

**Florida Board of Professional Engineers
Structural Rules Committee Minutes
November 14, 2017
2pm via Conference Call
FBPE Board Office
Tallahassee, Florida**

1. Call to Order, Roll Call, Determination of Quorum and Address Absences

Mr. Fleming called the meeting to order. Ms. Raybon called roll.

Committee Members Present:

Kevin Fleming, P.E., Committee Chair
Anthony Fiorillo, P.E., S.I.
Pankaj (PJ) Shah, P.E.
Babu Varghese, P.E., S.I.

Attorney General's Office:

Lawrence Harris, Assistant Attorney General, Counsel to the Board

Staff Members Present:

Zana Raybon, Executive Director
Rebecca Sammons, Assistant Executive Director

Public Advisors:

Doug Barkley, P.E., FES
Jim Schock, P.E.

2. Introduction of Guests and Announcements

Tom Deckert
Andrew Lovenstein, P.E., FSEA
Paul Danforth, P.E., GFA
Tom Grogan, P.E., FSEA

3. Discussion on possible revisions to SI Application

Mr. Harris went over the proposed language to Rule 61G15-35.003 and amendments to the SI application that was provided prior to the meeting via email by Ms. Sammons. The proposed amendments to the rule were: (the revised application is attached)

61G15-35.003 Qualification Program for Special Inspectors of Threshold Buildings.

(1) The minimum qualifying criteria for Special Inspectors of Threshold Buildings, also referred to as Threshold Inspectors, established by the Board shall be as follows:

(a) Proof of current licensure in good standing as a licensed professional engineer in the State of Florida whose principal practice is structural engineering or whose principal practice is in performing structural field inspections on Threshold Buildings.

(b) Licensed professional engineers whose principal practice is structural engineering shall also have three (3) years of experience in performing structural field inspections on threshold buildings pursuant to a threshold inspection plan and two (2) years of experience in the structural design of threshold buildings. For the purpose of these criteria, structural design shall mean the design of all structural components of the building and shall not be limited to specific structural components only, such as foundations, prestressed or post-tensioned concrete, etc.

(c) Licensed professional engineers whose principal practice is structural field inspections shall have five (5) years of experience in performing structural field inspections on Threshold Buildings pursuant to a threshold inspection plan and possess each of the certifications identified in paragraph 61G15-35.004(2)(f), F.A.C., at the time of application.

(2) Applications.

(a) The instructions and application form for Special Inspector, Form FBPE/006 (04/17) is hereby incorporated by reference, "Application for Special Inspector Certification." Copies of Form FBPE/006 may be obtained from the Board office or by downloading it from the internet website www.fbpe.org/licensure/application-process or at <https://www.flrules.org/Gateway/reference.asp?No=Ref-08308>.

(b) All applications for certification as a Special Inspector shall be submitted to the Board on Form FBPE/006.

(c) Applications shall contain the following basic information pertaining to the applicant:

1. Name,
2. Florida license number,
3. A list of projects submitted for experience credit.

a. Project descriptions. For each project identified, the following shall be clearly listed:

1 a. The beginning and ending experience dates;

2 b. The time spent on design or inspection work, expressed as a percentage of the applicant's total work time; and,

3 c. A description of work performed sufficient to clearly demonstrate that the minimum qualification criteria has been met, including the components designed or inspected and details of the threshold inspection plan.

b. Credible experience. The Board will only grant experience for full time work on projects identified pursuant to subparagraph (2)(c)3.a. For projects with overlapping time periods, the total amount of time claimed for all projects, including design and/or inspection activities, cannot exceed one hundred percent (100%) of the applicant's time during the period claimed.

4. Letters of recommendation from three registered professional engineers whose principal practice is structural engineering in the State of Florida, one of whom must be certified as a Special Inspector,

5. The signature, date and seal by the applicant attesting to the competency of the applicant to perform structural inspections on threshold buildings; and,

6. Completed form FBPE/006.

(d) Upon a determination that the application contains all of the information requested by these rules, review of the application shall be scheduled for consideration by the Board. Such applications may be approved, rejected or deferred for further information by the Board. If the Board defers an application for additional information, it shall notify the applicant of the information needed. Applicants shall be notified in writing of the Board's actions as soon as practicable and, in the case of rejected applications, the Board shall set forth the reasons for such rejection.

