



Statement of Special Inspections

This form is accepted regionally by: City of Spokane Valley, City of Spokane, Spokane County, City of Airway Heights, City of Deer Park, City of Cheney, City of Liberty Lake & Pend Oreille County

Project: _____ Permit Number: _____

Project Address: _____

Owner/Owner's Representative: _____

Owner Address: _____

Architect of Record: _____

Structural Engineer of Record: _____

This Statement of Special Inspections is submitted as a condition for permit issuance in accordance with the Special Inspection and Test requirements of Chapter 17 of the current edition of the International Building Code as adopted by Washington State:

International Building Code (ICC free e-Codes): <http://publicecodes.cyberregs.com/icod/ibc/index.htm>

Washington State amendments (WSBCC): <https://fortress.wa.gov/ga/apps/sbcc/Page.aspx?nid=14>

The Registered Design Professional in Responsible Charge or others as approved by the Building Official shall include a schedule (to be attached as an addendum to this document) of Special Inspections and Tests applicable to this project as well as the required qualifications for the Special Inspection Agency(s) and Inspector(s) of the Special Inspection Agency(s) to perform the duties of the required inspections and tests on this project.

The Special Inspection Agency(s) or Inspector(s) shall keep detailed records of all inspections and tests performed. Results of these inspections and tests (interim reports) shall be provided periodically to the Building Official and the Registered Design Professional in Responsible Charge at a frequency agreed upon by the Registered Design Professional in Responsible Charge and the Building Official prior to the start of work.

Discrepancies found by the Special Inspection Agency(s) or Inspector(s) shall be brought to the immediate attention of the Contractor, Building Official and Registered Design Professional in Responsible Charge; ***If the discrepancies are not immediately corrected, work will be stopped prior to the completion of that phase of work.***

A Final Report of Special Inspections and Tests documenting required special inspections, tests and corrections of any noted discrepancies shall be submitted to the Building Official and the Registered Design Professional in Responsible Charge prior to the issuance of a Certificate of Occupancy.

SUBMISSION OF SPECIAL INSPECTION REPORT(S)

All Special Inspection reports are to be maintained on the project site for inspector reference until project closure. An electronic copy of the reports shall also be provided to the Permit Center of the permitting jurisdiction. Please be sure to reference the project name and permit number(s) associated with the special inspection when submitting electronic reports:

City of Spokane Valley: PermitCenter@SpokaneValley.org

City of Spokane: bdsinfo@SpokaneCity.org

Spokane County: BP@SpokaneCounty.org

City of Airway Heights: CReddekopp@CAWH.org

City of Cheney: SBeeman@CityofCheney.org

City of Deer Park: RKrieger@ci.DeerPark.wa.us

City of Liberty Lake: whammond@libertylakewa.gov

Pend Oreille County: rcruse@pendoreille.org

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

____ Weekly ____ Bi-Weekly Other; specify: _____

Frequency of interim report submittals to the Building Official:

____ Weekly ____ Bi-Weekly Other; specify: _____

The Special Inspection program does not relieve the Contractor of his or her responsibilities. Job site safety and means and methods of construction are solely the responsibility of the Contractor.

IDENTIFICATION OF REQUIRED SPECIAL INSPECTIONS

The following section to be completed by the Registered Design Professional in Responsible Charge or by others as approved by the Building Official of the permitting jurisdiction.

Check the applicable boxes below to identify the Special Inspections required as per Chapter 17 of the current edition of the International Building Code as adopted by Washington State.

The construction components which require special inspections for this project are as follows:

☐ Geotechnical Engineering Analysis *(Site geotechnical investigation/report)*

☐ Site Soil Verification *(Prior to placement of footing forms and reinforcement, the Geotechnical Engineer of Record shall provide a letter bearing his or her stamp and signature to the Building Official for review and approval which states that; based on the Geotechnical Engineer of Record's site observations and testing, the subgrade and foundation grade preparation substantially complies with the geotechnical report recommendations. If observation and testing will be performed by a special inspection & testing company/agency other than the Geotechnical Engineer of Record, the responsible company/agency shall be designated in the Statement of Special Inspection Form.*

