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| --- | --- | --- | --- | --- | --- |
| ucseal_540_139 | **University of California, Berkeley**  **Division of Real Estate**  **Construction Inspection Checklist** | | | | |
| **Project Name:** | | | **Project Mgr.:** | |
| **Project Number:** | | **General Contractor:** | | |
| **Building/CAAN#:** | | | | |
| **Scope:** | | | | |
| **Inspector of Record:** | | **Fire Marshal:** | | **Date issued:** |

This document identifies the office that should be contacted first regarding inspection of the work described in each category.  Each contractor inspection request (CIR) must be entered in the "on-line CIR system."  The categories set forth in this document are general, so work may be inspected by the identified office, another office, or multiple offices, depending upon the specific nature of the work.  If an office other than the office identified herein is performing the inspection or related inspection(s), the party requesting the inspection will be notified.  ​Regardless of which office or offices inspect the work, all work must be in compliance with all applicable codes and with standards set forth in the contract documents.

| **Description** | **n/a** | **Primary contact** | **Observed By** | **Remarks** | **Date** |
| --- | --- | --- | --- | --- | --- |
| 1. Fire Alarm System |  | CFM |  |  |  |
| Smoke/Heat Detectors -Functional test |  |  |  |  |  |
| Manual Pull Stations |  |  |  |  |  |
| Initiation Device – Labeling |  |  |  |  |  |
| Initiation Device – Wiring |  |  |  |  |  |
| Automatic Closing Doors - Fire Alarm |  |  |  |  |  |
| Automatic Closing Doors - Loss of Power |  |  |  |  |  |
| Telephone Line Central Monitor Station |  |  |  |  |  |
| Fan Shutdown |  |  |  |  |  |
| Fire/Smoke Dampers: Operations & Testing   * Air Balancing must be complete |  |  |  |  |  |
| Air Sampling System - Functional Test   * Air Balancing must be complete * Contractor must complete system * Commission and submit the report to CFM prior testing. |  |  |  |  |  |
| Horn/Strobes - Functional Test |  |  |  |  |  |
| Horn /Strobes – Wiring |  |  |  |  |  |
| Horn /Strobes – Labeling |  |  |  |  |  |
| Fire Sprinkler System - Tamper Switch |  |  |  |  |  |
| Fire Sprinkler System - Flow Switch Test (Inspector’s Test) |  |  |  |  |  |
| Battery Test |  |  |  |  |  |
| Card-Key Door Operation |  |  |  |  |  |
| Magnetic Door Hold-Open Device Test |  |  |  |  |  |
| Roll-Down Door Test |  |  |  |  |  |
| Elevator Phase I & II |  |  |  |  |  |
| EN-11 Items |  |  |  |  |  |
| Record of Completion |  |  |  |  |  |
| Specialty System (specify): |  |  |  |  |  |
| As-Built Plans and voltage drop calculations |  |  |  |  |  |
|  |  |  |  |  |  |
| 2a. Fire Resistance Rated Assemblies |  | BO |  |  |  |
| HVAC Shafts |  |  |  |  |  |
| Other Shafts (Elevator, Toilet Exhaust) |  |  |  |  |  |
| Stairway Shafts |  |  |  |  |  |
| Exterior Walls and openings |  |  |  |  |  |
| Horizontal Exit (2 hour) Walls |  |  |  |  |  |
| Fire barrier Walls (e.g. control areas) |  |  |  |  |  |
| Fire/Smoke Damper - Installation |  |  |  |  |  |
| Fire/Smoke Damper - Location |  |  |  |  |  |
| Through Penetration Fire Stops |  |  |  |  |  |
| 2b. Doors & Fire/smoke damper commissioning |  | CFM |  |  |  |
| Doors - Fire Protection rating |  |  |  |  |  |
| Doors - Opening Force |  |  |  |  |  |
| Doors - Latching (including the 3 second closing test) |  |  |  |  |  |
| Doors - Panic Hardware Operation |  |  |  |  |  |
| Fire/Smoke Damper - Functional Test |  |  |  |  |  |
| Fire/Smoke Damper - Differential Pressure Test |  |  |  |  |  |
|  |  |  |  |  |  |
