SEAoAR SI GL 03 – 01/01/2023

Arkansas Special Inspections Guidelines

In Accordance with the

2021 Arkansas Fire Prevention Code
(Based on 2021 International Building Code)

January 01, 2023

Structural Engineers Association of Arkansas

Arkansas Special Inspections Guidelines

PREFACE

The ***Arkansas Special Inspections Guidelines*** are intended to assist all parties involved in building projects in Arkansas to successfully comply with the Special Inspection requirements of the **2021 Arkansas Fire Prevention Code**, (2021 International Building Code in conjunction with the Arkansas State Amendments), hereafter referred to as the ***Building Code***. These parties include owners, building officials, design professionals, contractors and special inspectors. This publication including all forms are available at www.seaoar.org. For comments and or suggestions see www.seaoar.org for contact information.

The first edition of the guidelines, SEAoAR SI GL 01, was issued May 2010 based on the 2007 Arkansas Fire Prevention Code (2006 International Building Code). Those guidelines were later revised by the committee and adopted by the association in 2011. The second edition of the guidelines, SEAoAR SI GL 02, was issued January 2014 based on the 2012 Arkansas Fire Prevention Code (2012 International Building Code).

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Acknowledgments:

The Guidelines Committee wishes to take this opportunity to express our sincere appreciation to those organizations who donated their time and effort to the development and production of this document and also to those upon whose previous work on these guidelines were built.

Structural Engineering Association of Arkansas
Structural Engineering Association of Georgia
Code Officials of Arkansas

Disclaimer and Notice:

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FOREWORD

Special Inspection and Testing was introduced in Arkansas as a building code requirement with the adoption of 2002 Arkansas Fire Prevention Code (2000 International Building Code) and continues with the adoption of the 2021 Arkansas Fire Prevention Code (based on the 2021 International Building Code), hereafter referred to as the ***Building Code***.

SEAoAR SI GL 03 Arkansas Special Inspections Guidelines is to assist all parties involved in building projects in Arkansas to successfully comply with the special inspection requirements of the ***Building Code***. These parties include the owners, building officials, design professionals, contractors and special inspectors.

Special Inspection is the monitoring of the materials and workmanship critical to the integrity of the building structure. It is a review of the work of the contractors and their employees to ensure that the approved plans and specifications are being followed and that the relevant codes and referenced standards are being observed. The Special Inspection process is *in addition* to the inspections conducted by the Building Official or Authority Having Jurisdiction, structural observation by the Design Professional and any other test or inspections required by the Construction Documents.

Special inspections and tests are required to be performed by qualified, independent agents with special expertise as approved by the Building Official. The recommended minimum qualifications for Special Inspectors are indicated in Appendix E.

Special Inspections per ***Building Code*** Section 1704 are required to be provided on all professionally designed projects not meeting the exceptions described in Section 1704.2 or as determined by the Building Official.

As part of the general requirements in Section 1704 of the ***Building Code***, Special Inspections, a *Statement of Special Inspections* including a *Schedule of Special Inspection Services* shall be prepared by the Registered Design Professional in Responsible Charge and submitted to the Building Official at time of permit application. The Registered Design Professional for special inspections is typically the Architect. Often the Architect will take input from the structural, mechanical and electrical engineers and act as the overall Registered Design Professional in Responsible Charge for preparing and submitting the Statement of Special Inspections. If an architect is not involved in a project the lead engineer may be the Registered Design Professional in Responsible Charge.

In accordance with Section 1704.3 of the ***Building Code***, the *Statement of Special Inspections* shall include a *Schedule of Special Inspection Services* containing the following items:

1. The materials, systems, components and work required to have special inspection or tests by the Building Official or by the Registered Design Professional responsible for each portion of the work.
2. The type and extent of each special inspection.
3. The type and extent of each test.
4. Additional requirements for special inspection or testing for wind or seismic resistance as specified in Section 1705.12, 1705.13 and 1705.14.

5. For each type of special inspection, identification as to whether it will be continuous special inspection, periodic special inspection or performed in accordance with the notation used in the references standard where the inspections are defined.

Under certain tornado and high seismic resistant conditions, the *Statement of Special Inspections* shall also include additional special inspection and testing requirements for seismic and/or tornado resistance where required by ***Building Code*** Sections 1705.12, 1705.13 or 1705.14. Once engaged for a project, each contractor responsible for the construction of a seismic or tornado resistant system or component listed in the *Statement of Special Inspections* shall submit a written statement of responsibility to the Building Official and Design Professional in Responsible Charge prior to the commencement of work on the system or component.

The *Schedule of Special Inspection Services* must be maintained during the course of a construction project and reflect any changes. For example the Schedule shall be revised if a Special Inspection Agency changes during the course of the construction or if a change in a building material or technique requires a change in the Special Inspection requirements.

Special Inspectors, according to ***Building Code*** Section 1704.2, shall be employed by the Owner or the Owner's Authorized Agent, other than the contractor. To avoid any real or perceived conflicts of interest, it is recommended that the Owner, not the Design Professional, employ the Special Inspectors.

In addition, ***Building Code*** Section 1704.2.1 permits the Registered Design Professional in Responsible Charge and engineers of record to act as Special Inspectors. To avoid any real or perceived conflicts of interest, it is recommended that the Special Inspectors be an independent third party.

A Special Inspections Pre-Construction Meeting, either separate or as a topic within a general pre-construction meeting, may be helpful for communicating the requirements of the program, depending on the size and complexity of the project. A suggested special inspections pre-construction meeting checklist is included on page 9.

Structural Observations by a Registered Design Professional for Risk Category III or IV structures and certain high seismic or tornado resistant conditions shall also be provided where required by ***Building Code*** Section 1704.6. Structural Observations do not include or waive the responsibility for Special Inspections.

At the completion of work and prior to the issuing of the Certificate of Occupancy, a *Final Report of Special Inspections,* in accordance with ***Building Code*** Section 1704.2.4, shall be submitted to the Building Official. This report shall document the completion of all required special inspections and testing.

This Guideline describes the responsibilities and provides forms for all phases and all parties of the Special Inspection process.

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SPECIAL INSPECTION RESPONSIBILITIES

Owner Responsibilities:

The Owner or the Owner's Authorized Agent, other than the Contractor, shall:

1. Employ one or more approved agencies to provide Special Inspections and tests.
2. Submit to the Building Official a list of the individuals, approved agencies or firms intended to be retained for conducting special inspections (typically through the Contractor as part of the application for permit).

Design Professional in Responsible Charge Responsibilities:

The Design Professional shall:

1. Where engaged as the Owner's Agent, perform the duties noted above.
2. Prepare the Special Inspection program with the assistance of the structural, mechanical, and electrical engineers of record and architect of record.
3. Submit to the Building Official the Statement of Special Inspections (page A1), which shall include the Schedule of Special Inspection Services. (typically through the Contractor as part of the application for permit).
4. Respond to identified field discrepancies.

Building Official or Authority Having Jurisdiction Responsibilities:

The Building Official shall:

1. Obtain a *Statement of Special Inspections* prior to issuance of building permit.
2. Obtain a list of the individuals, agencies or firms intended to be retained for conducting special inspections.
3. Approve qualified special inspectors, firms and agencies in accordance with the ***Building Code***.
4. Determine if fabricators qualify as *approved fabricators* in accordance with ***Building Code*** Section 1704.2.5.
5. Obtain Special Inspection interim reports, certificates of compliance, and statements of responsibility in accordance with ***Building Code*** Section 1704.
6. Obtain *Final Report(s) of Special Inspections* (page A4) prior to issuance of a Certificate of Occupancy.

Approved Agency/ Special Inspectors Responsibilities:

The Special Inspectors shall:

1. Provide written documentation to the Building Official demonstrating their qualifications.
2. Notify the contractor of their presence and responsibilities at the job site.
3. Observe assigned work for which they are responsible for conformance with the plans and specifications.
4. Report nonconforming items to the immediate attention of the contractor for correction.
5. Write a discrepancy notice (page D2) about each nonconforming item containing:
    a. Description and exact location.
    b. Reference to applicable drawings and specifications.
    c. Resolution or corrective action taken and the date.

6. Provide timely reports (page D1) and furnish these reports directly to the Design Professional and the contractor. The reports should:
    a. Describe the special inspection and tests made, with locations.
    b. Indicate nonconforming items and their resolution.
    c. List unresolved items and parties notified.
    d. Itemize any changes authorized by the Design Professional.
7. Furnish interim reports to the Building Official and Design Professional at the frequency indicated on the *Statement of Special Inspections*.
8. Initial and date the "Date Completed" box in the *Schedule of Special Inspection Services* as the inspection and testing activities are completed.
9. Submit a signed *Final Report of Special Inspections* (page A4) stating that all required special inspections and testing were fulfilled and reported and that any outstanding discrepancies have been corrected.

Contractor/Construction Manager/Design Builder Responsibilities:

1. Submit all *Statement(s) of Responsibility* (page C1) where required by the *Statement of Special Inspections.*
2. Maintain the Schedule of Special Inspection Services at the project site and submit a copy to the Design Professional and the Building Official when all the services are complete.
3. Notify the Special Inspector(s) when special inspections are needed.
4. Coordinate the scheduling and timely notification of the specific individuals needed for the Special Inspection.
5. Provide direct access to the approved design drawings and specifications for the project, as well as any revisions.
6. Submit *Certificates of Compliance* and reports as indicated in Section 1704.5 (pages C2-C8) to the owner and the Building Official.
7. Provide safe access to the work to be inspected.
8. Maintain at the project site for use by the Special Inspectors at least one copy of:
    a. all required manufacturer's equipment Certificates of Compliance
    b. all shop drawings/submittals indicating seismic restraint design for all designated seismic systems.

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SPECIAL INSPECTION STEP-BY-STEP TIMELINE

The following is a suggested timeline for a project with special inspections. Some elements may not be applicable to all projects.

1. The Design Professional in Responsible Charge (hereafter referred to as the Design Professional) shall prepare the Special Inspection program with the assistance of the structural, mechanical, and electrical engineers of record and architect of record.

2. The Owner or the Owner's agent, other than the Contractor, shall employ the Approved Agency(s)/ Special Inspector(s).

3. The Design Professional shall submit to the Building Official (typically through the Contractor as a part of the application for permit) the *Statement of Special Inspections* (page A1), which shall include the *Schedule of Special Inspection Services* (pages B1 to B16). Where required, the *Statement of Special Inspections* shall include additional special inspection and testing requirements for seismic and/or tornado resistance (pages A2 & A3).

4. The Owner or the Design Professional acting as the Owner's agent shall submit to the Building Official (typically through the Contractor as a part of the application for permit) a list of the individuals, approved agencies or firms intended to be retained for conducting special inspections.

