CITY OF AUSTIN Development SERVICES DEPARTMENT

Building a Better and Safer Austin Together

Statement of Special Inspections

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This form is provided as a way to list aspects of the project that require special inspection and testing in accordance with International Building Code (IBC) Sections 107.1, 1704, and 1705 and define duties and responsibilities of parties involved in the project.

Instructions: The Registered Design Professional in Responsible Charge must complete this form, sign and date the form and submit 2 copies for review and approval by the Commercial Plan Review Division prior to the issuance of the Building Permit. The form shall be signed and dated by both the architect and structural engineer of record.

Duties and Responsibilities: The Owner and Contractor acknowledge assignment of the following duties, responsibilities, and conditions applicable to special inspection or testing:

Owner/Owner's Agent

1. Responsible for contracting with and paying the special inspection agency. To prevent a conflict of interest in the inspection process, the special inspection agency cannot be employed by or paid by the contractor unless the contractor is the property owner.
2. IAS "Table 1 - Minimum Qualifications for Special Inspectors" is provided on pages 8-9 of this form as a guideline for selecting special inspectors.

Contractor

1. Responsible for knowing which special inspections are required for the project and ensures that construction complies with the approved permit documents.
2. Ensures proper notification to the special inspection or testing agency for the items listed herein.

Special Inspection/Testing Agency

1. Complete the City of Austin (COA) *Special Inspections Log* upon each site visit.
2. Bring nonconforming items to the immediate attention of the contractor and note all such items in the COA *Special Inspections Log*. 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 inspector by phone or in person, notify the registered design professional in responsible charge, and post a *Special Inspection Discrepancy Notice*. Blank discrepancy notice forms can be found in the yellow special inspections log folder kept on site.
3. Initial next to each required special inspection on the following "Summary of Special Inspections" table as each item is completed.
4. Submit a signed *Special Inspection Final Report* to the building inspector stating that all items requiring special inspection and testing were fulfilled. Blank final report forms can be found in the yellow special inspections log folder kept on site.
5. Submit a final letter, sealed by a Texas Registered Engineer, at the conclusion of the work for each testing agency stating that all special inspections, for which that testing agency is responsible, have been completed. All final letters must be submitted and approved by COA before the Certificate(s) of Occupancy for the project will be issued.

☐ **Special Inspections Not Required for This Project** (*check box, if applicable, to waive form*)
Plan review staff may ask for a Special Inspections form to be completed if deemed necessary during review.

Project Information		
Project Name:	Plan Review #:	
Project Address:		
Name of Person Completing Form:		
Project Team Information		
Registered Design Professional in Responsible Charge (RDPiRC) Name Printed:		
Owner Name Printed:		
Architect of Record Name Printed:	Architect Signature:	Date:
Structural Engineer of Record Name Printed:	Structural Engineer of Record Signature:	Date:

Summary of Special Inspections

Indicate on the form below the types of special inspection required on this project.

Check required inspections; designate Continuous (C) or Periodic (P) where not pre-filled; indicate which Registered Design Professional (RDP) is requiring each special inspection item: "A"= architect, "E" = engineer

SI Item No.	Verification and Inspection	Referenced Standard	Check if Req'd	Cont. / Periodic "C" or "P"	RDP "A" or "E"	Special Inspector Initials (field use)	Building Inspector Initials (field use)
Alternate Materials and Systems - Section 1705.1							
1	Construction materials and systems that are alternatives to materials and systems prescribed by the IBC		☐				
2	Unusual design applications of materials described in this code		☐				
3	Materials and systems required to be installed in accordance with additional manufacturer's instructions that prescribe requirements not contained in the IBC or in standards referenced by the IBC		☐				
Steel - Section 1705.2							
4	Structural Steel: Special inspection and nondestructive testing of structural steel elements in buildings, structures and portions thereof shall be in accordance with the quality assurance inspection requirements of AISC 360	AISC 360 Chapter N	☐	Per ref. standard			
	a. Material verification of structural steel shall comply with the requirements of Section 6.1 of the *Code of Standard Practice*	Section 6.1 of the *Code of Standard Practice*	☐				
	b. Welding, high-strength bolting, and details in accordance with Section N5	AISC 360 Section N5	☐	Per ref. standard			
	c. Steel deck and headed steel stud anchor placement and attachment in accordance with Section N6	AISC 360 Section N6	☐	Per ref. standard			
	d. Cut surfaces in accordance with Section M2.2	AISC 360 Section M2.2	☐				
	e. Heating for straightening in accordance with Section M2.1	AISC 360 Section M2.1	☐				
	f. Tolerances for field erection in accordance with Section 7.13 of the *Code of Standard Practice*	Section 7.13 of the *Code of Standard Practice*	☐				
5	Cold-formed steel deck	SDIQA/QC	☐				
6	Cold-formed steel trusses spanning 60 feet or greater		☐				
Steel Joists & Joist Girders - Section 1705.2.3							
7	Installation of open-web steel joists and joist girders.						
	a. End connections – welding or bolted.	SJI specifications listed in Section 2207.1	☐	P			
	b. Bridging – horizontal or diagonal.		☐				