| 3. Fire Sprinkler System |  | CFM |  |  |  |
| Pre-Installation Piping Inspection |  |  |  |  |  |
| Sprinklers - Type , SIN |  |  |  |  |  |
| Sprinklers - Temperature Rating |  |  |  |  |  |
| Sprinklers - Pressure Rating |  |  |  |  |  |
| Sprinklers - Orientation |  |  |  |  |  |
| Sprinklers - Response Element |  |  |  |  |  |
| Sprinklers - Location |  |  |  |  |  |
| Sprinklers - Spacing |  |  |  |  |  |
| Pipe - Diameter |  |  |  |  |  |
| Pipe - Type |  |  |  |  |  |
| Fittings |  |  |  |  |  |
| Hangers - Cross Main |  |  |  |  |  |
| Hangers - Branch Line |  |  |  |  |  |
| Hangers - Fasteners (Type, Size, and Location) |  |  |  |  |  |
| Riser Support |  |  |  |  |  |
| Seismic Bracing - Location |  |  |  |  |  |
| Seismic Bracing - Angle |  |  |  |  |  |
| Seismic Bracing - Brace Pipe (Length and Diameter) |  |  |  |  |  |
| Seismic Bracing - Fasteners (Type, Size, and Location) |  |  |  |  |  |
| Seismic Bracing - Flexible Couplings |  |  |  |  |  |
| Seismic Bracing - Clearances |  |  |  |  |  |
| Seismic Bracing - End of Branch Line Restraint |  |  |  |  |  |
| Valve Operation Test (Open/Close) |  |  |  |  |  |
| Main Drain Test   * Floor Control Valves * Standpipe * Main Riser |  |  |  |  |  |
| Inspector's Test Valve |  |  |  |  |  |
| Hydrostatic Test |  |  |  |  |  |
| Fire Department Connection |  |  |  |  |  |
| Signs   * Hydraulic Nameplate (each floor) |  |  |  |  |  |
| Final Inspection after construction is complete |  |  |  |  |  |
| EN-11 Items |  |  |  |  |  |
| Contractor's Material and Test Certificate |  |  |  |  |  |
| As-Built plans and hydraulic calculations |  |  |  |  |  |
| Anchors – hangers/seismic |  |  |  |  |  |
|  |  |  |  |  |  |
| 4. Standpipe - Fully Functional |  | CFM |  |  |  |
| Valves and Caps - Physical condition |  |  |  |  |  |
| Valves - Open/Close |  |  |  |  |  |
| Standpipe Flow Test |  |  |  |  |  |
| En-11 Items |  |  |  |  |  |
| Contractor's Material and Test Certificate |  |  |  |  |  |
| Signs |  |  |  |  |  |
| 2½” Swivel connections on drain |  |  |  |  |  |
| Hydraulic Nameplate |  |  |  |  |  |
| As-Built plans and hydraulic calculations |  |  |  |  |  |
|  |  |  |  |  |  |
| 5. Portable Fire Extinguishers: |  | CFM |  |  |  |
| Classification |  |  |  |  |  |
| Location |  |  |  |  |  |
| Ratings |  |  |  |  |  |
| Cabinet Door |  |  |  |  |  |
| Signs |  |  |  |  |  |
|  |  |  |  |  |  |
| 6. Emergency Lights - Interior |  | CFM |  |  |  |
| Location |  |  |  |  |  |
| Illumination Test |  |  |  |  |  |
| 90 Minutes Duration |  |  |  |  |  |
|  |  |  |  |  |  |
| 7. Means of Egress: |  | CFM |  |  |  |
| Stairs - rise/run, landings |  |  |  |  |  |
| Stairs - guardrails, handrails |  |  |  |  |  |
| Egress doors operational |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| 8. Illuminated exit signs: |  | CFM |  |  |  |
| Location |  |  |  |  |  |
| 90 Minute Duration |  |  |  |  |  |
|  |  |  |  |  |  |
| 9. Exterior Exit Paths (Ramps, Stairs, Guardrails ) |  | CFM |  |  |  |
| Suitable Walking Surface |  |  |  |  |  |
| Emergency Light Illumination Test |  |  |  |  |  |
| 90 Minute Duration |  |  |  |  |  |
| Exterior Doors |  |  |  |  |  |
| Exterior Guardrails/Handrails |  |  |  |  |  |
| Slopes/ cross slopes |  |  |  |  |  |
|  |  |  |  |  |  |
| 10. Elevator |  | CFM |  |  |  |
| Recall |  |  |  |  |  |
| Capture |  |  |  |  |  |
| Fire Call (Alternate Floor) |  |  |  |  |  |
| Signage Associated with Elevators |  |  |  |  |  |
|  |  |  |  |  |  |
| 11. HVAC System Balancing |  | BO |  |  |  |
| Special systems (e.g. CO monitoring, commercial kitchens) |  | CFM |  |  |  |
|  |  |  |  |  |  |
| 12. Refrigeration controls |  | CFM |  |  |  |