5. The Agency(s)/ Special Inspector(s) shall provide written documentation to the Building Official demonstrating their qualifications (page E1 to E4).

6. The Building Official shall approve the qualifications of the Special Inspectors and agencies in accordance with the ***Building Code***.

7. Where required by the *Statement of Special Inspections*, each contractor responsible for the construction or fabrication of a system or component described in the *Requirements for Tornado* or *Seismic Resistance* shall submit a *Statement of Responsibility* (page C1) to the Design Professional and the Building Official prior to the commencement of work.

8. The Contractor shall notify the Special Inspector(s) when work is ready for inspection.

9. The Special Inspector(s) shall inspect the work per the *Schedule of Special Inspection Services* (pages B1 to B16) and provide a timely report detailing the inspection and any deficiencies (pages D1 & D2). The Special Inspector(s) shall issue interim reports to the Design Professional and the Building Official as noted in the *Statement of Special Inspections.*

10. The Design Professional shall, as needed, respond to any discrepancies identified by the Special Inspector(s).

11. Each approved fabricator that is exempt from Special Inspection of shop fabrication and implementation procedures per section 1704.2.5 of the ***Building Code*** must submit *Fabricator's Certificate of Compliance* (pages C2 to C8) at the completion of fabrication to the contractor.

12. The Contractor shall remedy deficient work as construction progresses and prior to final inspection (page D2).

13. The Contractor shall submit *Certificates of Compliance* and reports (pages C2 to C8) in accordance with Section 1704.5 to the owner, the Design Professional, and the Building Official.

14. The Special Inspector(s) shall prepare and sign a *Final Report of Special Inspection*s (page A4) at the completion of the project.

15. The Contractor shall submit a copy of the completed *Schedule of Special Inspection Services* (pages B1 to B16) to the Design Professional and the Building Official.

16. The Building Official shall not issue a Certificate of Occupancy until the *Final Report(s) of Special Inspections* (page A4) for that phase of the work has been issued.

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Pre-Construction Meeting Checklist

Project Name: **Date:**

	The roles and responsibilities of the parties shall be discussed (see Arkansas Special Inspection Guidelines – Special Inspection Responsibilities)
	The Statement of Special Inspections shall be reviewed noting if the Requirements for Tornado or Seismic Resistance apply to the project and the frequency of the required interim report submittals.
	If applicable, the Contractor shall be directed to provide the Statement of Responsibility.
	The Special Inspection documents/forms shall be discussed and who must complete them. o Reports – SI(s) o Discrepancy Notice – SI(s) o Discrepancy Log - SI(s) / DPIRC o Test Results – SI(s) o Certificates of Compliance – GC o Final Report of Special Inspection - SI(s)
	All SI documents must be made available to the Building Inspector in an approved format. Paper copies must be maintained at the site for all Daily SI Field Reports and Daily Logs.
	If structural members are being fabricated off site by an Approved Fabricator, verify that the Fabricator conforms to the requirements set forth in IBC Section 1704.2.5. At the conclusion of the Approved Fabricator's work, the Fabricator shall submit Fabricator's Certificate of Compliance to SI. Otherwise fabricated work must be inspected at the Fabricator's shop per IBC Section 1704.2.5.
	A Special Non-Conforming Work Log (Discrepancy Log) on failed tests or inspections including mitigating actions and date items passed are required to be kept onsite until the Project completion.
	It shall be emphasized that the role of the Special Inspector is to verify that construction and construction materials are in compliance with the Construction Documents. The SI cannot approve or accept any deviation or change to the Construction Documents, only the Design Professional can approve or accept deviations or changes to the Construction Documents.
	Review procedures for Non-Conforming work.

General Notes:

Note 1: This checklist of Special Inspection agenda items is to be included in the agenda of the Pre-Construction Meeting.

Note 2: Prior to the Pre-Construction Meeting the Owner or the Owner's authorized agent, other than the contractor, shall engage the Special Inspector(s) (SI).

Note 3: Prior to the Pre-Construction Meeting the Design Professional In Responsible Charge (DPIRC) must have prepared and submitted to the Building Official the Statement of Special Inspections, which shall include the Schedule of Special Inspection Services.

Note 4: Prior to the Pre-Construction Meeting the Owner or the Owner's agent shall submit to the Building Official a list of the individuals, approved agencies or firms intended to be retained for conducting special inspections.

Note 5: Prior to the Pre-Construction Meeting the Building Official shall approve the qualifications of the Special Inspectors and agencies.

Note 6: Required attendees should include: Owner's representative, DPIRC, Contractor (GC), Building Official, Special Inspector representative and Architect and Engineer(s) of Record.

Note 7: Special Inspections Pre-Construction meeting is conducted by the A/E team with meeting minutes distributes within five (5) business days. Minutes shall include: written summary of items discussed, the Statement of Special Inspections, and attendee list with contact info for all parties required to attend.

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SPECIAL INSPECTIONS PROGRAM INSTRUCTIONS

The following are general requirements and instructions for processing the Special Inspection Program forms.

Overview:
The program consists of three primary forms that shall be filled out and submitted to the Building Official. The (1) *Statement of Special Inspections* and the (2) *Schedule of Special Inspections Services* forms are submitted for review prior to permit issuance. These documents shall be maintained in a central location at the project site. The *Schedule of Special Inspection Services* will need to be accessed on a regular basis by the special inspector(s) for the project. The (3) *Final Report(s) of Special Inspections* is submitted at the completion of construction. Several other forms that may be utilized are also included.

Statement of Special Inspections (Appendix A):
This form (page A1) provides the general project information. It identifies the project location, the architect of record, the structural, mechanical, and electrical engineers, and the registered design professional in responsible charge, referred to in the forms and hereafter as the Design Professional. Depending on the project organization, the Design Professional could be the project architect, a project engineer, or an independent third party representing the Owner. In accordance with section 1704.2 of the ***Building Code***, the Design Professional is responsible for preparation of the special inspection program and would complete the "Prepared by" section of this form.

This form establishes the frequency interim reports should be furnished. For complex projects, the Design Professional, or Building Official may attach a separate schedule listing the required report frequency. Additionally, the Building Official can request reports at a different frequency than the Design Professional. A copy of this form should be kept at the project site along with the *Schedule of Special Inspection Services.*

For large projects that are divided into multiple permit packages (foundation package, structural frame package, building package, etc.) the special inspection program submitted with each permit package would only contain the special inspection requirements for the scope of work associated with that permit package.

Schedule of Special Inspection Services (Appendix B):
This form provides a detailed and itemized list of which special inspection activities are required for the specific project and which individuals, firm, or agency will be performing the special inspection services associated with each required task. The project title should be inserted at the top of the form. The form lists the various tasks required by Chapter 17 of the ***Building Code*** and provides a column for the Design Professional to identify with a "yes" or "no" which items apply to the specific project.
The "Extent" column is where the Design Professional can provide additional information or detail regarding the scope of the special inspections. This column identifies which items require continuous inspection and which require periodic inspection as defined by the ***Building Code***. For periodic inspections, the frequency of inspection can be identified here, or it could be included in the project construction documents. Exceptions to a special inspection task may be noted in this column. Special instructions regarding how to perform inspections may also be included here. For more complex projects, this may be addressed by referring to another project document, such as the project specifications.

Multiple special inspectors may exist on one project. For example, a testing agency may perform the special inspection duties associated with testing welds, a registered structural engineer may perform special inspection duties associated with inspecting steel connections for conformance with the Construction Documents, and an architect may perform the special inspection duties associated with construction of the EIFS system. The multiple special inspectors are identified and numbered at the end of the form. The number next to the individual, firm, or agency's name would be listed in the schedule under the column heading "Agent" for the task that individual, firm, or agency will perform. In some instances, it may be desirable to have more than one special inspector involved in the same task. In this instance, the numbers for both parties would be listed adjacent to that task.

Minimum qualifications for each type of inspection and test are included in Appendix E. In cases where the complexity of the inspection or testing activity warrants additional expertise, the Design Professional may specify more stringent qualifications. For example, inspection by a structural engineer may be specified for complex concrete reinforcing steel.

The only column not filled in on the schedule at the time it is initially submitted should be the "Date Completed" column. When an individual special inspection task in the schedule is completed for the last time on the project and the special inspector performed their final review, inspection, or test of that item for the project, the special inspector shall initial and date the cell in the "Date Completed" column adjacent to the task. The schedule shall be maintained by the Contractor at the project site. At the conclusion of the project, a copy of the *Schedule of Special Inspection Services* form with the initials and date in the "Date Completed" column for each task relevant to the project shall be submitted, by the Contractor, to the Design Professional and the Building Official for comparison with the *Final Report(s) of Special Inspections.*

Projects requiring special *Requirements for Seismic and/or Tornado Resistance* should be identified at the end of the form for cross reference to the *Statement of Special Inspections*.

A commentary with specific requirements for each *Material / Activity* in the *Schedule* is included for assistance in completing the inspection program.

Contractors Forms (Appendix C):
These forms shall be completed by the fabricator or contractor responsible for each system or component and submitted to the owner, Design Professional and Building Official.

Final Report of Special Inspections (Appendix A):
This form (page A4) is submitted when all the special inspection requirements for a project have been fulfilled and all noted deficiencies have been corrected. Each special inspector corresponding to an agent number in the *Schedule of Special Inspection Services* will be required to complete a copy of this form for submittal to the Design Professional and the Building Official for their scope of work. The special inspection program will not be considered complete until forms from all agents have been submitted and received.

STATEMENT OF SPECIAL INSPECTIONS

(Completed by the Registered Design Professional in Responsible Charge)

PROJECT: _____

LOCATION: _____

PERMIT APPLICANT: _____

APPLICANT'S ADDRESS: _____

_____

ARCHITECT OF RECORD: _____

STRUCTURAL ENGINEER OF RECORD: _____

MECHANICAL ENGINEER OF RECORD: _____

ELECTRICAL ENGINEER OF RECORD: _____

REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE: _____

This Statement of Special Inspections is submitted in accordance with Section 1704.3 of the 2021 Arkansas Fire Prevention Code. It includes a *Schedule of Special Inspection Services* applicable to the above-referenced Project as well as the identity of the individuals, agencies, or firms intended to be retained for conducting these inspections. If applicable, it includes *Requirements for Seismic Resistance* and/or *Requirements for Tornado Resistance*.