- ☐ Deep and Pile Foundations (*Driven, cast-in-place deep foundations and helical piles*)
- ☐ Concrete and Reinforcement, including Shotcrete (*Refer to "Site Soil Verification"; the letter from the Geotechnical Engineer of Record must be received and accepted by the Building Official or his/her designee prior to the building inspection of the footings/reinforcement and placement of concrete*)
- ☐ Anchors Cast in Concrete (*During installation of anchors and placing of concrete around such anchors when allowable loads have been increased or where strength design is used*)
- ☐ Post-Installed Anchors in Hardened Concrete (*Specific requirements for Special Inspection shall be included in the research report for the anchor issued from an approved source in accordance with ACI 355.2 or other qualification procedures. Where specific requirements are not provided, Special Inspection requirements shall be specified by the Registered Design Professional in Responsible Charge and shall be approved by the Building Official prior to the start of work*)
- ☐ Structural Steel Welding
- ☐ Structural Masonry
- ☐ High Strength Bolting (*During all bolt installations and tightening operations*)
- ☐ Sprayed Fire Resistant Materials (*Special Inspections shall be performed after the rough installation of electrical, automatic sprinkler, mechanical and plumbing systems, and suspension systems for ceilings, where applicable.*)
- ☐ Mastic and Intumescent Fire Resistant Coatings (*In accordance with AWCI 12-B and approved construction drawings*)
- ☐ Fire Resistant Penetrations and Joints (*In high-rise and Risk Category III & IV buildings*)
- ☐ Smoke Control (*Testing Scope: 1. During erection of ductwork and prior to concealment for purposes of leakage testing and device location. 2. Prior to occupancy for the purposes of pressure difference testing, flow measurements, detection and control verification.*)
- ☐ Pre-Stressed and Post-Tensioned Concrete
- ☐ Wood Construction (*High-load diaphragms and metal-plate-connected wood trusses spanning 60 ft. or greater*)
- ☐ Wall Panels and Veneers
- ☐ Exterior Insulation and Finish Systems
- ☐ In-house Inspection of Non-Approved Fabricator shop (*Steel, Pre-stressed, Post-tensioned structural concrete and wood structural elements*)
- ☐ Special Cases (*Work that is, in the opinion of the Building Official, unusual in nature; including alternatives to prescribed code, materials or methods that present an unusual hazard or condition, etc.*)
- ☐ Yes ☐ No - Are requirements for Seismic Resistance included in the Statement of Special Inspections? (*To be determined by Registered Design Professional in accordance with Section 1613.3*)
- ☐ Yes ☐ No - Are requirements for Wind Resistance included in the Statement of Special Inspections? (*To be determined by Registered Design Professional*)
- ☐ Other Inspections required by Design Professional or Building Official: _____

ACKNOWLEDGEMENTS

I have read and understand my responsibilities regarding Special Inspections:

Owner/Owner's Representative:

Type or print name

Signature Date

Contractor:

Type or print name

Signature Date

Special Inspection Firm/Agency (Technical Director):

Type or print name

Signature Date

Registered Design Professional in Responsible Charge:

Type or print name

Signature Date

Geotechnical Engineer of Record:

Type or print name

Signature Date

Building Official Acceptance (Verification):

Type or print name

Signature Date

QUALIFICATIONS

The following are the testing agencies and special inspectors that will be retained to conduct tests and special inspections on this project. This form and all information requested must be submitted for review and approval by the Building Official prior to the start of any work. If additional space is needed to show necessary information, please attach additional sheets to the back of the Statement of Special Inspection.

Permit Number: _____

Responsibility	Firm/Agency Name	Address, Phone #, E-mail
1) Special Inspection <i>(Submit qualifications of the Firm/Agency, including individual names, resume w/ work history and certifications for those individuals performing required inspections for review and approval)</i>		
2) Material Testing (for nondestructive testing: submit names, qualifications and certifications for review and approval)		
3) Soils Inspections <i>(The Firm/Agency/Individuals performing the soils inspections must submit their qualifications for review and approval)</i>		
4) Special Cases. <i>(Submit qualifications of the Firm/Agency, including individual names, resume w/ work history and certifications for those individuals performing required inspections for review and approval)</i>		

NOTE: The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, or by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official and the Owner or the Owner's Agent prior to commencing work.

SPECIAL INSPECTION PERSONNEL ROSTER:

Permit Number: _____

Personnel	Qualifications	Address, Telephone, E-mail

NOTE: The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, or by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official and the Owner or the Owner's Agent prior to commencing work.

FIRM/PERSONNEL CHANGE FORM

Notification of new Special Inspection Firm/Agency and/or Inspection Personnel, if applicable.

This document is to be completed and submitted to the Building Official when there is a change in Special Inspection Agency and/or personnel after the start of the project.

