



SPECIAL INSPECTION AND TESTING AGREEMENT

MURRAY CITY CORPORATION

Building Division

To permit applicants of projects requiring special inspection and/or testing per Section 1704 of the International Building Code (I.B.C.).

Project Name/Address:

Permit Application # _____

BEFORE A PERMIT CAN BE ISSUED: The engineer and/or architect of record acting as the owner's agent shall complete this agreement including the required acknowledgments. **A pre-construction meeting will be required with Murray City, the testing agency, and the site superintendent before the permit will be issued.**

APPROVAL OF SPECIAL INSPECTORS: Special inspection and testing agency shall provide **Certifications** of field inspectors for review and approval. Each special inspector shall be approved by the building department prior to issuing permit. Special inspectors shall display approved identification, as stipulated by the building division, when performing the function of a special inspector.

Special inspection and testing shall meet the minimum requirements of I.B.C. Section 1704. The following conditions are also applicable:

A. Duties and responsibilities of the special inspector:

1. Observe work.

The special inspector shall observe the work for conformance with the building inspection divisions reviewed, signed and stamped plans, specifications and applicable provisions of the I.B.C. Shop drawings and/or placing drawings reviewed and signed by the engineer of record may be used only as an aid to inspection.

Special inspections are to be performed on a continuous basis, meaning that the special inspector is on site observing all work requiring special inspection. Periodic inspections, if any, must have prior approval by the building division based on a separate written proposal reviewed and approved by the building division and the project engineer or architect.

2. Report nonconforming items.

The special inspector shall bring nonconforming items to the immediate attention of the contractor and note all such items in the individual inspection report. If any item is not resolved in a timely manner or is about to be incorporated in the work, the special inspector shall immediately notify the building division by telephone or in person, post a discrepancy notice, and notify the engineer or architect.

3. Furnish individual inspection reports.
Each special inspector shall complete the individual report form for each of the day's inspections. Please leave two copies; one is to remain at the job site with the contractor, the other is for review by the building department.
4. Furnish weekly reports.
The special inspector or inspection agency shall furnish weekly reports of tests and inspections directly to the building division, project engineer or architect, and others as designated. These reports must include the following:
 - a. Description of individual inspections and tests made with applicable location.
 - b. Listing of all nonconforming items.
 - c. Report on how nonconforming items were resolved or unresolved as applicable.
 - d. Itemized changes authorized by the architect, engineer, and approved by the Building division.
5. Furnish final report.
The special inspector or inspection agency shall submit a final, signed report to the building division stating that all items requiring inspection and testing were fulfilled and reported; to the best of his/her knowledge, in conformance with the building inspection divisions reviewed, stamped and signed plans, specifications, building inspection approved change orders, and the applicable provisions of the I.B.C. Items not in conformance, unresolved items, or any discrepancies in inspection coverage (i.e., missed inspections, periodic inspections when continuous was required, etc.) shall be specifically itemized in this report.

B. Contractor Responsibilities:

1. Special inspections and tests, statements of special inspections, responsibilities of contractors, submittals to the building official and structural observations shall meet the applicable requirements of this section.
2. The contractor is responsible for notifying the special inspector or testing agency regarding individual inspections for items listed in section F of this agreement and as noted on the building department reviewed plan. Adequate notice shall be provided so that the special inspector has time to become familiar with the project.
2. The contractor is responsible for providing the special inspector access to building inspection divisions reviewed plans at the job site.
3. Special inspection is to be completed and documented as per items A-1, A-2 & A-3 prior to scheduled city inspection.
4. The contractor is also responsible for retaining at the job site all special inspection records submitted by the special inspector and providing these records upon request for review by the building inspection divisions' inspector.

5. A special inspection does not waive the requirement for inspection by a city inspector. Contractor is responsible for scheduling city inspections to be done after completion of special inspection prior to covering work.

C. Structural Observations:

Where required by the provisions of Section 1704.6.1, the owner or the owner's authorized agent shall employ a registered design professional to perform structural observations. Structural observation does not include or waive the responsibility for the inspections in Section 110 or the special inspections in Section 1705 or other sections of this code.

Prior to the commencement of observations, the structural observer shall submit to the building official a written statement identifying the frequency and extent of structural observations.

At the conclusion of the work included in the permit, the structural observer shall submit to the building official a written statement that the site visits have been made and identify any reported deficiencies that, to the best of the structural observer's knowledge, have not been resolved.