Are *Requirements for Seismic Resistance* included in the *Statement of Special Inspections*?	☐ Yes	☐ No
Are *Requirements for Tornado Resistance* included in the *Statement of Special Inspections*?	☐ Yes	☐ No

The Special Inspector(s) shall keep records of all inspections and shall furnish interim inspection reports to the Building Official and to the Registered Design Professional in Responsible Charge at a frequency agreed upon by the Design Professional and the Building Official prior to the start of work. Discrepancies shall be brought to the immediate attention of the Contractor for correction. If the discrepancies are not corrected, the discrepancies shall be brought to the attention of the Building Official and the Registered Design Professional in Responsible Charge prior to completion of that phase of work. A *Final Report of Special Inspections* documenting required special inspections and corrections of any discrepancies noted in the inspections shall be submitted to the Building Official and the Registered Design Professional in Responsible Charge at the conclusion of the project.

Frequency of interim report submittals to the Registered Design Professional in Responsible Charge:

__Weekly __Bi-Weekly __Monthly Other; specify:_____

The Special Inspection program does not relieve the Contractor of the responsibility to comply with the Contract Documents. Jobsite safety and means and methods of construction are solely the responsibility of the Contractor.

Statement of Special Inspections Prepared by:

Preparer's Seal

_____
Type or print name

_____
Signature Date

Building Official's Acceptance:

_____
Signature Date

Permit Number:

Frequency of interim report submittals to the Building Official:

__Monthly __Bi- Monthly __Upon Completion Other; specify:_____

Statement of Special Inspections
Requirements for Seismic Resistance

See the Schedule of Special Inspections for inspection and testing requirements.

Seismic Design Category: ____

Statement of Special Inspection for Seismic Resistance Required (Yes/No): _____

Description of seismic force-resisting system subject to special inspection and testing for seismic resistance:
(Required for Seismic Design Categories B, C, D, E or F in accordance with Building Code Section 1705.13.1 through 1705.13.3, and 1705.14.1). Some systems not required in SDC B, see section 1705.13.

Description of designated seismic systems subject to special inspection, testing and qualification for seismic resistance:
(Required for architectural, electrical and mechanical systems and their components that require design in accordance with ASCE 7-16 Chapter 13, have a component importance factor, *Ip*, greater than one and are in Seismic Design Categories C, D, E or F, in accordance with Building Code Section 1705.13.4 and 1705.14.3.)

Description of additional components and systems requiring special inspections, testing and qualification for seismic resistance:
(Required for systems noted in Building Code Sections 1705.13.5 through 1705.13.9 and 1705.14.2 1705.11).

Statement of Responsibility:
Each contractor responsible for the construction or fabrication of a system or component described above must each submit a Statement of Responsibility (pg C1) in accordance with Building Code Section 1704.4.

Statement of Special Inspections
Requirements for Tornado Resistance

See the Schedule of Special Inspections for inspection and testing requirements

Design Wind Speed: _____m.p.h.
(The tornado design wind speed is 250 miles per hour for the entire state of Arkansas per FEMA P-361 and ICC 500.)

Wind Exposure Category: _____
(Wind Exposure Category C should be used to calculate wind pressures acting on community safe rooms and tornado shelters designed and constructed in accordance with FEMA P-361 and ICC 500.)

Statement of Special Inspection for Tornado Resistance Required (Yes/No): _____
(Required for community safe rooms and tornado shelters designed and constructed in accordance with FEMA P-361.)

Description of main wind force-resisting system subject to special inspection for wind resistance:
(Required for systems noted in Building Code Section 1705.12.1 and 1705.12.2)

Description of wind force-resisting components subject to special inspection for wind resistance:
(Required for systems noted in Building Code Section 1705.12.3)

Statement of Responsibility:
Each contractor responsible for the construction or fabrication of a system or component described above must each submit a Statement of Responsibility (pg C1) in accordance with Building Code Section 1704.4.

FINAL REPORT OF SPECIAL INSPECTIONS

(Completed by each Special Inspector)

PROJECT: _____

LOCATION: _____

PERMIT APPLICANT: _____

APPLICANT'S ADDRESS: _____

_____

ARCHITECT OF RECORD: _____

STRUCTURAL ENGINEER OF RECORD: _____

MECHANICAL ENGINEER OF RECORD: _____

ELECTRICAL ENGINEER OF RECORD: _____

REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE: _____

To the best of my information, knowledge, and belief, which are based upon observations or diligent supervision of our inspection services for the above-referenced Project, I hereby state that the special inspections or testing required for this Project, and designated for this Agent in the *Schedule of Special Inspection Services*, have been completed in accordance with the Contract Documents and approved design revisions.

The Special Inspection program does not relieve the Contractor of the responsibility to comply with the Contract Documents. Jobsite safety and means and methods of construction are solely the responsibility of the Contractor.

Interim reports submitted prior to this final report and numbered ___ to ___ form a basis for, and are to be considered an integral part of this final report. The following discrepancies that were outstanding since the last interim report dated _____ have been corrected:

_____

_____

_____

_____

_____

(Attach 8 ½"x11" continuation sheet(s) if required to complete the description of corrections)

Prepared By:

_____

Special Inspection Agent/Firm

_____

Type or print name of Special Inspector

_____

Signature Date

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
1705.1.1 Special Cases (work unusual in nature, including but not limited to alternative construction materials, unusual design applications, systems or materials with special manufacturer requirements. Attach 8 1/2x11 if needed).	Submittal review, shop(3) inspection and/or field inspection.				
1705.2 Structural Steel Construction					
1. Review the material test reports and certificates as listed in AISC 360-16, Section N3.2 for compliance with the construction documents	Submittal review		Each submittal		
2. Material verification of structural steel	Shop (3) and field inspection		Periodic		
3. Anchor Rods and other Embedment(s) (Verify diameter, grade, type, length, embedment. See 1705.3 for anchors)	Field inspection		Continuous		
4. Verify member locations, braces, stiffeners, and application of joint details at each connection comply with construction documents	Field inspection		Periodic		
5. Structural steel welding:					
a. Inspection tasks Prior to Welding (Observe, or perform for each welded joint or member, the QA tasks listed in AISC 360, Table N5.4-1)	Shop (3) and field inspection		Observe or Perform as noted (4)		
b. Inspection tasks During Welding (Observe, or perform for each welded joint or member, the QA tasks listed in AISC 360, Table N5.4-2)	Shop (3) and field inspection		Observe (4)		
c. Inspection tasks After Welding (Observe, or perform for each welded joint or member, the QA tasks listed in AISC 360, Table N5.4-3)	Shop (3) and field inspection		Observe or Perform as noted (4)		
d. Nondestructive testing (NDT) of welded joints: *see Commentary*					
1) Complete penetration groove welds at joints in materials 5/16" thick or greater in Risk Category III or IV	Shop (3) or field ultrasonic testing - 100%		Periodic		
2) Complete penetration groove welds at joints in materials 5/16" or greater in Risk Category II	Shop (3) or field ultrasonic testing - 10% of welds minimum		Periodic		
3) Thermally cut surfaces of access holes when material t > 2"	Shop (3) or field magnetic Particle or Penetrant testing		Periodic		

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
4) Welded joints subject to fatigue when required by AISC 360, Appendix 3, Table A-3.1	Shop (3) or field radiographic or Ultrasonic testing		Periodic		
5) Fabricator's NDT reports when fabricator performs NDT	Verify reports		Each submittal (5)		
6. Structural steel bolting:	Shop (3) and field inspection				
a. Inspection tasks Prior to Bolting (Observe, or perform tasks for each bolted connection, in accordance with QA tasks listed in AISC 360-16, Table N5.6-1)			Observe or Perform as noted (4)		
b.Inspection tasks During Bolting (Observe the QA tasks listed in AISC 360-16, Table N5.6-2)			Observe (4)		
1) Pre-tensioned and slip-critical joints					
a) Turn-of-nut with matching markings			Periodic		
b) Direct tension indicator			Periodic		
c) Twist-off type tension control bolt			Periodic		
d) Turn-of-nut without matching markings			Continuous		
e) Calibrated wrench			Continuous		
2) Snug-tight joints			Periodic		
c. Inspection tasks After Bolting (Perform tasks for each bolted connection in accordance with QA tasks listed in AISC 360, Table N5.6-3)			Perform (4)		
7. Inspection of steel elements of composite construction prior to concrete placement in accordance with SDI QA/QC tasks listed in Section 1705.2.2 for steel deck and AISC 360-16, Table N5.4-2 Section N5 for welding Headed stud anchors	Shop (3) and field inspection and testing		Observe or Perform as noted (4)		
a. Placement and installation of steel headed stud anchors			Periodic		
1705.2.2 Cold-formed Steel Deck (shall be performed according to the requirements of SDI QA/QC)					
1. Inspection or Execution Tasks Prior and After Deck Placement according to Table 1.1 & 1.2 of SDI QA/QC:					
a. Identification markings	Field inspection		Periodic		
b. Manufacturer's certified test reports, deck profile and thickness	Submittal Review		Each submittal		
c. Verify deck installation per construction documents	Field inspection		Periodic		
2. Inspection Prior, During & After Welding of Steel Deck according to Table 1.3, 1.4 & 1.5 of SDI QA/AC:					

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
a. Prior (Table1.3): Welding procedure Specifications (WPS) available, Manufacturer's certifications for welding consumables available, Material identification (type/grade), welding equipment check.	Field inspection		Periodic		
b. During (Table 1.4): Qualified welders, Environmental Conditions, WPS followed	Field inspection		Periodic		
c. After (Table 1.5): Verify size and location of welds, including support, sidelap, and perimeter welds	Field inspection		Periodic		
d. After (Table 1.5): Welds meet visual acceptance criteria	Field inspection		Periodic		
e. After (Table 1.5): Verify repair activities and Document acceptance or rejection of welds	Field inspection		Periodic		
3. Inspection Prior, During & After Mechanical Fastening of Steel Deck according to Table 1.6, 1.7 & 1.8 of SDI QA/AC:					
a. Prior (Table1.6): Manufacturer installation instructions available for mechanical fasteners, Proper tools available for fastener installation, Proper storage for mechanical fasteners	Field inspection		Periodic		
b. During (Table 1.7): Fasteners are positioned as required and fasteners are installed according to manufacturer's instructions	Field inspection		Periodic		
c. After (Table 1.8): Check spacing, type, and installation of support, sidelap, and perimeter fasteners.	Field inspection		Periodic		
d. After (Table 1.8): Verify repair activities and Document acceptance or rejection of mechanical fasteners	Field inspection		Periodic		
1705.2.3 Open-web Steel Joist and Joist Girders (Table 1705.2.3)					
1. Installation of open-web steel joists and joist girders.					
a. End connections - welding or bolted	Field inspection		Periodic		
b. Bridging - horizontal or diagonal	Field inspection		Periodic		
1705.2.4 Cold-formed Steel Trusses spanning 60 feet or greater					
1. Verify temporary and permanent restraint/bracing are installed in accordance with the approved truss submittal package.	Field inspection		Periodic		

