



Development Services Public Directive

Directive Type: Temporary Policy Change

Effective Date: April 13, 2020

From: Office of the Building Official

Pertinence: Commercial Building Inspections

Directive:

Effective April 13, 2020, the Building Inspection Division will be implementing temporary inspection protocols, for commercial building projects, in response to the COVID-19 virus threat. These protocols will replace the currently implemented protocols and are as follows:

1. Partial structure inspections will be limited to 3 story projects and greater. For projects where the scope includes less than 3 stories, only full project inspections will be performed.
 - Whole floor inspections will be the minimum inspection area on 3+ story projects.
 - Specific room, or partial area inspections will not be allowed on any project.
2. All trade rough-in inspections will be performed at once, in accordance with protocol 1.
 - MEP Rough-in and framing inspections will be performed during a single inspection. This is a significant change to previous protocol so please let your scheduling staff know they will need to coordinate with the general contractor to ensure all trades are ready for a rough-in inspection before any single trade schedules.
3. The structure/story to be inspected shall be vacated of all workers during inspections. Means of access to the area of inspection is to be included in the vacation of workers requirement. Should a contractor's representative be desired to accompany an inspector, prior approval from the Building Official shall be required. FaceTime, Skype, or similar video conferencing service may be utilized in place of a representative accompanying the inspector. Inspectors are required to provide one of the above technology options to contractors on every inspection as to maintain the communication channels during inspections. Structures/stories not vacated of workers will not be entered by Building Division staff.
4. Should a contractor's representative not be allowed to accompany the inspector, in person, during the inspection, the contractor shall be provided a written report, detailing each correction item along with an associated picture of the discrepancy. This report shall be provided to the contractor no later than the work day following the inspection.
5. General contractors will be required to coordinate with their subs and with Bill Porteous, porteousw@ci.missoula.mt.us or (406) 239-1381, before rough-in inspections are scheduled. Bill

Porteous will coordinate the Building Division staff to perform these inspections at a single time, as determined by the coordination between the general contractor and Bill Porteous.

6. Final inspections of work will follow the same protocols as rough-in inspections and will be performed during a single visit to the site and in accordance with all above protocols.

Inspections of work, not conforming to the above protocols, will be terminated or cancelled and the inspection failed, at the inspector's discretion, should the inspector feel their health safety, or the health safety of others, is not being adequately addressed by the general contractor, their staff, or subcontracted staff, in accordance with this directive. In continuance of standard inspection protocol, no work shall be covered in the event of a failed, terminated, or canceled inspection.

It is the intention of the Building Division to facilitate the continuation of construction projects, but only to the extent that public and staff health risks are not being compromised. The Building Division is committed to maintaining a safe work environment for our staff and will not place our staff or the construction community in a situation where our staff could transmit a virus to every jobsite they visit.

Thank you for your patience and understanding as we navigate this dynamic and evolving situation and attempt to provide a balance between public safety and the continuation of construction projects within the City.

Should you have any questions regarding this directive, please contact Aaron Bowman, City Building Official at BowmanA@ci.missoula.mt.us for assistance.

End of Directive