



MOHAVE COUNTY DEVELOPMENT SERVICES

BUILDING DIVISION

Mailing Address: P. O. Box 7000, Kingman, Arizona 86402-7000

3250 E. Kino Avenue, Kingman, AZ 86409
Phone: (928) 757-0903 Fax: (928) 757-3577

1130 E. Hancock Rd., Bullhead City, AZ 86442
Phone: (928) 758-0707 Fax: (928) 763-0870

700 N. Hwy. 91, Bldg. B, Beaver Dam, AZ. 86432
Phone: (928) 347-4904 Fax: (928) 347-4905

www.mohave.gov

SPECIAL INSPECTION AND TESTING AGREEMENT

When the architect or engineer of record specified work requiring special inspection and/or testing per Section 1704 of the Mohave County adopted International Building Code, 2018 Edition (IBC) on the approval plans or submittal documents, before building permits may be issued, this agreement must be completed:

Project Name _____

Project Address _____

Building Permit No. _____

BEFORE A PERMIT CAN BE ISSUED:

The owner, or the engineer or architect of record requiring special inspections acting as the owner's agent, if no other conflicts of interest exist, shall complete this agreement and the attached structural tests and inspections schedule including the required acknowledgements. Following permit issuance, a preconstruction conference with the parties involved will be held to review the special inspection requirements and procedures.

APPROVAL OF SPECIAL INSPECTORS:

Each special inspector will be approved by the building division prior to performing any duties. Each special inspector shall submit copies of their qualifications: i.e. ICC, ACI, ASNT, or other certification credentials, and picture identification to the building division for filing. They may be subject to a personal interview to evaluate the individuals work experience and suitability as a special inspector.

Special inspection and testing shall meet the minimum requirements of IBC Section 1704. The following conditions are also applicable:

Duties and Responsibilities of the Special Inspector

1. Observe work

The special inspector shall observe the work for conformance with the building division approved design drawings and specifications and applicable workmanship provisions of the IBC Architect or engineer reviewed shop drawings and/or placing drawings may be used only as an aid to inspection. Special inspections are generally to be performed on a continuous basis, meaning that the special inspector is on site in the general area at all times observing the work requiring special inspection, however periodic inspections may be performed, with prior approval by the building division, based on a written plan reviewed and approved by the building division and the project engineer or architect of record prior to the start of the work requiring special inspections.

2. Report nonconforming items

The special inspector shall bring nonconforming items to the immediate attention of the contractor and note all such items in the daily report. 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 division by telephone or in person, notify the engineer or architect, and post a discrepancy notice.

3. Furnish inspection reports

On request, each special inspector shall furnish a daily report for each day's inspections to remain at the jobsite with the

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contractor for review by the building division's inspector. The special inspector or inspection agency shall furnish weekly reports of tests and inspections directly to the Building Division, project engineer or architect, and others as designated. These reports must include the following:

- a. Description of daily inspections and tests made with applicable locations;
- b. Listing of all nonconforming items;
- c. Report on how nonconforming items were resolved or unresolved as applicable; and
- d. Itemized changes authorized by the architect, engineer and building division if not included in nonconformance items.

4. Furnish final report

The special inspector or inspection agency shall submit a final signed report to the building division stating that all items requiring special inspection 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 provisions of the IBC. Items not in conformance, unresolved items or any discrepancies in inspection coverage shall be specifically itemized in this report.

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 approved plan. Adequate notice, at least twenty-four (24) hours in advance, shall be provided so that the special inspector has time to become familiar with the project.

2. Provide access to the approved plans

The contractor is responsible for providing the special inspector access to approved plans at the jobsite.

3. Retain special inspection records

The contractor is responsible for retaining at the jobsite all special inspection records submitted by the special inspector, and providing these records for review by the building division's inspector upon request.

Building Division Responsibilities

1. Approve special inspection

The building division shall approve all special inspectors and special inspection requirements.

2. Monitor special inspection

Work requiring special inspection and the performance of special inspectors shall be monitored by the building division's inspector. County building inspector approval is required prior to placement of concrete or similar activities in addition to that of the special inspector.

3. Approve changes to the approved plans

The building division shall review changes to the plans and approve them prior to work beginning in the field.

4. Issue Certificate of Occupancy

The building division may issue a Certificate of Occupancy after all special inspection reports and the final report have been submitted and accepted and all non-conforming items satisfactorily resolved.

Owner Responsibilities

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

Engineer or Architect of Record Responsibilities

The engineer or architect of record specifying special inspection shall include the special inspection requirements on the plans and specifications, properly seal all construction documents and any subsequent field changes to the approved drawings, and submit them to the Building Division for review and approval prior to authorizing the work to be performed in the field.

