SPECIAL INSPECTION PROPOSAL FORM

Note: this form must be completed by the Owner or Architect/Engineer of Record and approved by the Building Official prior to issuance of a Building Permit. The qualified individual special inspector must be identified along with their firm. The special inspector may not be employed by the contractor or anyone responsible for the construction work.

PROJECT DATE ____________________________

OWNER __________________________________ PERMIT APPLICATION NUMBER ______

PROPOSED SPECIAL INSPECTOR Firm: and Individual: ____________

(Please fill out one of these forms for each Special Inspector on this project. Attach proposed inspector's qualifications.)

PROPOSED TESTING AGENCIES __________________________________________________________

(Specify which category they are testing.)

TYPES OF INSPECTIONS REQUIRED: Check each type of inspection required by Architect/Engineer of Record as indicated on the approved building plans and specifications.

1. CONCRETE
   Inspection Scope & Schedule* __________________________________________________________
   Frequency of Sampling Materials ______________________________________________________
   Frequency of Testing ________________________________________________________________

2. BOLTS INSTALLED IN CONCRETE
   Inspection Scope & Schedule* __________________________________________________________
   ____________________________________________________________

3. SPECIAL MOMENT - RESISTING CONCRETE FRAME
   Inspection Scope & Schedule* __________________________________________________________
   ____________________________________________________________
   Frequency of Sampling Materials ______________________________________________________
   Frequency of Testing ________________________________________________________________

4. REINFORCING STEEL AND PRESTRESSED STEEL TENDONS
   Inspection Scope & Schedule* __________________________________________________________
   ____________________________________________________________
   Method of Testing ______________________________________________

5. WELDING
   A. SPECIAL MOMENT - RESISTING STEEL FRAMES
      Inspection Scope & Schedule* _________________________________________________________
      ____________________________________________________________
      Type of non-destructive testing ________________________________________________
      Frequency of Tests ____________________________________________________________
B. STRUCTURAL WELDING INCLUDING REINFORCING STEEL

Inspection Scope & Schedule* _____________________________

Type of non-destructive testing ___________________________

Frequency of Tests _____________________________________

6. HIGH-STRENGTH BOLTING

Inspection Scope & Schedule* _____________________________

Method of Testing _____________________________________

Frequency of Testing _________________________________

7. STRUCTURAL MASONRY

Inspection Scope & Schedule* _____________________________

Frequency of Sampling Materials __________________________

Frequency of Testing __________________________________

8. REINFORCED GYPSUM CONCRETE

Inspection Scope & Schedule* _____________________________

Frequency of Sampling Materials __________________________

Frequency of Testing __________________________________

9. INSULATING CONCRETE FILL

Inspection Scope & Schedule* _____________________________

Frequency of Sampling Materials __________________________

Frequency of Testing __________________________________

10. SPRAYED-ON FIREPROOFING

Inspection Scope & Schedule* _____________________________

Method of Inspection __________________________________

Frequency of Sampling Materials __________________________

Frequency of Testing __________________________________

11. PILING, DRILLED PIERS AND CAISSONS

Inspection Scope & Schedule* _____________________________

Method of Inspection __________________________________

12. SHOTCRETE

Inspection Scope & Schedule* ________________________________________________________________

Method of Inspection__________________________________________________________

Frequency of Sampling Materials______________________________________________

Frequency of Testing________________________________________________________

13. SPECIAL GRADING, EXCAVATION AND FILLING

Inspection Scope & Schedule* ________________________________________________________________

Method of Testing Soil Density____________________________________________________

14A. SPECIAL CASES TYPE:

Inspection Scope & Schedule* ________________________________________________________________

Method of Inspection__________________________________________________________

Other__________________________________________________________

14B. SPECIAL CASES TYPE:

Inspection Scope & Schedule* ________________________________________________________________

Method of Inspection__________________________________________________________

Other__________________________________________________________

SPECIAL INSPECTOR CERTIFICATION:
I hereby certify that I am qualified to perform the special inspection items marked above, that I will perform the special inspections at the appropriate times scheduled by the contractor and that I will submit weekly and final reports.

Special Inspector: __________________________ Date: __________________________

OWNER CERTIFICATION: (May be signed by Architect/Engineer of Record on Owner’s behalf.)
I hereby certify that I will employ the aforementioned Special Inspector to perform the inspections shown above.

Owner: __________________________ Date: __________________________

BUILDING OFFICIAL’S APPROVAL OF PROPOSAL OF SPECIAL INSPECTION:

Building Official: __________________________ Date: __________________________

Note:
Special Inspection weekly reports must be submitted to the owner and to the Building Official within 5 working days of the last day of the week being reported to avoid Suspension of the Building Permit and possible Stop Work Order. A monthly summary letter is required for overall status including any outstanding items that require follow-up. The final special inspection approval letter(s) must be submitted before use or occupancy. Any variation to the special inspection proposal requires prior approval of the Building Official.

*(extent of work inspected; continuous or periodic, frequency)