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PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
1705.3 Concrete Construction					
1. Inspection of reinforcement, including prestressing tendons, and verify placement. Placement includes reinforcing bar size, shape, spacing, cover, embedment, orientation, bar length, and splices per the construction documents and approved placement drawings.	Field inspection		Periodic		
2. Reinforcing bar welding					
a. Verify weldability of reinforcing bars other than ASTM A706	Field inspection		Periodic		
b. Inspect single-pass fillet welds, maximum 5/16"	Field inspection		Periodic		
c. Inspect fillet welds >5/16" and other weld types	Field inspection		Continuous		
3. Inspection of anchors cast in concrete	Shop (3) and field inspection		Periodic		
4. Inspection of anchors and reinforcing steel post-installed in hardened concrete: Per research reports requirements	Field inspection		Periodic or as required by the research report issued by an approved source		
a. Adhesive anchors installed horizontally or in upwardly inclined orientations to resist sustained tension loads.	Field inspection		Continuous		
b. Mechanical anchors and adhesive anchors not defined in 4.a.	Field inspection		Periodic		
5. Verify use of approved design mix	Shop (3) and field inspection		Periodic		
6. Prior to concrete placement, fabricate specimens for strength tests, perform slump and air content tests and determine temperature of concrete	Shop (3) and field inspection		Continuous		
7. Inspection of concrete and shotcrete placement for proper application techniques	Shop (3) and field inspection		Continuous		
8. Inspection for maintenance of specified curing temperature and techniques	Shop (3) and field inspection		Periodic		
9. Inspection of prestressed concrete:	In-plant or field review				
a. Application of prestressing forces			Continuous		
b. Grouting of bonded prestressing tendons in the seismic-force-resisting system			Continuous		
10. Inspect erection of precast concrete members	Field inspection		Periodic		

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
11. For precast concrete diaphragm connections or reinforcement at joints classified as moderate or high deformability elements (MDE or HDE) in structures assigned to Seismic Design Category C, D, E or F, inspection such connections and reinforcement for:					
a. Installation of the embedded parts	Field inspection		Continuous		
b. Completion of the continuity of reinforcement across joints	Field inspection		Continuous		
c. Completion of connections in the field.	Field inspection		Continuous		
12. Inspect installation tolerances of precast concrete diaphragm connections for compliance with ACI 550.5	Field inspection		Periodic		
13. Verification of in-situ concrete strength, prior to stressing of tendons in post tensioned concrete and prior to removal of shores and forms from beams and structural slabs.	Field testing and review of laboratory reports		Periodic		
14. Inspection of formwork for shape, lines, location and dimensions	Field inspection		Periodic		
15. Concrete strength testing and verification of compliance with construction documents	Field testing and review of laboratory reports		Periodic		
16. For post-tensioned concrete, inspect cutting of tendon tail, installation of encapsulation cap and filling of stressing pocket in accordance with the construction documents and the post tensioning installation drawings.	Field inspection		Continuous		

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
1705.4 Masonry Construction					
(A) Level 1, 2 and 3 Quality Assurance:					
1. Prior to constructuction, verification of compliance of submittals	Submittal review		Periodic		
(B) Level 2 Quality Assurance:					
1. Verification of f'_m and f'_{AAC} prior to construction	Testing by unit strength method or prism test method		Periodic		
(C) Level 3 Quality Assurance:					
1. Verification of f'_m and f'_{AAC} prior to construction and for every 5,000 SF during construction	Testing by unit strength method or prism test method		Periodic		
2. Verification of proportions of materials in premixed or preblended mortar, prestressing grout, and grout other than selfconsolidating grout, as delivered to the project site	Field inspection		Continuous		
(D) Levels 2 and 3 Quality Assurance:					
1. Verification of Slump Flow and Visual Stability Index (VSI) of selfconsolidating grout as delivered to the project	Field testing		Continuous		
2. Verify proportions of site-mixed mortar, grout and prestressing grout for bonded tendons	Field Inspection		Periodic		
3. Verify location, grade, type, and size of reinforcement and anchor bolts, and prestressing tendons and anchorages	Field Inspection		Periodic		
4. Verify prestressing technique	Field Inspection		Periodic		
5. Verify sample panel construction	Field Inspection		Periodic		
6. Verify placement of masonry units and mortar joint construction	Field Inspection		Periodic		
7. Verify placement of reinforcement, connectors, and prestressing tendons and anchorages	Field Inspection		Level 2 - Periodic		
			Level 3 - Continuous		
8. Verify grout space prior to grouting	Field Inspection		Level 2 - Periodic		
			Level 3 - Continuous		
9. Verify placement of grout and prestressing grout for bonded tendons	Field Inspection		Continuous		
10. Verify size and location of structural members	Field Inspection		Periodic		
11. Verify type, size, and location of anchors, including details of anchorage of masonry to structural members, frames, or other construction.	Field inspection		Level 2 - Periodic		
			Level 3 - Continuous		
12. Verify welding of reinforcement (see 1705.3.1)	Field inspection		Continuous		
13. Verify preparation, construction, and protection of masonry during cold weather (temperature below 40^o F) or hot weather (temperature above 90^o F)	Field inspection		Periodic		

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
14. Verify application and measurement of prestressing force	Field Inspection		Continuous		
15. Verify placement of AAC masonry units and construction of thin-bed mortar joints (first 5000 SF of AAC masonry)	Field inspection		Continuous		
16. Verify placement of AAC masonry units and construction of thin-bed mortar joints (after the first 5000 SF of AAC masonry)	Field inspection		Level 2 - Periodic		
			Level 3 - Continuous		
17. Verify properties of thin-bed mortar for AAC masonry (first 5000 SF of AAC masonry)	Field inspection		Continuous		
18. Verify properties of thin-bed mortar for AAC masonry (after the first 5000 SF of AAC masonry)	Field inspection		Level 2 - Periodic		
			Level 3 - Continuous		
19. Verify compliance of materials and procedures with the approved submittals	Field inspection		Periodic		
20. Observe preparation of grout specimens, mortar specimens, and/or prisms	Field inspection		Level 2 - Periodic		
			Level 3 - Continuous		
1705.5 Wood Construction					
1. Inspection of the fabrication process of wood structural elements and assemblies in accordance with Section 1704.2.5	In-plant review (3)		Periodic		
2. For high-load diaphragms, verification of grade and thickness of structural panel sheathing.	Field inspection		Periodic		
3. For high-load diaphragms, verify nominal size of framing members at adjoining panel edges, nail or staple diameter and length, number of fastener lines, and that spacing between fasteners in each line and at edge margins agrees with approved construction documents.	Field inspection		Periodic		
4. Metal-plate-connected wood trusses with overall heights of 60 inches or greater inspection shall be performed to verify that the installation of the permanent individual truss member restraint/bracing has been installed in accordance with the approved truss submittal package.	Field Inspection		Periodic		
5. Metal-plate-connected wood trusses with a clear span of 60 feet or greater, the special inspector shall verify during construction that the temporary installation restraint/bracing is installed in accordance with the approved truss submittal package.	Field inspection		Continuous		

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
6.Mass timber construction for elements in types IV-A, IV-B, and IV-C construction	Field inspection		Continuous		
a. Inspection of anchorage and connections of mass timber construction to timber deep foundation systems.	Field inspection		Periodic		
b. Inspect erection of mass timber construction	Field Inspection		Periodic		
c. Inspection of connections where installation methods are required to meet design loads.					
i. Threaded fasteners					
ia. Verify use of proper installation equipment	Field inspection		Periodic		
ib. verify use of pre-drilled holes where required	Field inspection		Periodic		
ic. Inspect screws, including diameter, length, head type, spacing, installation angle and depth	Field inspection		Periodic		
ii. Adhesive anchors installed in horizontal or upwardly inclined orientation to resist sustained tension loads	Field inspection		Continuous		
iii. Adhesive anchors not defined in preceding cell	Field inspection		Periodic		
iv. Bolted connections	Field inspection		Periodic		
v. Conceaed connections	Field inspection		Periodic		
1705.6 Soils					
1. Verify materials below shallow foundations are adequate to achieve the design bearing capacity.	Field inspection		Periodic		
2. Verify excavations are extended to proper depth and have reached proper material.	Field inspection		Periodic		
3. Perform classification and testing of controlled fill materials.	Field inspection		Periodic		
4. During fill placement, verify use of proper materials and procedures in accordance with the provisions of the approved geotechnical report. Verify densities, and lift thicknesses during placement and compaction of compacted fill	Field inspection		Continuous		
5. Prior to placement of controlled fill, observe subgrade and verify that site has been prepared properly	Field inspection		Periodic		
1705.7 Driven Deep Foundations					
1. Verify element materials, sizes and lengths comply with requirements	Field inspection		Continuous		
2. Determine capacities of test elements and conduct additional load tests, as required	Field inspection		Continuous		
3. Inspect driving operations and maintain complete and accurate records for each element	Field inspection		Continuous		

SCHEDULE OF SPECIAL INSPECTION SERVICES					
PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	**SERVICE**	**Y/N**	**EXTENT**	**AGENT***	**DATE COMPLETED**
4. Verify 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 any damage to foundation element	Field inspection		Continuous	`	
5. For steel elements, perform additional inspections per Section 1705.2	See Section 1705.2		See Section 1705.2		
6. For concrete elements and concrete-filled elements, perform additional inspections per Section 1705.3	See Section 1705.3		See Section 1705.3		
7. For specialty elements, perform additional inspections as determined by the registered design professional in responsible charge	Field inspection		In accordance with Statement of Special Inspections		
1705.8 Cast-in-Place Deep Foundations					
1.Inspect drilling operations and maintain complete and accurate records for each element	Field inspection		Continuous		
2. Verify placement locations and plumbness, confirm element diameters, bell diameters (if applicable), lengths, embedment into bedrock (if applicable) and adequate end-bearing strata capacity. Record concrete or grout volumes	Field inspection		Continuous		
3. For concrete elements, perform additional inspections in accordance with Section 1705.3	See Section 1705.3		See Section 1705.3		
1705.9 Helical Pile Foundations					
1. Verify installation equipment, pile dimensions, tip elevations, final depth, final installation torque and other data as required	Field inspection		Continuous		
2. Perform additional inspections and tests in accordance with the construction documents	Field Inspection and testing		In accordance with construction documents		
1705.11 Fabricated Items					
Inspection of fabricated items shall be performed in accordance with Section 1704.2.5					
1. List of fabricated items requiring special inspection during fabrication:	Shop Inspection				
2. List of fabricated items to be fabricated on the premesis of a fabricator approved to perform such work without special inspection:					

