

## **INSPECTION REQUIREMENTS**

**DOCUMENT NUMBER: 00270**

**APPLICATION: ELEMENTARY, MIDDLE AND HIGH SCHOOL**

### **DATE OF ISSUE:**

**10-07-15** - **Revised notes**  
12-18-06 - Added reference to Building Code Management website  
01-26-06 - Revised notes  
06-25-04 - Revised notes

### **NOTES:**

#### **1. Code Inspections**

##### **a. General:**

Refer to the Building Code Management (BCM) website found at <http://www.sdhc.k12.fl.us/departments/21/building-code> for instructions regarding code-required inspections. These inspections are SPECIFICALLY listed on the Inspection Request Form provided with the Building Permit.

The Contractor/Construction Manager is to forward the Inspection Request Form by e-mail to the BCM per the instructions on the Building Permit.

The Design Professional is to be **copied** on the Inspection Request Form. The Design Professional is required to inspect as needed to certify the facility as safe and occupiable, and this responsibility may not be delegated to the BCM inspector.

##### **b. Threshold Building Inspections:**

When threshold inspections are required, they're to be specified as part of the construction contract. Threshold inspections are typically provided by the Material Testing Lab.

Threshold Building Inspection Reports are to be sent to the Design Professional via e-mail, with a copy to the Building Code Manager.

#### **2. Quality Control and Contract Compliance Inspections**

##### **a. General:**

Inspections which are not specifically listed on the Inspection Request Form are to be requested directly from the Design Professional via e-mail. These are not to be sent to the Building Code Management Department.

Mishandled inspection requests may result in the need to uncover work for inspection by the Design Professional.

##### **b. Substantial Completion, Final Completion and 1-Year Warranty Inspections:**

These inspections will be scheduled by the Design Professional upon confirming that the project is ready for inspection. The selected time and date is to be sent to the Project Coordinator seven days in advance of the inspection in order to give School District staff adequate notice. The Design Professional, Consultants, and Contractor/Construction Manager must be present at the inspection.

### **ATTACHMENTS:**

None