(3) Roster of Special Inspectors. The Board shall maintain a roster of all persons certified as Special Inspectors pursuant to the criteria established in these rules and the law. The roster shall be made available to interested parties upon request. The roster shall be updated on a continuing basis and additions or deletions to the latest published roster may be verified by contacting the Board office.

Rulemaking Authority 471.008, 471.033(2) FS. Law Implemented 471.015(7), 471.033, 553.79(5)(a) FS. History--New 4-19-01, Amended 7-7-02, 4-5-04, 11-29-04, 2-4-13, 2-28-16, 6-6-16, 6-26-17.

Discussion followed. The committee authorized Mr. Harris to revise the language and the SI application and present to the December 2017 board meeting

Motion by Mr. Fiorillo, seconded by Mr. Varghese, to present the amendments to Rule 61G15-35.003 as discussed to the December 2017 FBPE board meeting, the motion passed.

Motion by Mr. Fiorillo, seconded by Mr. Varghese, to approve the SI application as amended and present it the board at the December 2017 FBPE board meeting, the motion passed.

4. Discussion on issues with SI's in South Florida
 - a. ASTM E329

Mr. Fleming talked about this issue and how to go forward. Discussion followed. This item was tabled for the next meeting.

5. New Business

None.

6. Comment and Concerns

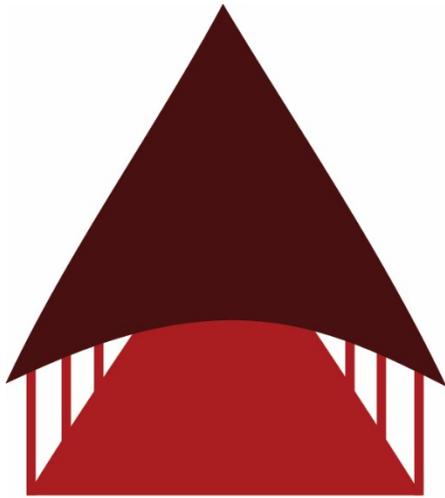
None.

7. Set Next Meeting Date

Mr. Fleming asked staff to look at setting the next conference call for the week of January 8th.

8. Adjourn





FBPE

**FLORIDA BOARD OF
PROFESSIONAL ENGINEERS**

**2639 North Monroe Street, Suite B-112
Tallahassee, FL 32303**

**Application for
Special Inspector Certification**

GENERAL INFORMATION

ALL INFORMATION MUST BE TYPED. NOT TYPING THE INFORMATION PROVIDED IN THE APPLICATION WILL RESULT IN THE PAYMENT AND APPLICATION BEING RETURNED TO YOU TO BE FILLED OUT CORRECTLY. THIS WILL CAUSE A DELAY IN THE PROCESS AND MAY RESULT IN A MISSED APPLICATION DEADLINE.

Section 553.79(5)(a), Florida Statutes, requires that a Special Inspector perform structural inspections on threshold buildings pursuant to ~~in accordance with~~ a structural inspection plan (threshold inspection plan) describing specific inspection procedures and schedules such that the building can be adequately inspected for compliance with the permitted documents. Inspections shall include shoring and re-shoring during construction. Further Section 471.015(7) Florida Statutes states that special inspectors shall meet the requirements for qualification established by the Florida Board of Professional Engineers in Rule 61G15-35.003, Florida Administrative Code.

You are hereby advised that professional engineers shall not commit misconduct in the practice of their profession and that such misconduct includes, but is not limited to, performing work when not qualified by training or experience in the field or discipline of professional engineering involved. Further, engineers shall not make any statement or claims which misrepresent pertinent facts concerning their past employment or work with the intent and purpose of enhancing their qualifications.

In accordance with Rule 61G15-35.003, Florida Administrative Code, upon receiving the assignment as Special Inspector for a building, you must file a signed, dated, and sealed certificate with the enforcement authority stating that you are competent to provide inspection of that structure.

All required written reports shall be prepared by you and bear your seal, and shall be submitted to the enforcement agency in accordance with Section 553.79(5)(d), Florida Statutes.

