



SPECIAL INSPECTION FORMS

Published: July 5, 2018

Project Title: _____ Permit Application #: _____
Project Address: _____

STATEMENT OF SPECIAL INSPECTION FORM

This Statement of Special Inspections is submitted in fulfillment of the requirements of CBC Sections 1704 and 1705. Special Inspections and Testing will be performed in accordance with the approved plans and specifications, this statement and CBC Sections 1704, 1705, 1706, 1707, and 1708.

The attached Schedule of Special Inspections summarizes the Special Inspections and tests required. Special Inspectors will refer to the approved plans and specifications for detailed special inspection requirements.

Any additional tests and inspections required by the approved plans and specifications will also be performed.

BEFORE A PERMIT CAN BE ISSUED:

The owner or his representative, on the advice of the registered design professional in responsible charge, shall complete, sign by all parties, and submit two (2) copies of this package to this Division for review and approval. All signatures required on page 2 shall be complete prior to the acceptance of the Special Inspection Form.

**Inspection/Counter Staff and Plan Check Agencies –
verify signatures on page 2 are complete prior to acceptance
of Special Inspection form.**

BUILDING & SAFETY DIVISION

831/420-5120 • FAX 831/420-5434
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The owner and his general contractor, where applicable, shall also acknowledge the following conditions applicable to Special Inspection and/or Testing.

1. The Owner recognizes his or her obligation to ensure that the construction complies with the approved permit documents and to implement this program of special inspections.
2. Contractor is responsible for proper notification to the Inspection or Testing agency for items listed.
3. Only the testing laboratory should take samples and transport them to their laboratory.
4. Copies of all laboratory reports and inspections are to be sent directly to this Division and to the registered design professional in responsible charge by the Testing agency on a weekly basis.
5. Inspection agency to submit names and qualifications of on-site special inspectors to this Division for approval. Submission of qualifications is not required when the agency utilizes the inspectors who are pre-approved by the City. See list attached.
6. The agency must provide each special inspector with an identification badge that indicates the following:
 - a. Name of Inspector
 - b. Photo of Inspector
 - c. The specific areas in which the inspector is qualified to inspect
 - d. An authorization signature by the registered engineer who is a full-time employee of the agency
7. The special inspector shall display his/her badge whenever performing the function of an inspector
8. The special inspector is responsible to the Chief Building Official for immediate notification of any concerns and/or problems encountered.
9. It is the responsibility of the contractor to review the Building Division approved plans for additional inspection or testing requirements that may be noted. A pre-construction conference at the job site is recommended to review special inspection procedures.
10. The special inspector shall use only Building Division approved drawings.
11. BEFORE AN OCCUPANCY PERMIT CAN BE ISSUED: A Final Report of Special Inspections documenting required Special Inspections, testing and correction of any discrepancies noted in the inspections shall be submitted prior to issuance of a Certificate of Use and Occupancy (Section 1704.2.4). The Final Report will document:
 - a. Required special inspections
 - b. Correction of discrepancies noted in inspections
12. A Copy of final report is to be maintained at the job site for Building Inspector's review prior to final inspections.

ACKNOWLEDGEMENTS:

Registered Design Professional in Responsible Charge:

Print Name: _____ Sign: _____ Date: _____

Owner's Authorization:

Print Name: _____ Sign: _____ Date: _____

Licensed Contractor:

Print Name: _____ Sign: _____ Date: _____

Special Inspection Agency:

Agency Name: _____ Sign: _____ Date: _____

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SPECIAL INSPECTION AND TESTING AGENCIES

The following are the testing agencies and special inspectors that will be retained to conduct tests and inspection on this project.

Responsibility	Firm Name	Address, Telephone, E-mail
1. Special Inspection		
2. Material Testing For nondestructive testing , submit names, qualifications , and certifications for review and approval		
3. Soils Inspections per Table 1705.6 The company and/or individuals performing the soils inspection must submit their qualification for review and approval		

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SEISMIC AND WIND RESISTANCE

Seismic Requirements (Section 1705.12)

Description of seismic-force-resisting system and designated seismic systems subject to special inspections on accordance with Section 1705.12:

The extent of the seismic-force-resisting system and designated seismic systems is defined in more detail in the construction documents.

Wind Requirements (Section 1705.11)

Description of main wind-force-resisting system and designated wind resisting components subject to special inspections in accordance with Section 1705.11.3:

The extent of the main wind-force-resisting system and wind resisting components is defined in more detail in the construction documents.