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
1705.12.1 Structural Wood Special Inspections For Wind (Tornado) Resistance					
1. Inspection of field gluing operations of elements of the main windforce-resisting system	Field inspection		Continuous		
2. Inspection of nailing, bolting, anchoring and other fastening of elements of the main windforce-resisting system	Shop (3) and field inspection		Periodic		
1705.12.2 Cold-formed Steel Special Inspections For Wind (Tornado) Resistance					
1.Inspection during welding operations of elements of the main windforce-resisting system	Shop (3) and field inspection		Periodic		
2.Inspections for screw attachment, bolting, anchoring and other fastening of elements of the main windforce-resisting system	Shop (3) and field inspection		Periodic		
1705.12.3 Wind-resisting Components					
1. Roof covering, roof deck and roof framing connections	Shop (3) and field inspection		Periodic		
2. Exterior wall covering and wall connections to roof and floor diaphragms and framing.	Shop (3) and field inspection		Periodic		
1705.13.1 Structural Steel Special Inspections for Seismic Resistance					
1. Fabricator and erector documents (Verify reports and certificates as listed in AISC 341-16,Section J2 for compliance with construction documents)	Submittal Review		Each submittal		
2. Structural steel welding:					
a. Inspection tasks Prior to, During and After Welding (Observe, or perform for each welded joint or member, the QA tasks listed in AISC 341-16, Table J6.1, J6.2 & J6.3)	Shop (3) and field inspection		Observe or Perform as noted (4)		
b. Nondestructive testing (NDT) of welded joints in accordance with AISC 341-16, Section J6.2.	Shop (3) and field testing		Periodic		
3. Structural steel bolting:					
a. Inspection tasks Prior to, During and After Bolting (Observe, or perform tasks for each bolted connection, in accordance with QA tasks listed in AISC 341-16, Table J7.1, J7.2 & J7.3)	Shop (3) and field inspection		Observe or Perform as noted (4)		

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
4. Other Steel Structure Inspections, in accordance with QA tasks listed in AISC 341-16, Table J8.1:					
a. RBS requirements	Shop (3) and field inspection		Observe (4)		
b. Protected zones	Shop (3) and field inspection		Observe (4)		
5. Composite construction:					
a. Inspection tasks Prior to, During and After Concrete Placement (Observe, or perform tasks, in accordance with QA tasks listed in AISC 341-16, Table J9.1, J9.2 & J9.3)	Field inspection		Observe (4)		
6. H-Piling:					
a. Inspection of H-piling in accordance with AISC 341-16, Table J10.1	Field Inpsection		Periodic		
1705.13.2 Structural Wood Special Inspections for Seismic Resistance					
1. Inspection of field gluing operations of elements of the seismic-force resisting system	Field inspection		Continuous		
2. Inspection of nailing, bolting, anchoring and other fastening of components within the seismic-force-resisting system	Shop (3) and field inspection		Periodic		
1705.13.3 Cold-formed Steel Light-Frame Construction Special Inspections for Seismic Resistance					
1. Inspection during welding operations of elements of the seismic force-resisting system	Shop (3) and field inspection		Periodic		
2. Inspections for screw attachment, bolting, anchoring and other fastening of components within the seismic force-resisting system	Shop (3) and field inspection		Periodic		
1705.13.4 Designated Seismic System Verification					
Inspect and verify that the component label, anchorage or mounting conforms to the certificate of compliance in accordance with 13.2.2 of ASCE 7-16	Field inspection		Periodic		
1. Architectural Designated Seismic Systems (per ASCE 7-16)					
a. Interior non-structural partition walls and connections	Field Inspection		Periodic		
b. Parapets	Field Inspection		Periodic		
c. Chimneys	Field Inspection		Periodic		
d. Exterior non-structural walls elements and connections	Field Inspection		Periodic		
e. Veneer	Field Inspection		Periodic		
f. Suspended Ceiling Systems	Field Inspection		Periodic		
g. Cabinets	Field Inspection		Periodic		
h. Storefront and curtainwall framing	Field Inspection		Periodic		
i. Access Floors	Field Inspections		Periodic		
j. Glass in glazed interior and exterior storefront and curtainwall systems	Field Inspection		Periodic		
k. Laboratory Equipment	Field Inspection		Periodic		

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
2. Mechanical & Electrical Designated Seismic Systems (per ASCE 7-16)					
a. Mechanical and Electrical Components					
1) Air-side HVAC fans, air handlers, air conditioning units, cabinet heaters, air distribution boxes, and other mechanical components constructed of sheet metal framing	Field Inspection		Periodic		
2) Wet side HVAC, boilers, furnaces, atmospheric tanks and bins, chillers, water heaters, heat exchangers, evaporators, air separators, manufacturing or process equipment and other mechanical components constructed of high-deformability materials	Field Inspection		Periodic		
3) Engines, turbines, pumps, compressors, and pressure vessels	Field Inspection		Periodic		
4) Elevator and escalator components	Field Inspection		Periodic		
5) Generators, batteries, invertors, motors, transformers, and other electrical components constructed of high deformability materials	Field Inspection		Periodic		
6) Motor control centers, panel boards, switch gear, instrumentation cabinets, and other components constructed of sheet metal framing	Field Inspection		Periodic		
7) Communication equipment, computers, instrumentation and controls	Field Inspection		Periodic		
8) Roof mounted stacks, cooling and electical towers	Field Inspection		Periodic		
9) Light fixtures	Field Inspection		Periodic		
b. Vibration Isolated Components & Systems					
1) Components and systems isolated using neoprene elements and neoprene isolated floors with built-in or separate elastomeric snubbing devices or resilient perimeter stops	Field Inspection		Periodic		
2) Spring isolated components and systems closely restrained using built in or separate elastomeric snubbing devices or resilient perimeter stops	Field Inspection		Periodic		
3) Internally isolated systems and supports	Field Inspection		Periodic		
4) Suspended vibration isolation equipment including in-line duct devices and suspended internally isolated components	Field Inspection		Periodic		

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MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
c. Distribution Systems					
1) Piping and tubing including in-line components	Field Inspection		Periodic		
2) Ductwork, including in–line components	Field Inspection		Periodic		
3) Electrical conduit and cable trays	Field Inspection		Periodic		
4) Bus ducts					
5) Plumbing	Field Inspection		Periodic		
6) Pneumatic tube transport systems	Field Inspection		Periodic		
7) Fire Protection Sprinkler Pipe System	Field Inspection		Periodic		
1705.13.5 Architectural Components Special Inspections for Seismic Resistance					
1. Inspection during the erection and fastening of exterior cladding and interior and exterior veneer.	Field inspection		Periodic		
2. Inspection during the erection and fastening of interior and exterior non load bearing walls.	Field inspection		Periodic		
3. Inspection during anchorage of access floors	Field inspection		Periodic		
1705.13.6 Plumbing, Mechanical and Electrical Components Special Inspections for Seismic Resistance					
1. Inspection during the anchorage of electrical equipment for emergency or standby power systems.	Field inspection		Periodic		
2. Inspection during the anchorage of other electrical equipment.	Field inspection		Periodic		
3. Inspection during installation and anchorage of piping systems designed to carry hazardous materials, and their associated mechanical units	Field inspection		Periodic		
4. Inspection during the installation and anchorage of ductwork designed to carry hazardous materials	Field inspection		Periodic		
5. Inspection during the installation and anchorage of vibration isolation systems.	Field inspection		Periodic		

SCHEDULE OF SPECIAL INSPECTION SERVICES					
PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
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MATERIAL / ACTIVITY	**SERVICE**	**Y/N**	**EXTENT**	**AGENT***	**DATE COMPLETED**
6. Inspection during the installation of mechanical and electrical equipment, including duct work, piping systems and their structural supports, where automatic fire sprinkler systems are installed to verify on of the following:					
a. Minimum clearances have been provided as required by Section 13.2.3 ASCE 7	Field inspection		Periodic		
b. A nominal clearance of not less than 3 inches has been provided between fire protection sprinkler system drops and sprigs and; structural members not used collectively or independently to support the sprinklers; equipment attached to the building structure; and other systems piping	Field inspection		Periodic		
1705.13.7 Storage Racks for Seismic Resistance					
Steel storage racks 8 feet or greater in height					
1. Materials used, to verify compliance with one or more of the material test reports in accordance with the approved construction documents	Field inspection		Periodic		
2. Fabricated storage rack elements.	Field inspection		Periodic		
3. Storage rack anchorage installation.	Field inspection		Periodic		
4. Completed storage rack system, to indicate compliance with the approved construction documents	Field inspection		Periodic		
1705.13.9 Cold-formed Steel Special Bolted Moment Frames					
Inspection during the installation of cold-formed steel special bolted moment frames	Shop and field inspection		Periodic		
1705.14.1 Structural Steel Testing and Qualification for Seismic Resistance					
Test structural steel in the seismic force-resisting system in accordance with the quality assurance requirements of AISC 341	Shop (3) and field testing		Per AISC 341		

SCHEDULE OF SPECIAL INSPECTION SERVICES

PROJECT	(Completed by the Registered Design Professional in Responsible Charge)				
		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
1705.14.2 Seismic Certification of Nonstructural Components					
Review certificate of compliance for designated seismic system components.	Certificate of compliance review		Each submittal		
1705.14.4 Seismic Isolation Systems					
Test seismic isolation system in accordance with ASCE 7 Section 17.8	Prototype testing		Per ASCE 7		
1705.15 Sprayed Fire-resistant Materials					
1. Verify surface condition preparation of structural members.	Field inspection		Periodic		
2. Verify application of sprayed fire-resistant materials.	Field inspection		Periodic		
3. Verify average thickness of sprayed fire-resistant materials applied to structural members.	Field inspection		Periodic		
4. Verify density of the sprayed fire-resistant material complies with approved fire-resistant design.	Field inspection and testing		Per Building Code section 1705.15.5		
5. Verify the cohesive/adhesive bond strength of the cured sprayed fire-resistant material.	Field inspection and testing		Per Building Code section 1705.15.6		
1705.16 Mastic and Intumescent Fire-Resistant Coatings					
Inspect mastic and intumescent fire-resistant coatings applied to structural elements and decks, in accordance with AWCI 12-B.	Field inspection		Periodic		
1705.17 Exterior Insulation and Finish Systems (EIFS)					
1. Verify materials, details and installations are per the approved construction documents	Field inspection		Periodic		
2. Inspection of water-resistive barrier coating over sheathing substrate	Field inspection		Periodic		
1705.18 Fire-Resistant Penetrations and Joints					
1. Inspect penetration firestop	Field testing		Per ASTM E 2174		
2. Inspect fire-resistant joint systems	Field testing		Per ASTM E 2393		
1705.19 Smoke Control Systems					
1. Leakage testing and recording of device locations prior to concealment.	Field testing		Periodic		
2. Prior to occupancy and after sufficient completion, pressure difference testing, flow measurements, and detection and control verification.	Field testing		Periodic		

SCHEDULE OF SPECIAL INSPECTION SERVICES

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		APPLICABLE TO THIS PROJECT			
MATERIAL / ACTIVITY	SERVICE	Y/N	EXTENT	AGENT*	DATE COMPLETED
1705.20 Sealing of mass timber					
1. Inspect sealants or adhesive application where required by Section 703.7	Field testing		Periodic		

* INSPECTION AGENTS	FIRM	ADDRESS	TELEPHONE NO.
1.			
2.			
3.			
4.			
5.			