Permit Number: _____

New Personnel:

Type or print name

Signature Date

New Personnel:

Type or print name

Signature Date

New Personnel:

Type or print name

Signature Date

New Personnel:

Type or print name

Signature Date

IMPORTANT, PLEASE NOTE: Please attach to this Notification: qualifications of the Special Inspection Firm/Agency including individual names, resume w/ work history and certifications of those individuals performing required inspections for review and approval. The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, or by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official and the Owner or the Owner's Agent, prior to commencing work.



Fabricator Letter of Intent

Project: _____ Permit Number: _____

Project Address: _____

Owner/Owner's Representative: _____

Owner Address: _____

Fabricator Business Name: _____

Fabricator Address/Phone Number: _____

NOTE: This Letter of Intent from the Fabricator is submitted to the Building Official to attest to being retained by the Owner/Owner's Representative as the Fabricator of Record for the above referenced project only.

Indicate type of fabricator below:

☐ Steel Fabricator (*see attached fabricator qualifications / credentials matrix*)

☐ Concrete Fabricator (*provide documentation verifying certification / accreditation from APA, PCI, NPCA, CCI, or equivalent to be considered for approval*)

Fabricator must choose one of the options below for Building Official review and consideration:

☐ Option 1 – Any Fabricator **may** choose to provide documentation demonstrating proof of qualifications and credentials through options listed in the attached Fabricator Qualifications / Credentials Matrix to a participating jurisdiction for review and consideration of accredited status to perform fabrication on this project by the Building Official.

☐ Option 2 – Any Fabricator may choose to remain in a non-accredited status. If Option 2 is selected; in-house/shop special inspection is required to be performed by an approved third party Special Inspection Agency or individual. Please submit a Statement of Special Inspections from the third party Special Inspection Agency or individual retained to perform special inspection services for review and consideration of approval to perform fabrication on this project by the Building Official.

Fabricators must receive written approval from the participating jurisdiction Building Official prior to any work being commenced on the project fabrication/assembly.

At completion of Fabrication, a certificate of compliance must be submitted to the Building Official stating that the work was performed in accordance with the approved construction documents.

Fabricator of Record:

Type or print name

Signature

Date

Owner/Owner's Representative:

Type or print name

Signature

Date

Staff Use Only:

Building Official Determination Specific to Project No.: _____

Fabricator request meets the criteria for approval: ☐ YES ☐ NO - refer to denial letter

Conditions of approval / denial: _____

By: _____ Title: _____ Date: _____



Jurisdictions of Spokane		Structural Steel fabricator/Special Inspection Requirements.	
Accreditation Body	Inspector Requirements	Welder Qualification Requirements.	Remarks.
IAS International Accreditation Service	Sec. 4.5 In house quality control requirement. Sec 4.5.1, AWS CWI or ICC (S2).	Sec 4.6, Welding Personal. Sec 4.6.1, Welding personal shall be by a third Party.	Verify accreditation, yearly. No special inspection required¹.
WABO Washington Association of Building Officials	Sec. D, 2 (f). AWS CWI or ICC (S2) and a backup inspector with the same qualifications.	Welders qualified to WABO 27-13.	Verify accreditation. No special inspection required¹.
AISC American Institute of Steel Construction	Sec 13. QC personnel. Does not address inspector qualifications ² .	Does not address welder qualifications. ³	Verify accreditation, welding inspection personal and welder qualifications. No special inspection required if all personal meet the minimum requirements¹.
Non-accredited Shop	Special Inspection shall apply. 100% of all completed welds shall be inspected prior to paint.	Welder Qualifications shall be verified prior to the start of fabrication.	Special inspection shall be required. And, Chapter 17, 1704.2.5 shall apply.
Other Accrediting bodies. IAPMO, AWS etc.	AWS QC -1 or ICC S2 welding inspector.	Third party qualification of welding personal.	Special inspection requirements shall be based on review of fabricators Accrediting bodies written policies. Special Inspection requirements could apply.

Precast/Pretension Concrete Fabricator			
Accreditation Body	Standards	Inspector Requirements	Remarks
PCI Precast/Prestressed Concrete Institute	ANSI accredited program	Utilizes employee QC inspectors (ACI cert. + BSCE min.)	Multiple categories based on fabricator's products
APA Architectural Precast Association	? Could not access website....	?	?
NPCA National Precast Concrete Association	ANSI accredited program	Fabricators subject to external audits by NPCA	Education/certification institute for fabricator employees
CCI Construction Certification Institute, Inc.	ASTM affiliated	Fabricators subject to external audits by CCI, and utilizes employee QC inspectors	May provide cost effective accreditation
Non-accredited Shop	Special Inspection shall apply.	ICC Prestressed Special Inspector, ACI 318, or equivalent???	Special inspection shall be required. And, Chapter 17, 1704.2.5 shall apply.

