

### Special Inspections

The Presidio Trust Permitting Department requires Special Inspections by approved third party inspectors for certain construction features, pursuant to Chapter 17 of the International Building Code. The tenant or developer employs the special inspection agency; however, the Trust Contracting Officer must approve the special inspection agency. It is the responsibility of the project architect or engineer to list all required Special Inspections on the title sheet of the drawings. The following is a representational list of required Special Inspections:

- During grading, filling & compaction of building pad.
- Concrete during the taking of concrete test specimens & the placement of reinforced concrete.
- Bolts placed in concrete.
- Special Moment-resisting concrete frames.
- During placing, stressing & grouting of tendons in pre-stressed concrete.
- All structural welding unless exempted per code or by the Building Official.
- High Strength Bolting.
- Structural Masonry.
- Spray-applied fire-resistive materials.
- During construction cast in place drilled piers.
- During the placing of shot-crete.
- Smoke-control systems.
- Any others required by the conditions of the project and the Building Official/Permitting Manager.

### Special Inspection and Testing

A pre-construction conference with the parties involved may be required to review the special inspection requirements and procedures.

**USE OF SPECIAL INSPECTORS:** Each special inspector shall be approved by the Contracting Officer, prior to performing any duties. Special inspectors may be approved to perform special inspection on the subject project provided they provide their qualifications to the Building Official for evaluation. The evaluation process may also require a personal interview between the prospective special inspector and the Permitting Manager. Approved special inspectors shall display approved identification, as stipulated by the Permitting Department, when performing the function of a special inspector.

The code requires that both the special inspector and the building inspector be involved in the project. The function of the special inspector may overlap, but shall not replace, the function of the building inspector. The building inspector has project knowledge and responsibility that is more all-encompassing than the special inspector's.

Special inspection and testing shall meet the minimum requirements of IBC Chapter 17. 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 Permitting Department approved (stamped) design drawings and specifications and applicable workmanship provisions of the IBC. Architect/Engineer-reviewed shop drawings may be used only as an aid to inspection.

Depending on the size of the project and the construction tasks, special inspections may be performed on a continuous basis, meaning that the special inspector is on site in the general area at all times observing the work requiring special inspection. Periodic inspections, for work performed in the Presidio, are more common.

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 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 Official/Permitting Manager by telephone, email or in person, notify the engineer or architect, and post a discrepancy notice.

3. **Furnish Daily Reports.** On request, each special inspector shall complete and sign both the special inspection record and the daily report form for each day's inspections. These records shall remain at the jobsite with the contractor for review by the Building Inspector.

4. **Furnish Weekly Reports.** Within one week of an inspection, the special inspector or inspection agency shall furnish reports of tests and inspections directly to the Permitting Manager, project engineer or architect, and others as designated. These reports must include the following:

- a. Description of inspections and tests made with applicable locations;
- b. Listing of all nonconforming items;
- c. Report on how nonconforming items were resolved or unresolved as applicable;
- d. Itemized changes authorized by architect, engineer, and Building Division if not included in nonconformance items.

5. **Furnish Final Report.** The special inspector or inspection agency shall submit a final signed affidavit to the Permitting Manager stating that all items requiring special inspection and testing were fulfilled and reported and, to the best of his/her knowledge, in conformance with the approved design drawings, specifications, approved change orders and the applicable workmanship provisions of the IBC. 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. **Notify the Special Inspector.** The contractor is responsible for notifying the special inspector or agency regarding individual inspections for items listed on the attached schedule and as noted on the Permitting Department approved plan. Adequate notice shall be provided so that the special inspector has time to become familiar with the project.
2. **Provide Access to Approved Plans.** The contractor is responsible for providing the special inspector access to approved plans at the jobsite.
3. **Retain Special Inspection Records.** The contractor is also responsible for retaining at the jobsite all special inspection records submitted by the special inspector, and providing these records for review by the building inspector upon request.

### **C. Permitting Department Responsibilities**

1. **Approve Special Inspection.** The Building Official/Permitting Manager 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 Permitting Department. 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 Permitting Department may issue a Certificate of Occupancy after all special inspection reports and the final report have been submitted and accepted.