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	1. Standard bridging	SJI specifications listed in Section 2207.1	☐	P			
	2. Bridging that differs from the SJI specifications listed in Section 2207.1		☐	P			
	Concrete - Section 1705.3						
8	Inspect reinforcement, including prestressing tendons, and verify placement	ACI 318 Ch. 20, 25.2, 25.3, 26.6.1-26.6.3 IBC 1908.4	☐	P			
9	Reinforcing bar welding:						
	a. Verify weldability of reinforcing bars other than ASTM A706;	AWS D1.4; ACI 318: 26.6.4	☐	P			
	b. Inspect single-pass fillet welds, maximum $^{5}/_{16}$"; and	AWS D1.4; ACI 318: 26.6.4	☐	P			
	c. Inspect all other welds.	AWS D1.4; ACI 318: 26.6.4	☐	C			
10	Inspect anchors cast in concrete	ACI 318: 17.8.2	☐	P			
11	Inspect anchors post-installed in hardened concrete members†						
	a. Adhesive anchors installed in horizontally or upwardly inclined orientations to resist sustained tension loads	ACI 318: 17.8.2.4	☐	C			
	b. Mechanical anchors and adhesive anchors not defined in 11.a	ACI 318: 17.8.2	☐	P			
12	Verify use of required design mix	ACI 318: Ch. 19, 26.4.3, 26.4.4 IBC 1904.1, 1904.2, 1908.2, 1908.3	☐	P			
13	Prior to concrete placement, fabricate specimens for strength tests, perform slump and air content tests, and determine the temperature of the concrete	ASTM C172; ASTM C31; ACI 318: 26.4, 26.12 IBC 1908.10	☐	C			
14	Inspect concrete and shotcrete placement for proper application techniques	ACI 318: 26.5 IBC 1908.6, 1908.7, 1908.8	☐	C			
15	Verify maintenance of specified curing temperature and techniques	ACI 318: 26.5.3-26.5.5 IBC 1908.9	☐	P			
16	Inspect prestressed concrete for:		☐				
	a. Application of prestressing forces; and	ACI 318: 26.10	☐	C			
	b. Grouting of bonded prestressing tendons	ACI 318: 26.10	☐	C			
17	Inspect erection of precast concrete members	ACI 318: Ch. 26.8	☐	P			

SI Item No.	Verification and Inspection	Referenced Standard	Check if Req'd	Cont. / Periodic "C" or "P"	RDP "A" or "E"	Special Inspector Initials (field use)	Building Inspector Initials (field use)
18	Verify 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	ACI 318: 26.11.2	☐	P			
19	Inspect formwork for shape, location and dimensions of the concrete member being formed	ACI 318: 26.11.1.2(b)	☐	P			
20	Note Exceptions 1, 2, 3, 4, and 5 in Section 1705.3 discussing footings for buildings three stories or less, nonstructural slabs, foundations and certain exterior concrete features when placed on grade. ***Check here if Special Inspection for Concrete not required due to exceptions.***		*Not Req'd* ☐	—	—	—	—
† Specific requirements for special inspection shall be included in the research report for the anchor issued by an approved source in accordance with 17.8.2 in ACI 318, or other qualification procedures. Where specific requirements are not provided, special inspection requirements shall be specified by the registered design professional and shall be approved by the building official prior to the commencement of the work							
Masonry - Section 1705.4							
21	Level A: Minimum quality assurance program for masonry in Risk Category I, II, or III structures and designed in accordance with Part 4 or Appendix A	ACI 530.1 Table 3.1.1	☐				
22	Level B:						
	Minimum quality assurance program for masonry in Risk Category I, II, or III structures and designed in accordance with chapters *other* than those in Part 4 or Appendix A	ACI 530.1 Table 3.1.2	☐				
	Minimum quality assurance program for masonry in Risk Category IV structures and designed in accordance with Chapter 12 or 13	ACI 530.1 Table 3.1.2	☐				
23	Level C: Minimum quality assurance program for masonry in Risk Category IV structures and designed in accordance with chapters *other* than those in Part 4 or Appendix A	ACI 530.1 Table 3.1.3	☐				
24	Vertical Masonry Foundation Elements shall be inspected in accordance with IBC Section 1705.4		☐				
Wood - Section 1705.5							
25	High-load diaphragms:						
	a. Inspect wood structural panel sheathing for grade and thickness per approved plans		☐				
	b. Verify the nominal size of framing members at adjoining panel edges, or the staple diameter and length, and fastener layout meets approved plans		☐				