All fabricators shall be open to having Special Inspector drop by unannounced during the fabrication of projects which they are listed as the inspection agency of record.

Non-Destructive Testing: Complete Joint Penetration welds and splices, shall be subject to Ultrasonic testing or Radiographic Testing. 100% of all welds shall be tested. Unless a reduced inspection rate is implemented by the engineer of record. Test criteria shall be per AWS D1.1, Clause 6.

1). Approved Fabricator requirement: At completion of fabrication, the *approved* fabricator shall submit a *certificate of compliance* to the *building official* stating the work was performed in accordance with the *approved construction documents*.

2). 100% of all welds shall be visually inspected. Inspector qualifications shall be AWS CWI (QC 1 or ICC special inspector S2).

3). All welders shall be tested by an independent third party testing agency. AWS D1.1 / WABO 27-13 will be the governing standards, when conflict is found between the two standards the more stringent testing criteria shall apply.

List of local testing agencies for WABO/AWS welder qualification test.

Local – Independent testing Agencies for welder qualification test. (WABO Accredited welder facility)			
Allwest Testing & Engineering. 509-954-0070	Anvil Welding Instruction. 509-891-5914	OXARC Inc. 509-535-7794	Spokane Community College. 509-533-7150
The following Local Union also perform testing, but are not open to the public	Ironworkers Lo #14 509-922-3577	Sheet Metal Workers 509-928-5009	Inland Empire JATC 509-535-7794

Clarification of the current tables for inspection and verification testing.

Due to the removal of the steel/welding verification criteria table 1704.3 of the IBC 2012 and the addition of 1705.2.1. AISC 360 Sec N., this section of AISC does not address special inspections and required quantities of inspection as the table in previous additions of the IBC. This needs to be for both shop and field welding.

Recommend Using the Verification table 1704.3 IBC 2009- for inspection of structural steel.



Minimum Qualifications for Special Inspectors (Personnel):

1. Special inspectors must be employed by an accredited agency (office /laboratory).
2. Special Inspectors must maintain certifications / accreditations for the materials testing and special inspections they will perform per the following table:

SPECIAL INSPECTION CATEGORY	REQUIRED CERTIFICATION(S)
1. Earthwork / Soils	
1A. Geotechnical Engineering Geotechnical Engineer to verify his/her recommendations have been implemented prior to installation of foundation concrete.	Registered Geotechnical Professional, Design Professional or Building Official Approval
1B. Site Soils * (Per geotechnical report and construction documents prepared by the registered design professional)	WAQTC Aggregate, WAQTC Embankment & Base, ICC Soils, and/or NICET Soils Level 1
1C. Deep and Pile Foundations (Driven or cast-in-place deep foundations and helical piers)	Verification that recommendations are followed. Design Professional or Building Official Approval.
2. Concrete	
2A. Reinforced Concrete *	ACI Field Technician – Grade I and ICC Reinforced Concrete Special Inspector and/or WABO Reinforced Concrete (RC)
2B. Anchors Cast in Concrete *	ICC Reinforced Concrete Special Inspector and/or WABO Reinforced Concrete (RC)
2C. Post-Installed Anchors in Hardened Concrete*	ICC Reinforced Concrete Special Inspector, WABO Proprietary Anchors (PA), Approval by Building Official
2D. Pre-Stressed Concrete / Post Tensioned Concrete *	ICC Pre-Stressed Concrete and/or WABO Prestressed Concrete (PC) or PCI Pre-Cast/Pre-Stressed Quality Control Technician/Inspector Level I or II, if Project Specifications Require PCI Certification
2E. Shotcrete	ICC Reinforced Concrete Special Inspector, WABO Shotcrete (SC) and/or Building Official Approval
3. Masonry	
3A. Structural Masonry *	ICC Structural Masonry and/or WABO Structural Masonry (SM)
4. Structural Steel	
4A. Structural Steel Welding *	AWS Certified Welding Inspector (CWI); ICC Structural Steel & Welding and/or WABO Structural Welding (SW)
4B. Certified Welding Inspection (as per plans)	AWS Certified Welding Inspector
4B. Non-Destructive Testing - Level II	ASNT SNT-TC-1A, Level II (Submit written practice & NDT procedures)
4C. Non-Destructive Testing - Level III	ASNT SNT-TC-1A, Level III (Submit written practice & NDT procedures)
4D. In-House Inspection of Non-Approved Fabricator Shop (Steel, Pre-Stressed,	Approval by Building Official