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SUMMARY OF SPECIAL INSPECTION

Complete the following form to indicate the types of special inspection required on this project. List the required inspections from the California Building Code Chapter 17; indicate Continuous or Periodic or both as required by code. Reference CBC Chapter 17 or the attached "Schedule of Special Inspection" for a complete list of inspections.

Construction Type Requiring Inspection	List of Required Inspections	C	P
Steel – Sec. 1705.2			
Concrete – Table 1705.3			
Masonry – Sec. 1705.4			
Wood – Sec. 1705.5			
Soils – Table 1705.6			
Pile Foundations – Table 1705.7			
Pier Foundations – Table 1705.8			
Helical Pile Foundations – Sec. 1705.9			
Fabricated Items – Sec. 1705.10			
Wind Resistance – Sec. 1705.11			
Seismic Resistance – Sec. 1705.12			
Testing for Seismic Resistance – Section 1705.13			
Sprayed Fire-Resistant Materials – Sec. 1705.14			
Mastic and Intumescent Coatings – Sec. 1705.15			
Exterior Insulation & Finish System – Sec. 1705.16			
Fire-resistant Penetrations & Joints – Sec. 1705.17			
Smoke Control System – Sec. 1705.18			
Alternate Materials and Systems – Sec. 1707.1			
Specify other tests, inspections or special instructions as required:			

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CONTRACTOR 'S STATEMENT OF RESPONSIBILITY

Per Section 1704.4 of the 2016 California Building Code, the contractor responsible for the construction of a main wind or seismic force resisting system, designated seismic system or a wind or seismic resisting component listed in the statement of special inspections (structural tests and inspection schedule and as noted on the Building Division approved plans) shall submit a written statement of responsibility to the Building Official and the owner prior to the commencement of work on the system or component.

To comply with the requirements of Section 1704.4, the contractor acknowledges the following:

1. The contractor is aware of the special requirements contained in the statements of special inspections (structural tests and inspection schedule and as noted on the Building Division approved plans) prepared by the engineer of record or the registered design professional per the requirements of Section 1704 of the 2016 CBC.
2. Control will be exercised to obtain conformance with the construction documents approved by the Building Official.
3. The contractor has procedures for exercising control within the contractor's organization, the method and frequency of reporting, and the distribution of the reports.

Provide a brief description of the procedure:

4. The contractor has the qualified personnel to exercise such control.

Specify the name (s) of the person(s) exercising such control and a brief description of their qualifications:

ACKNOWLEDGEMENT:

Licensed Contractor:

Print Name: _____

Sign: _____

Date: _____

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SPECIAL INSPECTION FORMS

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RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES

pg 1 of 2 - Updated: June 2017

KEY:

