

QUALITY ASSURANCE OPTIONS (continued)

INDEPENDENT INSPECTION SERVICE www.woodworkinstitute.com/about/services.asp

When requested and on a fee basis, the Institute's Director of Architectural Services will be made available for independent inspection service, with respect to issues pertaining to the architectural millwork industry as defined within or covered by the *Architectural Woodwork Standards (AWS)*.

This service is typically available within WI's service area of Arizona, California, Nevada and Oregon; however, will be performed outside the service area for additional charges. Request for service requires submittal of a completed WI 'Request For Independent Inspection Service' form by a contractual party (owner, design professional, contractor or supplier/fabricator) to our Administrative Office in West Sacramento, California.

Policy and Procedure Highlights

A physical inspection is required to review and submit a written report. Inspection will be based on the Architectural Woodwork Standards, Custom Grade unless the project specifications provide otherwise.

If inspection is to be based on other standards or specification requirements, a full copy of such shall be provided to the Institute at the time of an Independent Inspection Service request.

Member and Member Licensees are afforded the privilege of being billed for services; whereas, Non-Members and/or Non-Member Licensees must pay the applicable fees in advance, including deposits, before any service is rendered.

Inspector assignments will be based on availability and the efficiency of field office location for travel.

Service requests shall be submitted through our Administrative Office in West Sacramento, California.

Cost Highlights

The Physical Inspection fee is a flat rate fee on any projects located within the Institute's service area of Arizona, California, Nevada, and Oregon.

The basic flat fee is \$1,500 per project, including one hour of on-site inspection time, subject to the following applicable discounts:

WI Member	25%
-----------	-----

Additional charges (subject to applicable discounts shown above for the hourly rates only), will be assessed for inspection of projects not meeting the above service area requirements, including \$200 per hour for any additional on-site inspection time and \$100.00 per hour for all time spent away from the inspector's field office, not to exceed 8 hours per day (including all travel time and standby time), billed in quarter hour increments. Plus reimbursement for all additional expenses, including mileage, as applicable at the Federal approved per mile allowance for personal car use, coach class airfare, auto rental, along with reasonable lodging, meals, and miscellaneous travel expenses.