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26	Metal-plate-connected wood trusses spanning 60 feet or greater: verify temporary installation restraint/bracing and permanent individual truss member restraint/bracing are installed in accordance with the approved truss submittal package		☐				
Soils - Section 1705.6							
27	Verify materials below shallow foundation are adequate to achieve the design bearing capacity		☐	P			
28	Verify excavations are extended to proper depth and have reached proper material		☐	P			
29	Perform classification and testing of compacted fill materials		☐	P			
30	Verify use of proper materials, densities and lift thicknesses during placement and compaction of compacted fill		☐	C			
31	Prior to placement of compacted fill, inspect subgrade and verify that site has been prepared properly		☐	P			
Driven Deep Foundations - Sections 1705.7							
32	Verify element materials, sizes and lengths comply with the requirements		☐	C			
33	Determine capacities of test elements and conduct additional load tests, as required		☐	C			
34	Inspect driving operations and maintain complete an accurate records for each element		☐	C			
35	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		☐	C			
36	For steel elements, perform additional special inspections in accordance with Section 1705.2		☐				
37	For concrete elements and concrete-filled elements, perform tests and additional special inspections in accordance with Section 1705.3		☐				
38	For specialty elements, perform additional inspections as determined by the registered design professional in responsible charge		☐				
Cast-in-Place Deep Foundations - Section 1705.8							
39	Inspect drilling operations and maintain complete and accurate records for each element		☐	C			

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40	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		☐	C			
41	For concrete elements, perform tests and additional special inspections in accordance with Section 1705.3		☐				
Helical Pile Foundations - Section 1705.9							
42	Record installation equipment used, pile dimensions, tip elevations, final depth, final installation torque and other pertinent installation information as required by the registered design professional in responsible charge		☐	C			
Sprayed Fire-Resistant Materials - Section 1705.14							
43	The special inspections and tests shall include the following to demonstrate compliance with the listing and fire resistance rating: a. Condition of substrates b. Thickness of application c. Density in pounds per cubic foot d. Bond strength adhesion/cohesion e. Condition of finished application		☐				
Mastic and Intumescent Coatings - Section 1705.15							
44	Verify that mastic and intumescent fire-resistant coatings are applied to structural elements and decks in accordance with AWCI 12-B and shall be based on the fire-resistance design as designated in the approved construction documents		☐				
Exterior Insulation and Finish Systems - Section 1705.16							
45	Verify application of all EIFS systems for conformance with manufacturer's specifications including water-resistant barrier, lath, and application of coatings		☐				
46	Verify application of stucco systems for conformance with manufacturer's specifications including water-resistant barrier, lath, and application of coatings	(IBC 2510)	☐				
Fire-Resistant Penetrations and Joints - Section 1705.17							
47	Penetration Firestops: Inspections of penetration firestop systems that are tested and listed in accordance with Sections 714.3.1.2 and 714.4.1.2 shall be conducted by an approved inspection agency in accordance with ASTM E2174		☐				