Notes: 1. The inspection and testing agent(s) shall be engaged by the Owner or the Owner's Agent, not by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official prior to commencing work. The qualifications of the Special Inspector(s) and/or testing agencies are subject to the approval of the Building Official and/or the Design Professional.

2. The list of Special Inspectors may be submitted as a separate document, if noted so above.

3. Special Inspections as required by Section 1704.2.5 are not required where the fabricator is approved in accordance with IBC Section 1704.2.5.1

4. Observe on a random basis, operations need not be delayed pending these inspections. Perform these tasks for each welded joint, bolted connection, or steel element.

5. NDT of welds completed in an approved fabricator's shop may be performed by that fabricator when approved by the AHJ. Refer to AISC 360, N7.

Circle "Yes" or "No" as appropriate and date this document below:

Are *Requirements for Seismic Resistance* included in the *Statement of Special Inspections*? **Yes No**

Are *Requirements for Tornado Resistance* included in the *Statement of Special Inspections*? **Yes No**

DATE:

COMMENTARY ON SCHEDULE OF SPECIAL INSPECTION SERVICES	
MATERIAL / ACTIVITY	**COMMENTARY**
General	Other items may be added to the Schedule of Special Inspection Services at the discretion of the Design Professional and/or the Owner.
Definition: Special Inspection	Inspection of construction requiring the expertise of an approved special inspector in order to ensure compliance with this code and the approved construction documents.
Definition: Special Inspector	A qualified person employed or retained by an approved agency and approved by the building official as having the competence necessary to inspect a particular type of construction requiring special inspection.
Definition: Continuous Special Inspection	Special inspection by the special inspector who is present when and where the work to be inspected is being performed.
Definition: Periodic Special Inspection	Special inspection by the special inspector who is intermittently present where the work to be inspected has been or is being performed.
1704.2.5 Inspection of Fabricators	Required where structural load-bearing members are fabricated in a shop, except not required where fabricator is approved in accordance with section 1704.2.5.2. Where this exception is utilized, at the completion of fabrication, the fabricator shall submit a certificate of compliance stating that the work was performed in accordance with the approved construction documents.
1705.2 Steel Construction	
5.d. Non destructive testing (NDT) of welded joints	As a minimum for special inspections, AISC 360 Chapter N requires UT testing of complete joint penetration groove welds (CJP) subject to transversely applied tension loading in butt, T- and corner joints, in materials 5/16" (8mm) thick or greater. Further NDT testing, including UT testing of partial penetration groove welds (PJP) and magnetic particle or penetrant testing of fillet welds, may be added at the option of the engineer of record as a project requirement. AISC 360 Chapter N also allows reduction or increase in the rate of UT testing if approved by the engineer of record and by the authority having jurisdiction.
5.d. 3), Non destructive testing of thermally cut surfaces of access holes.	This requirement is intended to apply when the flange thickness of rolled shapes exceeds 2" or when the web thickness of built up shapes exceeds 2". Any crack shall be deemed unacceptable regardless of size or location.
5.d. 5), Review of fabricator's NDT reports.	NDT of welds completed in an approved fabricator's shop may be performed by that fabricator only when approved by the authority having jurisdiction. Special Inspections include review of reports of all NDT testing done by the fabricator.
1705.2.2 Cold-formed Steel Deck	(shall be perform according to the requirements of SDI QA/QC)
2.a. Floor and roof cold-formed steel deck welds.	Field welding of deck in accordance with AWS D1.3, SDI C, SDI NC, and SDI RD.
3 Floor and roof cold-formed steel deck mechanical Fasteners.	Installation of mechanical fasteners in accordance with SDI C, SDI NC, SDI RD, and manufacturer's instructions.
1705.3 Concrete Construction	Special Inspections are not required for certain isolated spread concrete footings, certain continuous concrete footings, nonstructural concrete slabs supported directly on the ground, and concrete foundation walls constructed in accordance with Table 1807.1.6.2. See Section 1705.3 for these specific exceptions. Special inspections are not required for any concrete patios, driveways and sidewalks, on grade.

COMMENTARY ON SCHEDULE OF SPECIAL INSPECTION SERVICES	
MATERIAL / ACTIVITY	**COMMENTARY**
10. Erection of precast concrete members.	Inspection of the erection of precast concrete has always been included in IBC, but no specific inspections have been indicated. Inspection of bolts and welds for precast concrete are covered in Section 1705.2 Steel Construction. Any specific precast erection inspection requirements should either be added to the project Special Inspection Schedule or Construction Documents. The following are some inspections that the Design Professional should consider: a. Verify member locations and joint details comply with construction and erection documents b. Verify proper bearing pad type and placement c. Verify placement of grout (including hot and cold weather procedures and that maximum specified number of levels to be placed before grouting are not exceeded) d. Verify joint widths are within specified tolerance where joints are to receive sealant e. Verify thread engagement and torque for mechanical connections
1705.4 Masonry Construction	Masonry construction shall be inspected and verified in accordance with TMS 402 and TMS 602 quality assurance program requirements. Exceptions: See 1705.4 Risk Categories: See 1604.5
Level 1 Quality Assurance	Masonry in Risk Category I, II, or III structures and designed in accordance with TMS 402 Part 4 (Prescriptive) or Appendix A (Emperical)
Level 2 Quality Assurance	1. Masonry in Risk Category IV structures and designed in accordance with TMS 402 Part 4 (Presecriptive) 2. Masonry in Risk Category I, II, or III structures and designed in accordance with TMS 402 Part 3, Appendix B or C (Engineered)
Level 3 Quality Assurance	Masonry in Risk Category IV structures and designed in accordance with TMS 402 Part 3, Appendix B or C (Engineered)
1705.5 Wood Construction	Special inspections of the fabrication process of prefabricated wood structural elements and assemblies shall be in accordance with Section 1704.2.5. High-load diaphragms designed in accordance with Section 2306.2 shall be installed with special inspections as indicated in Section 1704.2. Exception: Special inspections are not required for portions of structures designed and constructed in accordance with IBC Section 2308 unless the approved construction documents indicate otherwise.

COMMENTARY ON SCHEDULE OF SPECIAL INSPECTION SERVICES	
MATERIAL / ACTIVITY	**COMMENTARY**
1705.6 Soils	The approved geotechnical report and the construction documents prepared by the registered design professionals shall be used to determine compliance. Where Section 1803 does not require reporting of materials and procedures for fill placement, the special inspector shall verify that the in place dry density of the compacted fill is not less than 90 percent of the maximum dry density at optimum moisture content determined in accordance with ASTM D 1557.
1705.7 Driven Deep Foundations	The approved geotechnical report, and the construction documents prepared by the registered design professionals, shall be used to determine compliance.
1705.8 Cast-in-Place Deep Foundations	The approved geotechnical report, and the construction documents prepared by the registered design professionals, shall be used to determine compliance.
1705.9 Helical Pile Foundations	The approved geotechnical report, and the construction documents prepared by the registered design professional, shall be used to determine compliance.
1705.11 Fabricated Items	Special inspections of the fabricated items shall be performed during fabrication, except where the fabricator has been approved to perform work without special inspections in accordance with Section 1704.2.5.1.
1705.12 Special Inspections for Wind (Tornado) Resistance	Special inspection for Wind Resistance per IBC is typically only required in coastal areas subject to huricanne winds. In Arkansas, these design wind speeds (V_{asd} > 110 mph) would only be applicable to tornado resistant design.
1705.13.1 Structural Steel Special Inspections for Seismic Resistance	Mandatory in accordance with AISC 341 for the seismic force-resisting systems in Seismic Design Category B, C, D, E or F. Exceptions: 1. Structures assigned to Seismic Design Category B or C with structural steel systems not specifically detailed for seismic resistance with a Response Modification Coefficient, R, of 3 or less, excluding cantilever column systems.
1705.13.2 Structural Wood Special Inspections for Seismic Resistance	Mandatory for the seismic force-resisting systems in Seismic Design Category C, D, E or F. Exceptions: 1. Special inspection is not required for wood shear walls, shear panels and diaphragms, including nailing, bolting, anchoring and other fastening to other components of the seismic force-resisting system, where the lateral resistance is provided by structural sheathing, and the specified fastener spacing at the panel edges is more than 4 inches on center.

COMMENTARY ON SCHEDULE OF SPECIAL INSPECTION SERVICES	
MATERIAL / ACTIVITY	**COMMENTARY**
1705.13.3 Cold-formed Steel Light-Frame Special Inspections for Seismic Resistance	Mandatory for the seismic-force-resisting systems in Seismic Design Category C, D, E or F. Exceptions: 1. Sheathing is gypsum board or fiberboard. 2. Sheathing is wood structural panel or steel sheet on only one side and the fastener spacing of the sheathing is more than 4 inches on center.
1705.13.4 Designated Seismic Systems Verification	Definition, Designed Seismic Systems: Those nonstructural components that require design in accordance with ASCE 7 Chapter 13 and for which the component importance factor, Ip, is greater than 1 in accordance with ASCE 7 Section 13.1.3. The Schedule of Special Inspections lists all of the nonstructural components described in ASCE Chapter 13. Only those components that are Designated Seismic Systems require Speical Inspections.
Inspect and verify that that the component label, and anchorage or mounting conforms to the certificate of compliance in accordance with 1705.14.3.	Mandatory for Designated Seismic System components in structures assigned to Seismic Design Category C, D, E or F.
1705.13.5 Architectural Components Special Inspections for Seismic Resistance	
1. Inspection during the erection and fastening of exterior cladding, interior and exterior nonbearing walls and interior and exterior veneer.	Mandatory for structures assigned to Seismic Design Category D, E or F. Exceptions: 1. Not required for exterior cladding, interior and exterior nonbearing walls, and interior and exterior veneer 30 feet or less in height above grade or walking surface. 2. Not required for exterior cladding and interior and exterior veneers weighing 5 psf or less. 3. Not required for interior nonbearing walls weighing 15 psf or less.
2. Inspection during anchorage of access floors.	Mandatory for structures assigned to Seismic Design Category D, E or F.
1705.13.6 Plumbing, Mechanical and Electrical Components Special Inspections for Seismic Resistance	
1. Inspection during the anchorage of electrical equipment for emergency or standby power systems.	Mandatory for buildings assigned to Seismic Design Category C, D, E or F.
2. Inspection during the anchorage of other electrical equipment	Mandatory for buildings assigned to Seismic Design Category E or F.
3. Inspection during installation and anchorage of piping systems designed to carry hazardous materials and their associated mechanical units.	Mandatory for buildings assigned to Seismic Design Category C, D, E or F.
4. Inspection during the installation and anchorage of ductwork designed to carry hazardous materials.	
5. Inspection during the installation and anchorage of vibration isolation systems.	Mandatory for structures assigned to Seismic Design Category C, D, E or F, where the construction documents require a nominal clearance of 0.25 inches or less, between the equipment support frame and restraint.