Structural Observations for Structures.

Structural observations shall be provided for those structures where one or more of the following conditions exist:

- a. The structure is classified as Risk Category IV.
- b. The structure is a high-rise building.
- c. Such observation is required by the registered design professional responsible for the structural design.
- d. Such observation is specifically required by the building official.

Structural Observations for Seismic Resistance.

Structural observations shall be provided for those structures assigned to Seismic Design Category D, E or F where one or more of the following conditions exist:

- a. The structure is classified as Risk Category III or IV.
- b. The structure is assigned to Seismic Design Category E, is classified as Risk Category I or II, and is greater than two *stories above the grade plane*.

Structural Observations for Wind Resistance.

Structural observations shall be provided for those structures sited where V is 130 mph (58 m/sec) or greater and the structure is classified as Risk Category III or IV.

D. Owners Responsibilities:

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

E. Building Division Responsibilities:

1. Approve special inspectors and requirements.
The building division shall approve all special inspectors and special inspection requirements.
2. Monitor special inspection.
Work requiring special inspection and the performance of special inspectors shall be monitored by the building departments' inspector. His/her approval must be obtained prior to placement of concrete or other similar activities in addition to that of the special inspector.
3. Issue Certificate of Occupancy.
The building division will issue a Certificate of Occupancy when all other city requirements have been met and after all special inspection reports and the final report have been submitted and accepted.

E. Discrepancy Notices:

1. A discrepancy notice is given by Murray City to the special inspector when the inspector approves items not in conformance with the approved plan, specifications, or provisions of the building code.
2. A special inspector who receives two (2) discrepancy notices by the building department may be replaced with another approved special inspector. If two more discrepancies are identified by the city inspector, the agency that employs these inspectors may be removed from the project and replaced with another agency specified by the owner and approved by the building official.

F. Required Special Inspections.

The structural engineer and architect of record are to indicate the required special inspections for the structural systems below. Special inspections for spray applied fire proofing, EFIS and smoke control systems are to be indicated by the architect of record. Building inspection division will review.

The areas marked below shall have special inspections.

**Design Professional
Requiring Inspection**

☒ Fabricator Approval/Certificate of Compliance Section 1704.2.5.1

Building Department

☐ Steel construction. Section 1705.2, Table 1705.2.3
☐ Materials ☐ Steel frame details
☐ Welding ☐ High-strength bolts

☐ Concrete construction. Section 1705.3, Table 1705.3
☐ Reinforcing steel ☐ Bolts in concrete
☐ Conc Placement ☐ Shotcrete
☐ Prestressed ☐ Precast
☐ Sampling & Strength tests

☐ Masonry construction Section 1705.4, Table 1705.8
☐ Essential facility glass units & veneer - Level 1
☐ Nonessential facility - Level 1
☐ Essential facility - Level 2

☐ Wood fabrication, Section 1705.5

☐ Soils, Section 1705.6
☐ Site preparation ☐ Fill Placement
☐ In-place density

☐ Driven Deep Foundation, Section 1705.7

☐ Cast in Place Deep Foundations, Section 1705.8

☐ Helical Pile Foundations Section 1705.9

☐ Structural Wood, Section 1705.12.1/1705.13.2

☐ Spray fire-resistant materials, Section 1705.15

☐ Mastic and Intumescent Coatings. 1705.16

☐ Exterior insulation & finish (EIFS), Section 1705.17

☐ Special cases, Section 1705.1.1

☐ Smoke control, Section 1705.19

- [] Fire-resistant penetration and joints, Section 1705.18 _____
 NOTE: Required for Multi-Family
- [] Structural observation by engineer of record, Section 1704.6 _____

ACKNOWLEDGMENTS

I have read and agree to comply with the terms and conditions of this agreement:

_____	By _____
Owner (signature)	Date _____
Phone _____	Email _____
_____	By _____
Contractor (signature)	Date _____
Phone _____	Email _____
_____	By _____
Project Engineer (signature)	Date _____
Phone _____	Email _____
_____	By _____
Architect (signature)	Date _____
Phone _____	Email _____
_____	By _____
Special Inspection & Testing Agency (signature)	Date _____
Phone _____	Email _____
	City Approval _____

Special Inspectors:

Sign and print name.

Sign_____

Print Name_____

Date_____

City Approval_____

Sign_____

Print Name_____

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