RC = Reinforced Concrete

PC = Prestressed Concrete

SM = Structural Masonry

SW = Steel Welding

HSB = High-Strength Bolting

NDT = Non-destructive Testing

SWC = Structural Wood Construction

FP = Fireproofing

AGENCY NAME	ADDRESS	PHONE/FAX	RC	PC	SM	W	HSB	DT	SWC	FP	EXPIRATION DATE
A 1 Inspection Services	1754 Mission Street San Francisco, CA 94109	(415) 621-8001 (415) 358-4409	X	X	X	X	X	X	X	X	10/6/2018
Achievement Engineering Corp.	2455 Autumnvale Drive, Unit E San Jose, CA 95131	(408) 217-9174 (408) 217-9632	X	X	X	X	X	X	X	X	11/25/2018
Advanced Testing & Inspection, LLC	540 Brunken Avenue, Suite B Salinas, CA 93901	(831) 422-2272 (831) 597-2004	X	X	X	X	X			X	6/7/2019
Apex Testing Labs, Inc.	3450 Third Street, Suite 3E San Francisco, CA 94124	(415) 550-9800 (415) 550-9880	X	X	X	X	X	X		X	3/30/2018
Applied Materials & Engineering, Inc.	980 41st Street Oakland, CA 94608	(510) 420-8190 (510) 420-8186	X	X	X	X	X	X	X	X	7/22/2019
BAGG Engineers	847 West Maude Avenue Sunnyvale, CA 94085-2911	(650) 852-9133 (650) 852-9138	X	X	X	X	X	X		X	3/1/2019
Berlogar, Stevens and Associates	5587 Sunol Boulevard Pleasanton, CA 94566	(925) 484-0220 (925) 846-9645	X	X	X	X	X				6/17/2018
Biggs Cardosa Associates, Inc.	1871 The Alameda, Suite 200 San Jose, CA 95126	(408) 296-5515 (408) 296-8114	X	X	X	X	X				3/4/2017
B.S.K. Associates	324 Earhart Way Livermore, CA 94551	(925) 315-3151 (925) 315-3152	X	X	X	X	X	X		X	10/2/2015
Capex Engineering Inc.	571 Seville Place Fremont, CA 94539	(510) 668-1815 (510) 490-8690	X	X	X	X	X		X	X	4/3/2015 Pending Review
Consolidated Engineering Labs	2001 Crow Canyon Rd, Suite 100 San Ramon, CA 94583	(925) 314-7100 (925) 855-7140	X	X	X	X	X	X	X	X	8/14/2018
Construction Materials Testing, Inc.	2278-F Pike Court Concord, CA 94520-1252	(925) 825-2840 (925) 682-7953	X	X	X	X	X			X	3/14/2016 Pending Review
Construction Testing Services	2174 Rheem Drive, Suite A Pleasanton, CA 94588	(925) 462-5151 (925) 462-5183	X	X	X	X	X	X	X	X	12/15/2019
CTE Cal, Inc.	46716 Fremont Boulevard Fremont, CA 94538	(510) 573-6362 (510) 573-6684	X	X	X	X	X	X	X	X	10/27/2019
Earth System Pacific	780 Montague Expy Suite 205 San Jose, CA 95131	(408) 934-9302 (408) 946-4569	X	X	X	X	X			X	4/3/2015
ENGEO Incorporated	2010 Crow Canyon Pl., Suite 250 San Ramon, CA 94583-1545	(925) 866-9000 (888) 279-2698	X	X	X	X	X	X	X	X	2/17/2018
Geissler Engineering	235 Montgomery St., Suite 1011 San Francisco, CA 94104	(415) 992-9393	X	X		X					3/3/2020
Geocon Consultants, Inc.	6671 Brisa Street Livermore, CA 94550	(925) 371-5900 (925) 371-5915	X	X	X		X			X	8/1/2019
Holdrege & Kull	792 Searls Ave Nevada City, CA 95959	(530) 478-1305 (530) 478-1019	X	X	X	X	X			X	8/6/2015 Pending Review
HP Inspections	690 Sunol Street, Bldg. H San Jose, CA 95126	(408) 288-8460 (408) 271-0902	X	X	X	X	X	X		X	8/25/2017
Inspection Consultants, Inc.	1515 North C Street Sacramento, CA 95814	(916) 321-5580 (916) 321-5590	X	X	X	X	X			X	1/20/2020