SI Item No.	Verification and Inspection	Referenced Standard	Check if Req'd	Cont. / Periodic "C" or "P"	RDP "A" or "E"	Special Inspector Initials (field use)	Building Inspector Initials (field use)
48	Fire-resistant joint systems: Inspection of fire-resistant joint systems that are tested and listed in accordance with Sections 715.3 and 715.4 shall be conducted by an approved inspection agency in accordance with ASTM E2393		☐				
Smoke Control Systems - Section 1705.18							
49	During erection of ductwork and prior to concealment for the purposes of leakage testing and recording of device location		☐				
50	Prior to occupancy and after sufficient completion for the purposes of pressure difference testing, flow measurement and detection and control verification		☐				
Additional Special Inspections and Tests							
51	Design Strength of Materials: Section 1706		☐				
52	Alternative Test Procedures: Section 1707		☐				
53	In-Situ Load Tests: Section 1708		☐				
54	Preconstruction Load Tests: Section 1709		☐				
55	Specify other tests, inspections or special instructions as required		☐				
Inspection of Fabricators							
56	Structural Steel		☐				
57	Steel Joists & Girders		☐				
58	Pre-cast Concrete		☐				
59	Prestressed Concrete		☐				
60	Wood Construction (wood trusses, walls, floors, roof assemblies)		☐				
61	Cold-formed steel trusses		☐				

This form is intended for buildings or structures assigned to Seismic Design Category A and wind speeds V_{asd} less than 110 mph. Notify the Commercial Plan Review Division for buildings or structures outside of these parameters.

IAS Table 1 – Minimum Qualifications for Special Inspectors [1,2,3]

No.	Special Inspection Category	Required Experience	Required Certification(s)	Notes
8.1.1	Concrete Construction (Pre-stressed/Precast)	Note 4	ICC Pre-stressed SI and ICC Reinforced Concrete SI	
8.1.2	Reinforced Concrete	Note 4	ICC Reinforced Concrete SI or ACI Concrete Construction SI	
8.2	Nondestructive Testing (NDT)	As per relevant provision for Level II	Hours of field experience as per -CP-189 NDT or SNT-TC-1a NDT	
8.3	Pier and Pile Foundations	Note 4	NICET II (geotechnical or construction or construction material testing or soils)	Note 5
8.4	Post-Installed Structural Anchors in Concrete	Note 4	ICC Reinforced Concrete SI or ACI Concrete Construction SI	
8.5	Soils	Note 4	ICC Soils SI (ICC-EC) or NICET II (geotechnical or construction or construction material testing or soils)	Note 5
8.6	Spray-applied Fire-resistant Materials / Intumescent Fire-resistant Coatings / Mastic Fire-resistant Coatings	Note 4	ICC Spray-Applied Fireproofing SI or ICC Fire Inspector I	
8.7.1	Steel (High-Strength Bolting)	Note 4	ICC Structural Steel and Bolting SI	
8.7.2	Steel (Welding)	5 Years Minimum or per AWS	AWS CWI or ICC Structural Steel and Welding SI	
8.8	Masonry Construction	Note 4	ICC Structural Masonry SI	
8.9	Wood Construction	Note 4	ICC Commercial Building Inspector or ICC Residential Building Inspector	Note 5
8.10	Exterior Insulation and Finish Systems (EIFS)	Note 4	AWCI EIFS Inspector	
8.11	Firestop Systems	Note 4	UL Firestop Examination or FM Firestop Examination	
8.12	Wall Panels, Curtain Walls, and Veneers	Note 4	ICC Commercial Building Inspector or ICC Residential Building Inspector	Note 5
8.13	Smoke Control Systems	Note 4	AABC, NEBB or other equivalent Balancing Technician Certification for personnel, and if subcontracted NEEB/AABC or other equivalent accreditation for agency subcontractor	Note 5
8.14	Mechanical Systems	Note 4	ICC Commercial Mechanical Inspector or ICC Residential Mechanical Inspector	
8.15	Fuel-oil Storage and Piping Systems	Note 4	ICC Commercial Mechanical Inspector or ICC Residential Mechanical Inspector or API Aboveground Storage Tank Inspector	
8.16	Structural Cold-formed Steel	Note 4	ICC Commercial Building Inspector or ICC Residential Building Inspector	Note 5
8.17	Excavation - Sheeting, Shoring, and Bracing	Note 4	NICET II (geotechnical or construction or construction material testing or soils)	Note 5
8.18	High-Pressure Steam Piping (Welding)	5 Years Minimum or per AWS	AWS CWI or ICC Structural Steel and Welding SI	
8.19	Structural Safety - Stability and Mechanical Demolition	Note 4	RDP, PE, or BS Engineering / Architecture where licensing is not practiced or Valid Site Safety Manager Certification	