SPECIAL INSPECTION AND TESTING SCHEDULE

In accordance with Section 1704 of the International Building Code, 2018 Edition, I certify that I am familiar with the structural design of the above-named project, and I specify the following special inspections/tests to be performed.

Special Inspection/Testing (IBC Sec 1704)	Required	Comment
1. CONCRETE: Structural design must show the f'_c for each part of the structure.	Yes No	
2. BOLTS INSTALLED IN CONCRETE: Section 17 Table 1705.3	Yes No	
3. REINFORCING STEEL Table 1705.3	Yes No	
4. PRESTRESSING STEEL TENDONS:	Yes No	
5. STRUCTURAL WELDING: Except when done in an approved fabricator's shop.	Yes No	
6. FABRICATOR'S CREDENTIALS are required to be submitted (T1704.2.5.1 IBC) Attached: NOTE: Permit will not be issued until this information received.	Yes No	Fabricators Name _____ ICC Cert No. _____
7. SPECIAL MOMENT-RESISTING STEEL FRAMES: Non-destructive testing required	Yes No	
8. WELDING REINFORCED STEEL	Yes No	
9. HIGH-STRENGTH BOLTING	Yes No	
10. STRUCTURAL MASONRY	Yes No	
11. REINFORCED GYPSUM CONCRETE	Yes No	
12. INSULATING CONCRETE FILL	Yes No	
13. SPRAY-APPLIED FIRE-RESISTIVE MATERIALS	Yes No	
14. PILING, DRILLED PIERS, CAISSON	Yes No	
15. SHOTCRETE IBC Sec 1908	Yes No	
16. SPECIAL GRADING, EXCAVATION, FILLING	Yes No	
17. SMOKE-CONTROL SYSTEM	Yes No	
18. SPECIAL CASES: As required by an ICC or other Alternate Materials Report	Yes No	Report # _____ By: _____ Attach two (2) copies.



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ACKNOWLEDGEMENTS

Project Name: _____

Address: _____

I am requiring the special inspections indicated in this agreement and agree to comply with the terms and conditions of this special inspection and testing agreement for this project:

Project Engineer/Architect:

_____ By: _____ Date: _____

I have read and agree to comply with the terms and conditions of this special inspection and testing agreement for this project:

Owner: _____ By: _____ Date: _____

Contractor: _____ By: _____ Date: _____

Special Inspector/Inspection Agency:

_____ By: _____ Date: _____

ACCEPTED FOR THE MOHAVE COUNTY DEVELOPMENT SERVICES DEPARTMENT BUILDING DIVISION

By: _____ Title: _____ Date: _____

After being completed and accepted by the Mohave County Building Division, this agreement becomes a part of the approved plans of the project named herein. All changes to the approved plans require approval by the registered designer and the Building Division prior to beginning the work in the field.



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SPECIAL INSPECTION FINAL REPORT

Special Inspector's Name: _____ Date: _____

Project Name: _____

Address: _____

To the Chief Building Official:

This is to certify that I performed special inspection on the following portions of the work at the above address, for which I was employed to inspect:

Based upon my personal observation and written reports of this work it is my judgment that the inspected work was performed, to the best of my knowledge, in accordance with the approved plans, specifications, and the applicable workmanship provisions of the International Building Code, 2018 Edition.

Special Inspector's Signature: _____ Date: _____

cc: Client/Owner
Architect/Engineer



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SPECIAL INSPECTOR DAILY REPORT

Inspector's Name: _____ Date: _____

Project Name/Address: _____

Inspection Type(s)/Coverage: _____

Continuous () Periodic () Time Inspection Began: _____ Ended: _____

Describe Inspections Made, Including Locations: _____

List Tests Made: _____

List Items Requiring Correction and Previously Listed Items Corrected:

List Changes to Approved Plans Authorized by Architect or Engineer and Approved by the Building Division:

Comments: _____

To the best of my knowledge, work inspected was in accordance with the building division approved plans and applicable workmanship provision of the IBC, except as noted above.



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SPECIAL INSPECTOR IDENTIFICATION

Inspector's Name: _____ Date: _____

Employed By: _____

Project Name: _____

Address: _____

Special Inspections to Perform: _____

ICC Certification(s)/Credential(s) _____

ATTACH COPIES IN THE SPACE BELOW, THE PICTURE ID AND CREDENTIAL(S) SUBMITTED:



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This Special Inspection Report will not be accepted until:

- All supporting reports are attached: with proper labeling, addressing and inspectors
- All Reports must have site specific address, assessor's parcel numbers and lot numbers.
 - One site per report
- Special inspectors must match the signed Special Inspection Testing agreement.
 - With current certifications attached.
- The Special Inspection and Testing Agreement has been fulfilled.

This final report has been approved and accepted by:

Mohave County Chief Building Official: _____

On this day: _____