COMMENTARY ON SCHEDULE OF SPECIAL INSPECTION SERVICES	
MATERIAL / ACTIVITY	**COMMENTARY**
6. Inspection during the installation of mechanical and electical equipment, including duct work, piping systems and their structural supports, where automatic fire sprinkler systems are installed to verify minimal clearances	Mandatory for buildings assigned to Seismic Design Category C, D, E or F where automatic fire sprinklers systems are installed.
1705.13.7 Storage Racks Special Inspections for Seismic Resistance	Mandatory for buildings assigned to Seismic Design Category D, E or F.
1705.13.8 Seismic Isolation Systems	Mandatory for all Seismically Isolated Structures. See ASCE 7 Section 17 for additional inspection and quality control requirements.
1705.13.9 Cold-formed steel special bolted moment frames	Mandatory for buildings assigned to Seismic Design Category D, E or F.
1705.14 Testing for Seismic Resistance	
1705.14.1 Structural Steel Testing and Qualification for Seismic Resistance	Mandatory in accordance with AISC 341 for the seismic force-resisting systems in Seismic Design Category B, C, D, E or F. Exceptions: 1. Structures assigned to Seismic Design Category B or C with structural steel systems not specifically detailed for seismic resistance with a Response Modification Coefficient, R, of 3 or less, excluding cantilever column systems.
1705.14.2 Seismic Certification of Nonstructural Components	Applies to architectural, mechanical and electrical components in structures assigned to Seismic Design Category B, C, D, E or F and where the requirements of ASCE 7 Section 13.2.1 are met by submittal of manufacturer's certification, in accordance with Item 2.
Review certificate of compliance.	Review the construction documents for the requirements for certification by analysis, testing or experience data for nonstructural components and designated seismic systems in accordance with ASCE 7 Section 13.2.
1705.14.4 Seismic Isolation Systems	Mandatory for all Seismically Isolated Structures. Test in accordance with ASCE 7 Section 17.8.
1705.15 Sprayed Fire-resistant Materials	Special inspection shall be based on the fire-resistance design as designated in a approved construction documents. See Section 1705.14 for specific inspection and testing requirements.
1705.16 Mastic and Intumescent Fire-Resistant Coatings	Special inspection shall be based on the fire-resistance design as designated in a approved construction documents and in accordance with the Association of the Wall and Ceiling Industry Technical Manual AWCI 12-B.
1705.17 Exterior Insulation and Finish Systems (EIFS)	Mandatory except for applications installed over masonry or concrete walls, or where installed over a water-resistive barrier with means of draining moisture to the exterior. Special inspection is required for the water-resistive barrier coating if installed over sheathing substrate.
1705.18 Fire-Resistant Penetrations and Joints	Mandatory in high-rise buildings or in buildings assigned to Risk Category III or IV.
1705.19 Smoke Control Systems	Mandatory by special inspection agencies having expertise in fire protection engineering, mechanical engineering and certification as air balancers.

Contractor's Statement of Responsibility

Each contractor responsible for the construction or fabrication of a main wind- or seismic force-resisting system, designated seismic system or a wind- or seismic-resisting component listed in the Statement of Special Inspections (Requirements for Seismic or Tornado Resistance) must submit a Statement of Responsibility, in accordance with the Building Code, Section 1704.4.

Project: _____

Contractor's Name: _____

Address: _____

License No.: _____

Description of building systems and components included in Statement of Responsibility:

_____
_____
_____
_____
_____
_____
_____

Contractor's Acknowledgement of Special Requirements

I hereby acknowledge that I have received, read, and understand the Statement of Special Inspections and Special Inspection program:

I hereby acknowledge that control will be exercised to achieve conformance with the approved construction documents.

_____
Name and Title (type or print)

_____ _____
Signature Date

Contractor's Provisions for Quality Control

Procedures for exercising control within the contractor's organization, the method and frequency of reporting and distribution of reports is attached to this Statement.

Identification and qualifications of the person(s) exercising such control and their position(s) in the organization are attached to this Statement

Fabricator's Certificate of Compliance

Each approved fabricator that is exempt from Special Inspection of shop fabrication and implementation procedures per section 1704.2.5.1 of the Building Code must submit *Fabricator's Certificate of Compliance* at the completion of fabrication.

Project: _____

Fabricator's Name: _____

Address: _____

Certification or Approval Agency: _____

Certification Number: _____

Date of Last Audit or Approval: _____

Description of structural members and assemblies that have been fabricated:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

I hereby certify that items described above were fabricated in strict accordance with the approved construction documents.

_____
Name and Title (type or print)

_____ _____
Signature Date

Attach copies of fabricator's certification or building code evaluation service report and fabricator's quality control manual.

Nonstructural Components Certificate of Compliance

For structures assigned to Seismic Category B, C, D, E, or F where the requirements of Section 13.2.1 of ASCE 7 for nonstructural components, supports or attachments are met by seismic qualification as specified by Item 2 described therein and as specified by the registered design professional.

Project: _____

Address: _____

Seismic Design Category: _____

Nonstructural Component: _____

Qualification Method: (Check all that apply)

a. Analysis: _____

b. Testing: _____

c. Experience Data: _____

Description of nonstructural component:

_____
_____
_____
_____
_____
_____
_____
_____

I hereby certify that the items described above meet the requirements specified by the registered design professional on the approved construction documents for seismic qualification as per Section 1704.5 of the Building Code
.

_____
Name and Title (type or print)

_____ _____
Signature Date

Attach copies of qualification method, building code evaluation service report or any other pertinent information.

Certificate of Compliance for Designated Seismic Systems

For structures assigned to Seismic Category C, D, E, or F and with designated seismic systems on the approved construction documents subject to the requirements of Section 13.2.2 of ASCE 7 whose requirements for certification are met by analysis, testing or experience data.

Project: _____

Address: _____

Seismic Design Category: _____

Designated Seismic System: _____

Certification Method: (Check all that apply)

a. Analysis: _____

b. Testing: _____

c. Experience Data: _____

Description of Designated Seismic System:

_____
_____
_____
_____
_____
_____
_____
_____

I hereby certify that the designated seismic system as described above meets the requirements specified on the approved construction documents as per Section 1704.5 of the Building Code
.

_____
Name and Title (type or print)

_____ _____
Signature Date

Attach documentation pertaining to certification method, building code evaluation service report or any other pertinent information.

Preconstruction Tests for Shotcrete

For preconstruction tests required by ACI 318-19 of the Building Code, certify that a shotcrete test panel has been shot, examined & tested as meeting the requirements of ACI 318-19. Report of preconstruction test shall be submitted as specified in Section 1704.5 to the building official prior to commencement of the project.

Project: _____

Fabricator's Name: _____

Address: _____

Certification or Approval Agency: _____

Certification Number: _____

Date of Last Audit or Approval: _____

Description of test panel (as necessary):

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

I hereby certify that the test panel described above were tested prior to commencement of the project in strict accordance with ACI 318-19 and the approved construction documents.

_____
Name and Title (type or print)

_____ _____
Signature Date

Attach copies of fabricator's certification of test results or building code evaluation service report and fabricator's quality control manual.

Steel Joist Fabricator's Certificate of Compliance

The steel joist fabricator that is exempt from Special Inspection of shop fabrication and implementation procedures per section 1704.2.5.1 of the Building Code must submit *Fabricator's Certificate of Compliance* at the completion of fabrication.

Project: _____

Fabricator's Name: _____

Address: _____

Certification or Approval Agency: _____

Certification Number: _____

Date of Last Audit or Approval: _____

Description of structural members and assemblies that have been fabricated:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

I hereby certify that items described above were fabricated in strict accordance with the approved construction documents and the current edition of the Steel Joist Institute (SJI) specifications as listed in Section 2207.5 of the Building Code
.

_____
Name and Title (type or print)

_____ _____
Signature Date

Attach copies of fabricator's certification or building code evaluation service report and fabricator's quality control manual.

Certificate of Compliance of Material Properties for Weldability of Reinforcement with a Standard Other than ASTM A706

Submit reports of material properties verifying compliance with requirements of AWS D1.4 for weldability as specified in Section 26.6.4 of ACI 318-19 for reinforcing bars in concrete complying with a standard other than ASTM A706 that are to be welded. Report shall be submitted as specified in Building Code Section 1704.5 to the building official.

Project: _____

Fabricator's Name: _____

Address: _____

Certification or Approval Agency: _____

Certification Number: _____

Date of Last Audit or Approval: _____

Description of material properties (as necessary):

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

I hereby certify that the material properties are in compliance as described above in strict accordance with AWS D1.4 and Section 1704.5 and the approved construction documents.

_____
Name and Title (type or print)

_____ _____
Signature Date

Attach copies of fabricator's certification of material properties or building code evaluation service report and fabricator's quality control manual.

Certificate of Compliance for Reports of Mill Tests for A615 Reinforcement Used in Seismic Force-Resisting Systems

Submit reports of mill tests in accordance with Section 20.2.2.5 of ACI 318-19 for reinforcing bars complying with ASTM A615 and used to resist earthquake-induced flexural or axial forces in the special moment frames, special structural walls or coupling beams connecting special structural walls of seismic force-resisting systems in structures assigned to Seismic Design Category B, C, D, E or F. Report shall be submitted as specified in Building Code Section 1704.5 to the building official.

Project: _____

Address: _____

Seismic Design Category: _____

Supplier's Name: _____

Supplier's Address: _____

Concrete Member Types & Location within Structure (as applicable):
Special Moment Frames:

_____

_____

Special Structural Walls:

_____

_____

Coupling Beams:

_____

_____

Other:

_____

_____

I hereby certify that the mill reports are in compliance as described above in strict accordance with Section 1704.5 and the approved construction documents.

_____
Name and Title (type or print)

_____ _____
Signature Date

Attach copies of supplier's mill test reports together with any other pertinent information.