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AGENCY NAME	ADDRESS	PHONE/FAX	RC	PC	SM	W	HSB	DT	SWC	FP	EXPIRATION DATE
Inspection Services Inc.	1798 University Avenue Berkeley, CA 94703	(415) 243-3265 (415) 243-3266	X	X	X	X	X	X	X	X	5/12/2019
KC Engineering Co.	865 Cotting Lane, Suite A Vacaville, CA 95688	(707) 447-4025 (707) 447-4143	X	X	X	X	X			X	12/6/2014 Pending Review
Kleinfelder Inc.	21330 Broadway, Suite 1200 Oakland, CA 94612	(510) 628-9000 (510) 628-9009	X	X	X	X	X	X	X	X	4/5/2019
Korbmacher Engineering Inc.	480 Preston Court, Suite B Livermore, CA 94551	(925) 454-9033 (925) 454-9564	X	X	X	X	X		X	X	4/11/2020
Krazan and Associates Inc.	6711 Sierra Court, Suite B Dublin, CA 94568	(925) 307-1160 (925) 307-1161	X	X	X	X	X	X	X	X	5/1/2017
MatriScope Engineering Laboratories, Inc	436 14th Street, Suite 1429 Oakland, CA 94612	(510) 763-3601 (510) 763-1388	X	X	X	X	X	X	X	X	10/26/2018
Mid Pacific Engineering, Inc MPE	4200 N. Freeway Blvd., Suite 5 Sacramento, CA 95834	(916) 927-7000	X	X	X	X	X	X		X	12/20/2016 Pending Review
Moore Twining Associates, Inc.	2527 Fresno Street Fresno, CA 93721	(559) 268-7021 (559) 268-0740	X	X	X	X	X			X	11/10/2017
Neil O. Anderson and Associates	50 Goldenland Ct., #100 Sacramento, CA 95834	(916) 928-4690 (916) 928-4697	X	X	X	X	X		X	X	4/17/2015 Pending Review
Nicholas Engineering Consultants	6743 Dublin Boulevard, #15 Dublin, CA 94568	(925) 829-8090 (925) 829-0235	X	X	X	X	X		X	X	1/6/2019
Ninyo & Moore	1956 Webster Street, Suite 400 Oakland, CA 94612	(510) 633-5640 (510) 633-5646	X	X	X	X	X	X	X	X	12/8/2019
Pacific Crest Engineering Inc.	444 Airport Blvd., Suite 106 Watsonville, CA 95076	(831) 722-9446	X				X				6/25/2018
Professional Service Industries, Inc.	365 Victor Street, Suite C Salinas, CA 93907	(831) 757-3536 (831) 757-6265	X		X	X	X			X	5/6/2017
Quantum Geotechnical	1110 Burnett Avenue, Suite B Concord CA, 94520	(408) 629-3822 (408) 629-3825	X	X	X					X	8/10/2019
Raney Geotechnical, Inc	3140 Beacon Blvd. West Sacramento, CA 95691	(916) 371-0434 (916) 371-1809	X	X	X	X	X			X	1/28/2017
RES Engineers, Inc.	1250 Missouri Street, Suite 207 San Francisco, CA 94107	(415) 822-4625 (415) 822-8925	X	X	X	X	X	X	X	X	5/6/2019
RMA Group	6293 San Ignacio Ave, Suite A San Jose, CA 95119	(408) 362-4920 (408) 362-4926	X	X	X	X	X	X	X	X	2/3/2018
Salem Engineering Group, Inc.	4055 W. Shaw Ave, Suite 110 Fresno, CA 93722	(559) 271-9700 (559) 275-0827	X	X	X	X	X	X			7/24/2018
Signet Testing Laboratories	3121 Diablo Avenue Hayward, CA 94545	(510) 887-8484 (510) 783-4295	X	X	X	X	X	X	X	X	7/30/2017
Smith-Emery Company	P.O. Box 880550, Hunters Point Shipyard, Building 114, San Francisco, CA 94188	(415) 642-7326 (415) 642-7055	X	X	X	X	X	X	X	X	1/2/2020
Stevens Ferrone & Bailey	1600 Willow Pass Court Concord, CA 94520	(925) 688-1001 (925) 688-1005	X	X	X	X	X		X	X	10/6/2018
Structure Materials Group	2352 Research Drive Livermore, CA 94550	(925) 447-9900 (925) 447-9901	X	X	X	X	X		X	X	8/6/2016 Pending Review
Summit Associates	2300 Clayton Road, Suite 1380 Concord, CA 94520	(925) 363-5560 (925) 363-5511	X		X	X	X	X	X	X	12/1/2018



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T. Makdissy Consulting, Inc.	23 Las Colinas Lane, Suite 106 San Jose, CA 95119	(408) 227-8595 (408) 227-1672	X	X	X	X				X	1/29/2016
Terracon	3140 Gold Camp Drive, Suite 170 Rancho Cordova, CA 95670	(916) 858-1579 (916) 858-8277	X	X	X		X			X	Expired 6/1/2013 Pending Review
Testing Engineers Inc.	2811 Teagarden Street San Leandro, CA 94577	(510) 835-3142 (510) 834-3777	X	X	X	X	X	X	X	X	11/20/2017
Twining	1572 Santa Ana Avenue Sacramento, CA 95838	(916) 649-9000 (916) 921-8532	X	X	X	X	X			X	4/3/2015 Pending Review
Valley Inspection	326 Woodrow Avenue Vallejo, CA 94591	(707) 552-7037 (707) 552-7022				X			X	X	2/7/2015 Pending Review
Wallace-Kuhl & Associates, Inc.	3050 Industrial Boulevard West Sacramento, CA 95691	(916) 372-1434 (916) 372-2565	X	X	X	X	X	X		X	5/10/2019
Youngdahl Consulting Group, Inc.	1234 Glenhaven Court El Dorado Hills, CA 95762	(916) 933-0633 (916) 933-6482	X	X	X	X	X	X	X	X	8/17/2015

Notes:

1. Agencies may have offices in more than one location.
2. Agencies with a "Pending Review" status are recognized.
3. Other agencies may be approved by local jurisdictions.

Agencies have not been evaluated for geotechnical special inspection or nondestructive testing. Agencies may not be qualified to perform all aspects of special inspection. Agencies may have offices in more than one location. Other agencies may be approved by local jurisdictions. Building Officials may add and/or remove agencies from this list. * Agency Subcontracts Laboratory Services.

(Agencies may contact the City of Santa Cruz Building & Safety Division directly by email: bcouter@cityofsantacruz.com)