No.	Special Inspection Category	Required Experience	Required Certification(s)	Notes
8.20	Site Storm Drainage Disposal and Detention	Note 4	ICC Soils SI or NICET II (geotechnical or construction or construction material testing or soils)	Note 5
8.21	Sprinkler Systems	Note 4	ICC Commercial Building Inspector or ICC Residential Building Inspector	Note 5
8.22	Standpipe Systems	Note 4	ICC Commercial Building Inspector or ICC Residential Building Inspector	Note 5
8.23	Heating Systems	Note 4	ICC Commercial Mechanical Inspector or ICC Residential Mechanical Inspector	Note 5
8.24	Chimneys	Note 4	ICC Commercial Mechanical Inspector or ICC Residential Mechanical Inspector	Note 5
8.25	Seismic Isolation Systems	Note 4	RDP, PE, or BS Engineering / Architecture where licensing is not practiced	
8.26	Facade Inspection, as per Owner's Contract Provision or AHJ Requirement	Note 4 f	ICC Commercial Building Inspector or ICC Residential building inspector, having 5 years of experience in high-rise building construction/ maintenance/restoration/ design/engineering, Inspection or as per provision of AHJ. Conversant with ASTM E 2270 and E 2841 and the following: • Factors relevant to historic buildings • Investigation end data collection techniques • Material and repair techniques	Note 5
8.27	Special Cases	Note 4	ICC Commercial Building Inspector or ICC Residential Building Inspector	Note 5

[1] It is recognized that development of qualified inspectors requires those individuals to obtain experience performing inspections of actual work. The requirements herein include such experience as do some of the required certifications. To provide a vehicle for individuals to obtain this experience, they may perform inspections in accordance with written associate or apprentice programs that are prepared by the SIA, approved by the IAS, and meet the requirements of the local governing authority. These programs must include, at a minimum: passing certification exams, when available, administered by third-party agencies, such as the ICC and ACI; in-house SIA and third-party training; observation by the associate or apprentice of inspections performed by certified inspectors; and performance by the associate or apprentice inspectors of duplicate inspections with certified inspectors. This written program will also define the use of associate or apprentice inspectors and will limit their use based upon the level of supervision and the complexity of the inspection assignment. The complexity of an assignment should be minimal and would often be task specific. Supervision should be direct, with a certified inspector being present at the site with the associate or apprentice. The associate or apprentice to certified inspector ratio on a project site should not exceed 1:1. All documents related to work by an associate or apprentice inspector must be cosigned by a certified inspector. The written program must include documentation of compliance with the program.

[2] Abbreviations: SI = Special Inspector; ICC = International Code Council; NICET = National Institute for Certification in Engineering Technologies; AWCI = Association of the Wall and Ceiling Industry; UL = Underwriters Laboratories Inc.; AABC = Associated Air Balance Council

[3] When qualifications for special inspectors are locally defined by statute, ordinance or rule, and vary from the requirements outlined in this criteria, these local requirements may be recognized at the discretion of IAS.

NOTES:

[4] Applicants shall comply with one of the following education and experience requirements, unless stipulated by the AHJ with an additional requirement(s):

a. Professional Engineer (PE), licensed Architect, or Registered Design Professional (RDP) and a minimum of three months of relevant work experience; or
b. Bachelor of Science Degree (BS) in Engineering, Architecture, or Physical Science and a minimum of six months of relevant work experience; where licensing is not practiced minimum experience period may be extended at the discretion of the AHJ ; or
c. Two years of verified college or technical school (copy of diploma or transcript required) and a minimum of one year of relevant work experience; or
d. High school or equivalent graduate (copy of diploma or certificate required) and a minimum of two years of verified relevant work experience; or
e. A minimum of three years of verified relevant work experience.
f. A minimum of two years structural design/engineering experience, or a minimum of two years in manufacturing/testing.

[5] RDPs, PEs, or licensed Architects are exempt from *Required Certification(s)* listed in Table 1 above unless required by AHJ, but are subject to on-site assessment of competence by IAS. Where licensing is not practiced, Bachelor of Science Degree (BS) in Engineering, Architecture, or Physical Science shall be used as equivalent educational need. A relevant number of years of experience as mentioned in Note 4 above are desirable for professionals performing inspection, and the need is based on the area of expertise and the AHJ requirements, if any.