Prior to the issuance of a Certificate of Occupancy, you are required to file a signed and sealed statement of compliance with the enforcement agency in accordance with Section 553.79(7)(a), Florida Statutes.

QUALIFICATIONS CRITERIA

Please refer to Rule 61G15-35.003(1), F.A.C. for the minimum qualifying criteria necessary for certification as a special inspector of threshold buildings. Please note, as required by this rule,

- a. Experience claimed must be full time;
- b. For design experience to be credited, it must include all components of a threshold building and not be limited to specific components;
- c. For inspection experience to be credited, it must be performed pursuant to a threshold inspection plan;
- d. Experience claimed for projects cannot exceed one hundred percent (100%) of an applicant's total time. If projects claimed overlap, please ensure the time claimed for each project does not add up to more than 100%.



APPLICATION FOR SPECIAL INSPECTOR CERTIFICATION

**Fee: \$230
(Made Payable to FBPE)**

NAME	Last:	First:	Middle:
MAILING ADDRESS	Number and Street:		Apt/Lot No.:
	City:	State:	Zip Code: County:
HOME TELEPHONE NUMBER:	BUSINESS TELEPHONE NUMBER:		FLORIDA PROFESSIONAL ENGINEER NUMBER:
EMAIL ADDRESS: *Do you wish to receive correspondence via email? Yes No All email addresses are public records pursuant to F.S. Chapter 119.011(12).		*SOCIAL SECURITY NO.: *Social Security numbers are mandatory pursuant to Title 42 United States Code, Sections 653 and 654; and Sections 455.203(9), 455.213(1), 409.2577, and 409.2598, Florida Statutes.	

QUALIFICATION SECTION OF SPECIAL INSPECTOR APPLICATION

Please use a separate form for each project

Please complete the form below. **Use one form for Inspection experience and one form for Design experience.** Design experience is only recognized for projects where the designs are **all components of complete threshold buildings and shall not be limited to specific structural components only, such as foundations, prestressed or post-tensioned concrete, etc.** List the type of project and the occupancy. Identify features that qualify the design as a threshold-type building or the scope of the inspection, the number of **months** of experience claimed for this project, and the name and license number of the structural engineer of record for this project.

Submitted for:

_____ Field Inspections

_____ Structural Design Experience

1. Project identification and location.				
2. Occupancy type(s).				
3. Identify features that will qualify the design as being a threshold type building. (See definition contained in the General Information included with this application.)				
4. Scope of field inspection or description of structural systems designed by applicant.				
5. Number of months experience claimed for this project.	Start Month/Year	End Month/Year	Total Month/Year	<u>% of Total Time</u>
6. Name and license number of structural engineer of record or special inspector for the project.				

I am a professional engineer currently licensed in the State of Florida and my principal practice is in structural engineering or structural field inspections. I hereby certify that the above statements are true and correct and that I have the technical competency to perform structural inspection on threshold type buildings as required by Section 553.79(5)(a), Florida Statutes.

Applicant Signature, PE Number, date, and seal here

FLORIDA BOARD OF PROFESSIONAL ENGINEERS

ATTENTION: Special Inspector Application Desk

2639 N. MONROE STREET, SUITE B-112

TALLAHASSEE, FLORIDA 32303

(850) 521-0500

LETTER OF RECOMMENDATION FOR SPECIAL INSPECTOR CERTIFICATION

Name of Applicant PE #

Name of Person Completing Form PE #

SI # _____

Street Address

Street Address

City, State, Zip Code

City, State, Zip Code

Telephone No.

Indicate date form was forwarded to reference: _____

I am submitting an application for certification as a Special Inspector. I am listing your name for a Letter of Recommendation. Would you please complete this form and mail it to the Board of Professional Engineers.

1. I have known applicant from _____ to _____.
2. During this time, I know that this applicant has worked as a structural engineer or performed structural field inspections and has gained experience in the area of inspection of Threshold Buildings.
3. Please comment on the applicant's engineering work as it relates to threshold type buildings.

A. Experience: _____

B. Ability: _____

C. Competency: _____

(SEAL)

Signature

Date Signed