



Private Provider Inspections

Description: A fee owner may choose to use a private provider to provide building code inspection services. A private provider and any duly authorized representative may only perform building code inspections that are within the disciplines covered by that person's licensure or certification.

Documents Required

Forms and applications available at <https://www.cityofdoral.com/all-departments/building/forms-building/>

- Private Provider Job Site Directory**
 - Shall be always maintained at job site for City inspectors' verification.
- Notice of Commencement (if applicable)**
- Private Provider Inspection Reports**
 - Reports shall be prepared and bear the written or electronic signature of the private provider or the private provider's duly authorized representative. The duly authorized representative must be an employee of the private provider entitled to receive reemployment assistance benefits under chapter 443 of the Florida Statutes.
- Special Inspector Reports**
 - Inspection reports shall be prepared by and bear the seal of the special inspector and submitted to the City.
- Private Provider Certificate of Compliance**
 - Shall be submitted upon completion of all required inspection for each trade.

Inspection Request Procedures

1. A private provider performing required inspections shall notify the building official of the date and approximate time of any such inspection no later than the prior business day by 3 p.m.
 - To notify the building official, request such inspection using the City of Doral's Citizen Self-Service Portal (CSS). All required inspections will be noted on the permit Inspection Card and available for request in CSS. Required inspections for any trade and/or sub permit shall be requested under the sub permit number.
 - Per F.S 553.791(9) the local building official may visit the building site as often as necessary to verify that the private provider is performing all required inspections. F.S 553.791(19) also permits the local building code enforcement agency to audit building code inspections by the Private Provider up to four (4) times a month.
2. Upon completion of the required inspection, the private provider shall post each Private Provider Inspection Report, indicating pass or fail, to the building official within 2 business days.
 - Private Provider Inspection Reports shall be added as attachments to the scheduled inspection(s) immediately AFTER it is scheduled.
3. Failed inspections must be reinspected and requested PRIOR to being concealed.
4. Upon completion of all required inspections, the private provider shall prepare a certificate of compliance summarizing ALL inspections performed. The certificate shall be signed and sealed by the private provider and include the following statement:

To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans and the applicable codes.
5. TCO/TCC requests shall follow the instructions from the TCO/TCC Instructions and Application-AFFIDAVIT Form from the City of Doral Forms webpage found in the link above.
 - The building official shall visit the building site for TCO/TCC and Building Final inspections.