Post-Tensioned Structural Concrete, and Wood Structural Elements)	
4E. Cold-Formed Steel Framing*	WABO Cold-Formed Steel Framing (CF), ICC Structural Steel Welding and/or WABO Structural Steel and Bolting, WABO Structural Welding, Approval by Building Official (Fabricator does not need to be certified for manufacturing purposes)
5. Bolting	
5A. High-Strength Bolting * (During all bolt installations and tightening operations)	ICC Structural Steel & Bolting and/or WABO Structural Steel & Bolting (SSB)
6. Fire Resistant Materials	
6A. Sprayed Fire Resistant * Materials (Special inspections shall be performed after the rough installation of electrical, automatic sprinkler, mechanical and plumbing systems, and suspensions systems for ceilings, where applicable.)	ICC Spray-Applied Fireproofing and/or WABO Spray-Applied Fire-Resistive Materials (FP)
6B. Mastic and Intumescent Fire Resistant Coatings (in accordance with AWC 12-B and approved construction drawings)	ICC Spray-Applied Fireproofing and/or WABO Spray-Applied Fire-Resistive Materials (FP)
6C. Fire Resistant Penetrations and Joints (In high-rise and Risk Category III & IV buildings)	Building Official Approval
6D. Smoke Control (Testing Scope: 1. During erection of ductwork and prior to concealment for purposes of leakage testing and device location. 2) Prior to occupancy for the purposes of pressure testing, flow measurements, detection and control verification)	Building Official Approval
7. MISCELLANEOUS	
7A. Wood Construction (High-load diaphragms and metal-plate- connected wood trusses spanning 60 ft. or greater)	WABO Lateral Wood (LW) or Building Official Approval
7B. Wall Panels and Veneers	Building Official Approval
7C. Special Cases (Work that is, in the opinion of the Building Official, unusual in nature, alternatives to prescribed code, materials or methods that present an unusual hazard of condition, etc.)	Building Official Approval
7D. Exterior Insulation and Finish Systems	Building Official Approval

* Indicates only ONE of the listed certifications is required.

Minimum Qualifications for Special Inspection Agency (Office/Laboratory):

1. Inspection agencies must maintain current laboratory accreditation for ASTM E329 (Standard Specification for Agencies Engaged in Construction Inspection and/or Testing) from a national accreditation entity. In addition, Inspection agencies must maintain accreditation for the subcategory standards for which they offer services. The following table presents the subcategories relative to construction materials testing and special inspections.

E329 STANDARD SPECIFICATION FOR AGENCIES ENGAGED IN CONSTRUCTION INSPECTION, TESTING OR SPECIAL INSPECTION

Subcategories of ASTM E 329

C 1077	Standard Practice for Agencies Testing Concrete and Concrete Aggregate for Use in Construction and Criteria for Testing Agency Evaluation
C 1093	Standard Practice for Accreditation of Testing Agencies for Masonry
D 3666	Standard Specification for Minimum Requirements for Agencies Testing and Inspecting Road and Paving Materials
D 3740	Standard Practice for Minimum Requirements for Agencies Engaged in Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction
E 605	Standard Test Methods for Thickness and Density of Sprayed Fire Resistive Material (SFRM) Applied to Structural Members
	The American Society for Non-Destructive Testing (ASNT) SNT-TC-1A
	or as an option
E 543	Standard Specification for Agencies Performing Non-Destructive Testing (optional to have)

Examples of National Laboratory Accreditation Entities:

- American Association of State Highway and Transportation Officials (AASHTO) AMRL Accreditation Program
- American Association for Laboratory Accreditation (A2LA) Program
- International Accreditation Service (IAS)
- National Voluntary Laboratory Accreditation Program (NVLAP)

**Agencies who perform Welder Qualifications (only one option is required)

WABO Approved Welder Examiner/Examiner Facility**

WABO	Agency must be an WABO Approved Welder Examiner Facility
	Examiner must be a WABO Approved Welder Examiner

AWS Approved Welder Examiner/Examiner Facility

AWS	Agency must be an AWS Accredited Facility
	Examiner must be a Certified Welding Inspector