



CITY OF WILSONVILLE

BUILDING DIVISION

Address: 29799 SW Town Center Loop E, Wilsonville, OR, 97070
Phone: (503) 570-1553 Fax: (503) 682-7025 www.ci.wilsonville.or.us

COMMERCIAL SPECIAL INSPECTION AGREEMENT

(Special inspection, testing and structural observation agreement)

Permit Number: _____

Project Name: _____

Project Address: _____

THIS AGREEMENT PRESENTS THE REQUIREMENTS FOR SPECIAL INSPECTION, TESTING AND STRUCTURAL OBSERVATION FOR COMMERCIAL, INDUSTRIAL, AND MULTI-FAMILY CONSTRUCTION DESIGNED FOLLOWING THE 2010 OREGON STRUCTURAL SPECIALTY CODE (THE 2009 INTERNATIONAL BUILDING CODE WITH 2010 OREGON AMENDMENTS)

For a building permit to be issued, the owner or the owner's authorized agent shall complete and sign Sections C and D of this agreement acknowledging understanding and intent to comply with the requirements of the *Special Inspections and Structural Observations Program*.

In accordance with Oregon Structural Specialty Code (OSSC) Sections 107.1, and 1705, the structural observations and on-site special inspections have been identified in a program statement prepared by the registered design professional in responsible charge for all work that falls within the categories specifically identified in OSSC Chapter 17.

The program statement will be included within the approved construction documents, and the special inspections and structural observations will be determined and administered from this statement.

All special inspections identified within the statement presented in the approved construction documents shall be inspected or tested in accordance with the provisions of OSSC Section 1704. The special inspector shall comply with the duties and responsibilities presented in Sections II and V of the OBOA Special Inspection Program and shall observe and document the work for conformance with the approved plans and specifications. All written results of these inspections or tests, including noncompliance lists and final summary letters, shall be provided to the Building Official and the registered design professional in responsible charge.

Special inspections are in addition to and do not replace inspections required to be performed by City inspectors. Before proceeding with the project, City inspectors must approve all work after a report by the special inspector has been provided. Example: Prior to placing concrete in a footing/foundation, approval by BOTH the special inspector and City inspector must be obtained.

The final special inspection and structural observation reports shall be submitted to the Building Division **a minimum of two days prior to requesting a final inspection.** A final inspection request will not be granted until the final special inspection and structural observation reports have been deemed acceptable by the Building Division.

A. SPECIAL INSPECTION AND TESTING (To be completed by plans examiner)

The following inspections have been indicated within the program statement prepared by the design professional in responsible charge:

Inspection of Fabricators (OSSC 1704.2)	Cast-in-Place Deep Foundations [Pier Foundation] (OSSC 1704.9)
Steel Construction (OSSC 1704.3)	Helical Pile Foundations (OSSC 1704.10)
Concrete Construction (OSSC 1704.4)	Sprayed Fire-Resistant Materials (OSSC 1704.12)
Masonry Construction (OSSC 1704.5)	Mastic & Intumescent Fire-Resistant Coating (OSSC 1704.13)
Wood Construction (OSSC 1704.6)	EIFS (OSSC 1704.14)
Soils (OSSC 1704.7)	Smoke Control (OSSC 1704.16)
Driven Deep Foundations [Pile Foundation] (OSSC 1704.8)	Post-Installed Anchors (OSSC 1704.15(3))
In accordance with OSSC Section 1704.15, the building official has determined that the following <i>Special Case</i> inspections are required: _____ _____	

B. STRUCTURAL OBSERVATION / OSSC SECTION 1710 (To be completed by plans examiner)

Structural Observation Program is not required for this project
Structural observation shall be provided following the program noted in the Structural Drawings
The building official has determined that structural observation is required with the following frequency and extent: _____

C. NAMES OF PARTIES INVOLVED (To be completed by applicant)

Please complete the following information by listing the general contractor responsible for construction and the design professionals involved in the project. **This information is provided for identification only, signatures are not required.**

Contractor: _____ Engineer of Record: _____

Architect of Record: _____ Geotechnical Engineer: _____

From the list on the following page, indicate the special inspection agency(s) assigned to perform the inspections. The OBOA-approved agency list is provided for your convenience.

A special inspection agency may be chosen from any of the approved inspector lists accepted by the Building Division. The Building Division recognizes the agency lists published by the Oregon Building Officials Association (OBOA), the City of Corvallis, and the Washington Association of Building Officials (WABO).

If the agency you desire to employ is not included within the approved lists, use the “Other” box to indicate the agency or inspector you intend to use. A written request to use this agency or individual shall be submitted to the Building Division, and the agency’s qualifications and validation demonstrating competence to perform inspections for the type of construction in question must be presented to the Building Official for review.

If multiple special inspection types are required and multiple agencies will be used, identify each agency and the special inspections they will perform.

ACS Testing Inc. (503) 443-3799	Krazan & Associates, Inc. (425) 485-5519
Carlson Testing Inc. (503) 684-3460	Mayes Testing Engineers, Inc. (503) 281-7515
Clair Company, Inc. (800) 383-8855	Northwest Geotechnical Inc. (503) 682-1880
Kleinfelder, Inc. (503) 644-9447	Professional Service Industries, Inc. (PSI) (503) 289-1778
FEI Testing and Inspections, Inc. (541) 757-4698	KPFF Special Inspection Group (503-227-3251)
Other:	Phone Number:

D. SIGNATURE (To be completed by applicant)

The owner/authorized agent has read the requirements of the Special Inspection and Structural Observation Program, as presented in the program statement prepared by the designer in responsible charge, and Chapter 17 of the 2010 OSSC, and agrees to comply with the terms and conditions of the program.

Owner/Authorized Agent: _____ Date: _____

E. ACCEPTED FOR THE BUILDING DIVISION (To be completed by plans examiner)

Plans Examiner: _____ Date: _____

For any questions pertaining to this agreement, please call (503) 570-1556.

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