|  |  |  |  |  |  |
| 13. Occupant Evacuation Signs |  | CFM |  |  |  |
|  |  |  |  |  |  |
| 14. Room Identification |  | CFM |  |  |  |
|  |  |  |  |  |  |
| 15. Stair Identification |  | CFM |  |  |  |
|  |  |  |  |  |  |
| 16. Emergency/Standby Generator |  | CFM |  |  |  |
| Fuel storage including monitoring systems |  |  |  |  |  |
|  |  |  |  |  |  |
| 17. Building Identification (name, address, etc.) |  | CFM |  |  |  |
|  |  |  |  |  |  |
| 18. Knox Box-Keys (2 Sets for Each Box Unless CFM Approved) 2 Card keys for each different card key access door for each Knox Box |  | CFM |  |  |  |
|  |  |  |  |  |  |
| 19. Knox Box - Plans, Floor and Site |  | CFM |  |  |  |
|  |  |  |  |  |  |
| 20.Utilities |  | BO |  |  |  |
| Pipe Inspection |  |  |  |  |  |
| Fittings |  |  |  |  |  |
| Thrust Blocks |  |  |  |  |  |
| Torque Test |  |  |  |  |  |
| Backfill |  |  |  |  |  |
| Backflow Preventer |  |  |  |  |  |
| Hydrostatic Test (Domestic Only) |  |  |  |  |  |
| Flushing (Domestic Only) |  |  |  |  |  |
| Hydrants |  |  |  |  |  |
| Indicating valves (e.g. OS&Y) on BFP |  |  |  |  |  |
| Backflow Preventer |  |  |  |  |  |
| Fire Department Connection |  | CFM |  |  |  |
| Hydrostatic test (fire water) |  | CFM |  |  |  |
| Flushing (fire water) |  | CFM |  |  |  |
| Contractor’s Material and Test Certificate |  | CFM |  |  |  |
|  |  |  |  |  |  |
| 21.Building |  | BO |  |  |  |
| Footing/Slab Rebar/Vertical Rebar/Concrete Placement |  |  |  |  |  |
| Piers |  |  |  |  |  |
| Hold-downs/Anchor Bolts |  |  |  |  |  |
| Shoring/Lagging |  |  |  |  |  |
| Other (Specify): |  |  |  |  |  |
| Framing |  |  |  |  |  |
| Stucco Lath |  |  |  |  |  |
| Gyp Bd |  |  |  |  |  |
| Shear Wall Nailing |  |  |  |  |  |
| Roof Nailing |  |  |  |  |  |
| Insulation |  |  |  |  |  |
| Other (specify): |  |  |  |  |  |
|  |  |  |  |  |  |
| 22. Electrical |  | BO |  |  |  |
| Slab |  |  |  |  |  |
| Under Ground |  |  |  |  |  |
| Rough |  |  |  |  |  |
| Megger Test Feeders |  |  |  |  |  |
| Torque Feeder/Breaker Lugs |  |  |  |  |  |
| T-Bar |  |  |  |  |  |
| Service |  |  |  |  |  |
| Temporary Power |  |  |  |  |  |
| Title 24 Pt. 6 Report with Calculations |  |  |  |  |  |
| Other (Specify): |  |  |  |  |  |
|  |  |  |  |  |  |
| 23. Mechanical |  | BO |  |  |  |
| Rough |  |  |  |  |  |
| T-Bar |  |  |  |  |  |
| Flue |  |  |  |  |  |
| Ducting |  |  |  |  |  |
| HVAC,incl. air balancing |  |  |  |  |  |
| Hood(s) |  |  |  |  |  |
| Boiler |  |  |  |  |  |
| Fire/Smoke Damper Installation |  |  |  |  |  |
| Title 24 Pt. 6 Report with Calculations |  |  |  |  |  |
| Other (Specify): |  |  |  |  |  |
|  |  |  |  |  |  |
| 24. Plumbing |  | BO |  |  |  |
| Underground |  |  |  |  |  |
| DWV/Rough |  |  |  |  |  |
| Gas Line |  |  |  |  |  |
| Gas Test |  |  |  |  |  |
| Waterline |  |  |  |  |  |
| Accessibility |  |  |  |  |  |
| Shower Pan |  |  |  |  |  |
| Rainwater Leader |  |  |  |  |  |
| Water Heater |  |  |  |  |  |
| Title 24 Pt. 6 Report with Calculations |  |  |  |  |  |
| Other (Specify): |  |  |  |  |  |
|  |  |  |  |  |  |
| 25. Accessibility |  | BO |  |  |  |
| Path of Travel |  |  |  |  |  |
| Grading |  |  |  |  |  |
| Guard- and Handrails |  |  |  |  |  |
| Signage |  |  |  |  |  |
| Other (Specify): |  |  |  |  |  |

\* CFM-Campus Fire Marshal, BO-Building Official

|  |  |  |  |
| --- | --- | --- | --- |
| **Fire Clearance** | | | |
| Name | Title | Signature | Date |
|  |  |  |  |
| Notes and restrictions: | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Building Final** | | | |
| Name | Title | Signature | Date |
|  |  |  |  |
| Notes and restrictions: | | | |