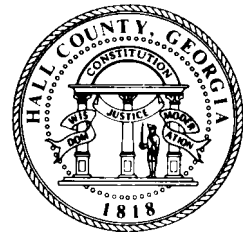




(770) 531-6777
INSPECTION
REQUEST

HALL COUNTY
BUILDING INSPECTIONS DEPARTMENT
DEVELOPMENT SERVICES
P. O. BOX 1435
440 Prior St.
GAINESVILLE, GEORGIA 30503
770 531-3901 OFFICE FAX
770 531-3905 INSPECTORS FAX



(770) 531-6809
MAIN
OFFICE

SPECIAL INSPECTIONS AND TESTING AGREEMENT

Project Name _____

Address _____

Building Permit Number _____

General Program Guidelines

This special program is intended to clarify the respective responsibilities of all parties concerned regarding required special inspections during the construction of the aforementioned project. Before a permit can be issued for the project, this original special inspection agreement must be read and signed by the owner, the engineer or the architect of record, the contractor, and all special inspectors and/or special inspection agencies. This original signed agreement must then be returned to the Building Department for review and approval.

In addition to the to the completed special inspection agreement, each special inspector or agency shall also submit the name(s) and qualifications of the individual(s) actually performing the special inspections for each applicable type of inspection to the Building Department for approval in accordance with Section 1704 of the 2006 International Building Code and the Georgia Amendments. Each special inspector shall be approved by the Building Official prior to performing any inspection duties.

Special inspection and testing shall meet the minimum requirements of Chapter 17 of the 2006 International Building Code along with the Georgia Amendments and as indicated by the attached special inspection and testing checklist. The following conditions are also applicable.

A. Duties and Responsibilities of the Special Inspector

1. Notify Building Department prior to substituting special inspection personnel

Special inspection agencies shall notify the Building Department and gain approval prior to replacing or substituting for approved special inspection personnel.

Special inspection personnel who have not been pre-approved by the Building Department must be approved before making any special inspections. **In these cases, a representative of the special inspection agency shall contact the Building Official or the Plans Review Officer, to gain verbal approval of the change or substitution.** If verbal approval is gained, documentation regarding the special inspector's qualifications must be received by the Building Department in a timely manner in order to formalize the approval.

2. Observe Work

The special inspector shall observe the work for conformance with the Building Department approved (stamped) design drawing and specifications and applicable workmanship provisions of the 2006 International Building Code and the Georgia Amendments. Architect/engineer-reviewed shop drawings may be used as an aid to inspection.

When continuous inspections are required, the special inspector shall be on site and in the general area at all times while the work requiring inspection is in progress. When periodic inspection are permitted, the special inspector need only be present to observe the work requiring inspection prior to such work being covered or concealed.

The special inspector shall also be responsible for advising the contractor of applicable weather precautions and restrictions, in accordance with the International Building Code and other nationally recognized standards, for all work requiring special inspections during the construction process. The special inspector shall notify the contractor immediately if he finds that work in progress is in violation of such applicable precautions and restrictions due to the current weather conditions or methods of construction being used. The special inspector shall bring any noncompliance with such applicable precautions and restrictions to the immediate attention of the Building Department.

3. Report non-conforming items

The special inspector shall bring non-conforming items to the immediate attention of the contractor and note all such items in the field inspection report. If any item is not resolved in a timely manner or is about to be incorporated into the work, the special inspector shall document the item(s) in the field inspection report and shall notify the Building Department in a timely manner.

4. Furnish field reports

The inspector shall complete and sign a field report form for each inspection to remain at the job site with the contractor for review by the building inspector. These reports must include the following:

- a. Description of inspections and tests made with applicable locations;
- b. Listing of all non-conforming items;
- c. Report on how non-conforming items were resolved or un-resolved as applicable;
- d. Itemized changes, authorized by the architect or engineer, and the Building Department giving reasons for such changes, if not included in the non-conforming items.

5. Furnish final report

The special inspector or inspection agency shall submit a final sealed and signed report to the Building Department stating that all items requiring special inspections and testing were fulfilled and reported and to the best of their knowledge, in conformance with the approved design drawings, specifications, approved change orders and applicable workmanship 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, inadequate compressive strength testing results, 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 Building 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 job site.

3. Retain special inspection records

The contractor is also responsible for retaining at the job site all special inspection records submitted by the special inspector, and providing these records for review by the building inspector upon request.

C. Owner responsibilities

The project owner, engineer or architect of record acting as the owner's agent shall fund special inspection services.

D. Engineer or Architect of Record Responsibilities

The engineer or architect of record is responsible for any design changes in addition to acknowledgement and approval of shop drawings, which may detail structural information, and for submission of such changes to the Building Department for approval. The engineer or architect of record is also responsible for specifying any additional special inspections, which may be necessary for this particular project, and adding them to the attached special inspection and testing checklist.

Areas of special Inspections:

The areas marked below shall have special inspections

NAME OF INSPECTOR

- Soil Investigation
Section 1704.7 _____

- Concrete
Section 1704.4 _____

- Bolts installed in concrete
Table 1704.4(#3) _____

- Reinforcing steel & pre-stressing steel
Table 1704.4(#1) _____

- Welding
Section 1704.3.1 _____

- High strength Bolting
Section 1704.3.3 _____

- Structural Masonry
Section 1704.5 _____

- Wood
Section 1704.6 _____

- Wall Panels & Veneers
Section 1704.10 _____

- Spray applied fire-proofing
Section 1704.11 _____

- Piling, drilled piers & caissons
Section 1704.8 & 1707.9 _____

- Shot Crete
Table 1704.14 _____

- Fabricator to be approved
Section 1704.2 _____

- Smoke control
Section 1704.14 _____

- EIFS
Section 1704.12 _____

- Other
Section 1704.13 Special Cases _____

ACKNOWLEDGMENTS

I HAVE READ AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS OF THIS AGREEMENT:

Owner: _____

By: _____ Date: _____

Contractor: _____

By: _____ Date: _____

Special Inspector
Or Inspection Agency: _____

By: _____ Date: _____

1.) _____

By: _____ Date: _____

2.) _____

By: _____ Date: _____

Project engineer: _____

By: _____ Date: _____

Architect: _____

By: _____ Date: _____

ACCEPTED FOR THE BUILDING DEPARTMENT:

By: _____ Date: _____