SPECIAL INSPECTION REPORT

(Completed by Special Inspector)

PROJECT NAME / ADDRESS:
DATE OF INSPECTION:
INSPECTION TYPE(S) COVERAGE ☐ CONTINUOUS ☐ PERIODIC TIME BEGINNING INSPECTION: TIME ENDING INSPECTION:
DESCRIBE INSPECTIONS MADE, INCLUDING LOCATIONS:
LIST TESTS MADE:
LIST ITEMS REQUIRING CORRECTIONS, CORRECTIONS OF PREVIOUSLY LISTED ITEMS AND PREVIOUSLY LISTED UNCORRECTED ITEMS: PROVIDE COPIES OF DISCREPANCY NOTICES:
COMMENTS:
TO THE BEST OF MY KNOWLEDGE, WORK INSPECTED WAS IN ACCORDANCE WITH THE APPROVED DESIGN DRAWINGS, AND SPECIFICATIONS, EXCEPT AS NOTED ABOVE.

PRINTED FULL NAME	
NOTE BY "SPECIAL INSPECTOR" OR PROVIDE NAME OF TESTING AGENCY	

SIGNED:	DATE:
CERTIFICATION:	NUMBER:

One copy of this report to remain at job site with the contractor for review upon request.

DISCREPANCY NOTICE No. _____

SPECIAL INSPECTION DISCREPANCY NOTICE

(Completed by Special Inspector)

PROJECT NAME / ADDRESS:		
INSPECTION TYPE(S) COVERAGE ☐ CONTINUOUS ☐ PERIODIC		
AREA INSPECTED	TYPE OF INSPECTION	
APPLICABLE DRAWING SHEET NUMBER(S) AND/OR SPECIFICATION SECTION:		
NOTICE DELIVERED TO: O CONTRACTOR O ENGINEER/ARCHITECT O OWNER	DATE:	TIME:
MAKE THE FOLLOWING CORRECTIONS AND SECURE INSPECTION APPROVAL PRIOR TO PROCEEDING WITH THIS PHASE OF THE WORK.		
PRINTED FULL NAME		
NOTE BY "SPECIAL INSPECTOR" OR PROVIDE NAME OF TESTING AGENCY		
SIGNED:	DATE:	
CERTIFICATION:	NUMBER:	
DATE RE-INSPECTED AND APPROVED AND SIGNATURE OF SPECIAL INSPECTOR:		

One copy of this report to remain at job site with the contractor for review upon request.

MINIMUM SPECIAL INSPECTOR QUALIFICATIONS

Category of Testing and Inspection	Minimum Qualifications (refer to key at end of Table)			
	Shop Inspection	**Field Testing /Inspection**	**Review Submittals**	**Review Testing, Certification, & Lab Reports**
1704.2.5 Inspection of Fabricators				
Pre-cast concrete	A, C, E			
Structural steel construction	C, F, G			
Wood construction	A, N			
Cold formed metal construction	A, N			
1705.2 Steel Construction				
Welding	C, F, G	C, F, G	A	A
High strength bolting, inspection of steel frame joint details		A, C	A	A
1705.2.2, 1705.2.3 and 1705.2.4 Steel Construction other than Structural Steel				
Welding	C, F, G	C, F, G	A	A
Cold-formed Steel Deck		C, F, G	A	A
Open-Web Steel Joist and Joist Girders		C, F, G	A	A
Cold-formed Steel Trusses spanning ≥ 60ft		A, C	A	A
1705.3 Concrete Construction				
Reinforcing placement, cast-in-place bolts, concrete and shotcrete placement and curing operations		A, C, H		
Pre-stressing steel installation		A, C, D, E		
Erection of pre-cast concrete members		A, C, H, Q		
Concrete field testing		A, C, H, I, J		
Review certified mill reports and design mixes			A	
Verify use of required design mix		A, C, H, I, J		
Pre-stressed (pre-tensioned) concrete force application	A, C, E			
Post-tensioned concrete force application		A, C, D, H		
Review of in-situ concrete strength, prior to stressing of tendons in post-tensioned concrete and prior to removal of shores and forms from beams and structural slabs		A, C, D		
Reinforcing steel weldability, reinforcing welding, weld filler material		C, F, G		
Inspection of post-installed anchors in hardened concrete		A, C, S		
1705.4 Masonry				
Review f'_m prior to construction			A	
Mortar joint construction, grout protection and placement, materials proportion, type/size/location of reinforcement, structural elements, anchorage, and connectors		A, C		
Sampling/testing of grout/mortar specimens		A, C, K		
Observe preparation of masonry prisms for testing of compressive strength of masonry, f'_m		A, C, K		
Inspection of welding of reinforcing steel		C, F, G		
1705.5 Wood Construction				
Observe structural panel sheathing, size of framing members, fastener diameter and length, number of fastener lines, and spacing of fastener lines and fasteners for compliance with approved construction documents for the project		A, N		
Metal-plate-connected wood trusses: verify temporary and permanent truss bracing is installed per approved truss submittal package		A, N		

(Table continued on next page)

MINIMUM SPECIAL INSPECTOR QUALIFICATIONS *(continued)*

Category of Testing and Inspection	Minimum Qualifications (refer to key at end of Table)			
	Shop Inspection	**Field Testing /Inspection**	**Review Submittals**	**Review Testing, Certification, & Lab Reports**
1705.6 Soils				
Observe site preparation, fill placement and testing of compaction for compliance with the construction documents for the project		A, C, I, R		
Observe and test bearing materials below shallow foundations for ability to achieve design bearing capacity		A, L		
Review compaction testing for compliance with the construction documents for the project				A
1705.7, 1705.8 & 1705.9, 1705.10 Driven Deep, Cast-in-place Deep, and Helical Pile Foundations				
Observe installation		A, L, I		
Observe load tests		A, I		
1705.12 Special Inspection for Wind Resistance				
Structural wood		A, N		
Cold-Formed steel light-frame construction		A, N		
Inspect roof cladding		A, B, N		
Inspect wall cladding		A, B, N		
1705.13 Special Inspection for Seismic Resistance				
1705.13.1 Structural Steel				
Inspection of structural steel in the seismic force-resisting systems		A, C		
1705.13.2 Structural Wood				
Inspection of structural wood in the seismic force-resisting systems		A, N		
1705.13.3 Cold-Formed Steel Light-Frame Construction				
Inspection of cold-formed steel light-frame construction in the seismic force-resisting systems		A, N		
1705.13.4 Designated Seismic Systems				
Examine designated seismic systems requiring seismic qualification and verify that the label, anchorage or mounting conform to the certificate of compliance		A	A	A
1705.13.5 Architectural Components				
Inspection of exterior cladding, non-load bearing walls, veneer, and access floors		A, B	A, B	A, B
1705.13.6 Plumbing, Mechanical and Electrical Components				
Inspection of installation and anchorage of mechanical and electrical components		A	A	A
1705.13.7 Storage Racks				
Inspection of anchorage of storage racks 8 feet or taller		A		
1705.13.8 Seismic Isolation Systems				
Inspection of seismic isolation systems in seismically isolated structures	A	A		
1705.13.9 Cold-Formed Steel Special Bolted Moment Frames				
Inspection of cold-formed steel special bolted moment frames		A, N		
1705.14 Testing for Seismic Resistance				
Testing designated seismic systems requiring seismic qualification and verify that the label, anchorage or mounting conform to the certificate of compliance		A		
1705.15 Sprayed Fire-Resistant Materials				
Observe surface conditions, application, average thickness and density of applied material, and cohesive/adhesive bond		A, C		

(Table continued on next page)

MINIMUM SPECIAL INSPECTOR QUALIFICATIONS *(continued)*				
Category of Testing and Inspection	**Minimum Qualifications (refer to key at end of Table)**			
	Shop Inspection	**Field Testing /Inspection**	**Review Submittals**	**Review Testing, Certification, & Lab Reports**
1705.16 Mastic and intumescent fire-resistant coatings				
Observe application compliance with AWCI 12-B		A, C		
1705.17 Exterior Insulation and Finish Systems				
Inspect EIFS systems		A, B, C, M		
1705.18 Fire-resistant penetrations and joints				
Inspection of Penetration firestops		A, C, P		
Inspection of Fire-resistant joint systems		A, C, P		
1705.19 Testing for Smoke Control	*See Requirements of Building Code Section 1705.19.2.*			
1705.20 Sealing of Mass Timber		A, C, P		
(Table continued on next page)				

MINIMUM SPECIAL INSPECTOR QUALIFICATIONS *(continued)*

KEY:

A. Arkansas Professional Engineer (AR PE) competent in the specific task area or graduate of accredited engineering/engineering technology program under the direct supervision of an AR PE.
B. Arkansas Registered Architect (AR RA) competent in the specific task area or graduate of accredited architecture/architecture technology program under the direction of an AR RA.
C. International Code Council (ICC) Special Inspector Certification specific to the particular material and testing methodology applicable to each Category of Testing and Inspection listed in the table.
D. Post-tensioning Institute (PTI) Certification, Level 2.
E. Pre-stressed Concrete Institute (PCI) Plant Quality Personnel Certification – Level III.
F. American Welding Society (AWS) Certified Welding Inspector (CWI) or AWS Certified Associate Welding Inspector working under the direct on-site supervision of a CWI.
G. American Society for Nondestructive Testing (ASNT) Level II certification, or a Level III certification if previously certified as a Level II in the particular material and testing methodology applicable to each Category of Testing and Inspection listed in the table.
H. American Concrete Institute (ACI) Concrete Construction Special Inspector.
I. National Institute for Certification in Engineering Technologies (NICET) Level II or higher certification specific to the particular material and testing methodology applicable to each Category of Testing and Inspection listed in the table.
J. ACI Concrete Field Testing Technician with Grade 1 certification or Center for Training Transportation Professionals (CTTP) Certified Concrete Field Testing Technician.
K. American Concrete Institute (ACI) Masonry Field Testing Technician
L. NICET Certified Engineering Technologist (CT) competent in the specific task area.
M. Association of the Wall and Ceiling Industry (AWCI) EIFS Inspector Certification.
N. International Code Council (ICC) Commercial Building Inspector Certification.
O. International Code Council (ICC) Mechanical Inspector Certification.
P. Inspector has passed either the Underwriters Laboratory (UL) Firestop Contractor Program Examination or the Factory Mutual (FM) Firestop Examination.
Q. Pre-stressed Concrete Institute (PCI) Certified Field Auditor
R. Center for Training Transportation Professionals (CTTP) Certified Soil Testing Technician.
S. American Concrete Institute (ACI) Post-Installed Concrete Anchor Installation Inspector

Notes:

1. *The Special Inspector shall meet one of the minimum qualifications listed for the applicable Category of Testing and Inspection.*
2. *Materials testing shall be done by an Approved Testing Agency meeting the requirements of the Building Code Section 1703 and ASTM E 32*9.