



## City of Black Hawk

Community Planning and Development  
211 Church St, PO Box 68  
Black Hawk, CO 80422  
Visit: [www.cityofblackhawk.org](http://www.cityofblackhawk.org)  
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## SAFEbuilt Inc.

Dan Wester, Chief Building Official  
(303) 450-8814  
[Dwester@safebuilt.com](mailto:Dwester@safebuilt.com)



# **REGISTERED DESIGN PROFESSIONAL SPECIAL INSPECTION AND TESTING AGREEMENT** **INTERNATIONAL BUILDING CODE (IBC)**

**(IBC -Refers to the code cycle the plans were reviewed and approved under)**

Project Name: \_\_\_\_\_ Building Permit: \_\_\_\_\_

Project Address: \_\_\_\_\_

## **GENERAL PROGRAM GUIDELINES**

Black Hawk's Special Inspection and Testing Program is in place to clarify the respective responsibilities of all parties concerned regarding required Special Inspection and Testing during the construction of the above project. Before any inspections may be scheduled for the project, the Special Inspection and Testing Agreement must be read and signed by the owner, registered design professional of record, or contractor.

In addition to the completed Special Inspection and Testing Agreement, the owner, registered design professional of record, or contractor must provide the name(s) and qualifications of the individual(s) actually performing the special inspections, **for each applicable type of inspection**, to Community Planning & Development (CP&D), by emailing the agreement to [cpdinquiry@cityofblackhawk.org](mailto:cpdinquiry@cityofblackhawk.org). CP&D and SAFEbuilt Inc. will review and approve in accordance with Chapter 17 of the International Building Code (IBC). The City of Black Hawk has contracted its Building Division services through SAFEbuilt Inc.

Special Inspection and Testing shall meet the minimum requirements of Chapter 17 of the IBC 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 SAFEbuilt Inc. prior to substituting special inspection personnel:**

Special Inspection agencies shall notify SAFEbuilt Inc. and gain approval at least 24 hours **prior to** replacing or substituting for approved special inspection personnel. Special Inspection personnel who have not been pre-approved by SAFEbuilt Inc. must be approved **before** making any special inspections. In these cases, a representative of the special inspection agency may contact **DAN WESTER, Black Hawk Chief Building Official**, to gain verbal approval of the change or substitution. If verbal approval is obtained, SAFEbuilt Inc. must receive documentation regarding the special inspector's qualifications within 24 hours obtaining verbal approval in order to formalize the approval.

#### **2. Observe Work:**

The Special Inspector shall observe the work for conformance with the SAFEbuilt Inc. approved

(stamped) design drawings, specifications, and applicable workmanship provisions of the adopted IBC. When a continuous inspection is required, the Special Inspector shall be on site and in the general area at all times while a work-requiring inspection is **in progress**. When periodic inspections 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 hot and cold weather precautions and restrictions, in accordance with the IBC 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 current weather conditions or methods of construction in use. The Special Inspector shall bring any noncompliance with such applicable precautions and restrictions to the immediate attention of SAFEbuilt Inc.

**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 (within 30 business days) or is about to be incorporated into the work, the Special Inspector shall document the item(s) in the field inspection report and shall also notify SAFEbuilt Inc. in a timely manner (within 30 business days).

**4. Furnish field reports:**

The Special 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 SAFEbuilt Inc. 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 unresolved as applicable; and
- d. Itemized changes authorized by the architect or engineer, and the Building Division giving reasons for such changes, if not included in non-conformance items.

**5. Furnish final report:**

The Special Inspector or inspection agency shall submit a final signed report to SAFEbuilt Inc. It must state that all items requiring special inspections 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, 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 SAFEbuilt Inc. approved plan. Adequate notice shall be provided so 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 SAFEbuilt Inc. building inspector upon request.

**C. Owner Responsibilities**

The project owner, registered design professional of record, or contractor acting as the owner's agent shall fund special inspection services.

**D. Registered Design Professional of Record Responsibilities**

The registered design professional of record is responsible for any design changes in addition to acknowledgment and approval of shop drawings, which may detail structural information, and for submission of such changes to SAFEbuilt Inc. for approval. The registered design professional of record is also responsible for specifying any additional Special Inspections for the project, in the comment section of the attached Special Inspection and Testing Checklist.

### **SPECIAL INSPECTION AND TESTING CHECKLIST**

SAFEbuilt Inc. requires Special Inspections in accordance with Chapter 17 of the IBC. An 'X' in the box in the left-hand margin designates the special inspections required for this project. These designated special inspections are the minimum required by the building code. The registered design professional of record may specify any additional special inspections, which may be necessary for this particular project.

- ☐ **Concrete** - During the taking of test specimens and placing of reinforced concrete.
- ☐ **Bolts installed in concrete** - Prior to and during installation of bolts and placing of concrete around such bolts.
- ☐ **Special moment-resisting concrete frame** - As required by the International building Code.
- ☐ **Reinforcing steel, prestressing steel tendons, helical piers, or caissons** -
  - During all stressing and grouting of tendons in pre-stressed concrete
  - During placing of reinforcing steel and pre-stressing tendons for all concrete required to have special inspection.
  - Reinforcing steel in concrete piers, footings and foundations

☐ **Structural welding -**

- During the welding of any member or connection, which is designed, to resist loads and forces required by the International Building Code.
- During the welding of special moment resisting steel frames
- During the welding of reinforcing steel

☐ **High-strength bolting -** During all bolt installations and tightening operations.

☐ **Structural masonry -**

- For other than fully grouted open-end hollow-unit masonry, during preparation and taking of any required prisms or test specimens, placing of all masonry units, inspection during placement of reinforcement of grout space, immediately prior to closing of cleanouts, and during all grouting operations.
- For fully grouted open-end hollow unit masonry, during preparation and taking of any required prisms or test specimens, at the start of laying units, after the placement of reinforcing steel, grout space prior to each grouting operation, and during all grouting operations.

☐ **Reinforced gypsum concrete -** When cast-in-place Class B gypsum concrete fill when used as part

☐ **Spray-applied fireproofing -** As required by the IBC Chapter 17

☐ **Post-tensioned slab -** During construction of post-tensioned slab installations and tensioning operations for post-tensioned tendons

☐ **Special excavation, filling and compaction -** During earth-work excavations, filling and compaction operations.

☐ **Concrete, Grout and/or Mortar Testing -** As required by Chapter 17 of the IBC.

Comments:

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### ACKNOWLEDGMENTS

I have read and agree to comply with the terms and conditions of this Special Inspection and Testing Agreement.

Responsible Party: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Registered Design Professional: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_