



**City of Tualatin**  
**Building Division**  
10699 SW Herman Rd  
Tualatin, OR 97062  
Phone: 503-691-3044

## BUILDING DIVISION 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 2022 Oregon Structural Specialty Code (the 2021 International Building Code with 2022 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 their 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, 1704.2, 1704.3, and 1704.6, 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 1705. The special inspector shall comply with the duties and responsibilities presented in the Oregon Building Officials Association (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. STRUCTURAL OBSERVATIONS (OSSC § 1704.6)**

- Structural observations are not required for this project
- Structural observations 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: \_\_\_\_\_

**B. REQUIRED SPECIAL INSPECTIONS AND TESTS (OSSC § 1705)**

- Special Cases (OSSC § 1705.1.1) \_\_\_\_\_
- Steel Construction (OSSC § 1705.2)
- Concrete Construction (OSSC § 1705.3)
  - Anchors Cast in Concrete (OSSC Table 1705.3)
  - Anchors Post-installed in Hardened Concrete Members (OSSC Table 1705.3)
- Masonry Construction (OSSC § 1705.4)
- Wood Construction (OSSC § 1705.5)
- Soils (OSSC § 1705.6)
- Driven Deep Foundations (OSSC § 1705.7)
- Cast-in-Place Deep Foundations (OSSC § 1705.8)
- Helical Pile Foundations (OSSC § 1705.9)
- Structural Integrity of Deep Foundation Elements (OSSC § 1705.10)
- Fabricated Items (OSSC § 1705.11)
- Special Inspections for Wind Resistance (OSSC § 1705.12)
- Special Inspections for Seismic Resistance (OSSC § 1705.13)
  - Structural Steel (OSSC § 1705.13.1)
  - Structural Wood (OSSC § 1705.13.2)
  - Cold-formed Steel Light-frame Construction (OSSC § 1705.13.3)
  - Designated Seismic Systems (OSSC § 1705.13.4)
  - Architectural Components (OSSC § 1705.13.5)
  - Plumbing, Mechanical and Electrical Components (OSSC § 1705.13.6)
  - Storage Racks (OSSC § 1705.13.7)
  - Seismic Isolation Systems (OSSC § 1705.13.8)
  - Cold-formed Steel Special Bolted Moment Frames (OSSC § 1705.13.9)
- Testing for Seismic Resistance (OSSC § 1705.14)
- Sprayed Fire-Resistant Materials (OSSC § 1705.15)
- Mastic and Intumescent Fire-Resistant Coatings (OSSC § 1705.16)
- Exterior Insulation and Finish Systems (EIFS) (OSSC § 1705.17)
- Fire-Resistant Penetrations and Joints (OSSC § 1705.18)
- Testing for Smoke Control (OSSC § 1705.19)
- Sealing of Mass Timber (OSSC § 1705.20)
- Radon Mitigation Inspections (OSSC § 1705.21)

**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:** \_\_\_\_\_  
**Architect of Record:** \_\_\_\_\_  
**Engineer of Record:** \_\_\_\_\_  
**Geotechnical Engineer:** \_\_\_\_\_

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 OBOA and the Washington Association of Building Officials (WABO). The OBOA-approved agency list is provided for your convenience.

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

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

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 for review and approval by the Building Official. Include with this request qualifications and validations demonstrating the agency's or individual's competence to perform inspections for the types of construction in question.

**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 2022 OSSC, and agrees to comply with the terms and conditions of the program.

**Owner/Authorized Agent:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**E. ACCEPTED FOR THE BUILDING DIVISION**

Plans Examiner: \_\_\_\_\_ Date: \_\_\_\_\_

For any questions pertaining to this agreement, please call (503) 691-3044