were resolved or unresolved as applicable
- d Itemized changes authorized by the Project Architect, Engineer & Building Department, if not included in non-conformance items.

5 Furnish a final report

The Special Inspector or inspection agency shall submit a final signed report to the building department stating that all items requiring special inspection and/or testing were fulfilled and reported and, to the best of his/her knowledge, in conformance with the approved design drawings, specifications, approved change orders and the applicable workmanship provisions or the IBC. Items not in conformance, unresolved items or any discrepancies in inspection coverage (i.e., missed inspections, periodic inspections when continuous inspections were required, etc.) shall be specifically itemized in this final report.

B CONTRACTOR RESPONSIBILITIES

1 Notify the special inspector

The contractor is responsible for notifying the special inspector or agency regarding individual inspections for items listed in Section D of this agreement AND as noted on the building department approved plan. Adequate notice shall be provided so the special inspector has time to become familiar with the project.

2 Provide access to the approved plans

The contractor is responsible for providing the Special Inspector access to approved plans at the job site.

3 Retain special inspection records

The General Contractor is also responsible for retaining at the job site, all special inspection records submitted by the Special Inspector, and providing these records for review by the Building Department’s inspector upon request.

C OWNER’S RESPONSIBILITIES

- 1 The owner shall employ the engineer or architect responsible for the structural design or his designated engineer or architect to make visits to the job site to observe general compliance with the approved structural plans, specifications and change orders. The engineer or architect shall submit a statement, in writing, to the building official stating the job site visits have been made and that any deficiencies noted have been corrected. This shall not be construed to be a special inspection.

D BUILDING DEPARTMENT RESPONSIBILITIES

1 Approve special inspection

The building department shall approve all special inspectors and special inspection requests.

2 Monitor special inspection

Work requiring special inspection and the performance of special inspectors shall be monitored by the building department’s inspector. His/her approval must be obtained prior to placement of concrete or other similar activities in addition to those of the special inspector.

3 Issue Certificate of Occupancy

The building department may issue a Certificate of Occupancy after all special inspection reports and the final report has been submitted and accepted.

Approved Fabricators: Salt Lake City is using the qualifications set forth by the State of Utah Department of Facilities Construction and Management as criteria to qualify as an Approved Fabricator to perform work on projects permitted in Salt Lake City. The link to the DFCM website is: dfcm.utah.gov/downloads/bldg_official/approved_fabricator_requirements.pdf

Upon being listed on the State’s Approved Fabricator Roster: dfcm.utah.gov/downloads/bldg_official/approved_fabricator_list_11.pdf, fabricators will likewise be considered certified for Salt Lake City.

Only checked items are required

General Special Inspection Items

Areas requiring special inspection	Name of Agency	Name of Inspector	License / Certificate #
Fabricators			
Steel construction			
Welding			
Details			
High-strength bolts			
Concrete / shotcrete			
Materials			
Empirical masonry – Cat. IV			
Engineered masonry – Cat. I-III			
Engineered masonry – Cat. IV			
High-load diaphragms			
Soils			
Pile foundations			
Pier foundations			
Sprayed fire-resistant materials			
Fire-resistant coatings			
EIFS			
Smoke control			
Other			
Other			

Special Inspections For Seismic Resistance

Areas requiring special inspection	Name of Agency	Name of Inspector	License / Certificate #
Structural steel			
Structural wood			
Cold-formed steel framing			
Pier foundations			
Storage racks & access floors			
Architectural components			
Mechanical & electrical items			
Designated system verification			
Seismic isolation systems			
Inspections for seismic resistance are not required			

Testing For Seismic Resistance

	Name of Agency	Name of Inspector	License / Certificate #
Empirical masonry – Cat. I-III			
Empirical masonry – Cat. IV			
Engineered masonry – Cat. I-III			
Engineered masonry – Cat. IV			
Reinforcing & prestressing steel			
Structural steel			
Qualification of mechanical & electrical equipment			
Seismically isolated structures			
Testing for seismic resistance is not required			

Seal

Declaration by Architect / Engineer

I, the design professional in responsible charge for this project, declare that the above checked items are the limit to which special inspections are to be performed.

Signature

Date

Declaration by Owner

I, the Owner of the project, declare that the above listed firm(s) or individual(s) are hired by me to perform special inspections and testing for the project pursuant to IBC 1704.1. The listed firm(s) or individual(s) are designated by me to be responsible for the special inspection and testing of this project.

Signature

Date

Declaration by General Contractor

I, the General Contractor of the project, agree to comply with the "Contractor Responsibility" items noted above.

Signature

Date