

SPECIAL INSPECTION FORMS & INSTRUCTIONS

Project Address: _____ Permit Application #: _____

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 Summary 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 Registered Design Professional in Responsible Charge advises the owner or their representative to complete the attached forms and have *all parties sign the required documents prior to submittal* to the Building & Safety Division for review. All signatures required on page 2 shall be provided as a condition of acceptance of the Special Inspection Forms and approval of the permit application.

REVIEWERS AND PLAN CHECK CONSULTANTS

*Verify the signatures on page 2 are complete
prior to acceptance of Special Inspection forms.*

SPECIAL INSPECTION FORMS & INSTRUCTIONS

Project Address: _____ Permit Application #: _____

The Owner and their General Contractor where applicable, shall acknowledge the following conditions applicable to Special Inspection and/or Testing.

1. The Owner recognizes their obligation to ensure that the construction complies with the approved permit documents and to implement this program of special inspections.
2. The Contractor is responsible for proper and timely notification to the Special Inspection Agency for items listed.
3. Only the authorized Special Inspection Agency shall 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 Special Inspection Agency on a weekly basis.
5. Special 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 Special Inspection Agency shall issue 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 their 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. The Special Inspector shall use only Building Division approved drawings.
10. 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.
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 shall 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 (Responsible Person):

Print Name: _____ Sign: _____ Date: _____

Project Geotechnical Engineer (if applicable):

Print Name: _____ Sign: _____ Date: _____

Lee Butler, Director of Planning & Community Development
 Larry Riordan, Chief Building Official

SPECIAL INSPECTION FORMS & INSTRUCTIONS

Project Address: _____ Permit Application #: _____

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. If more than one special inspection agency will be performing the required special inspections, please list each below with the inspections they will be performing.

RESPONSIBILITY	FIRM NAME	CONTACT INFORMATION
Special Inspection Types:	_____ _____ _____	Address: _____ _____ Phone: _____ Email: _____
Special Inspection Types:	_____ _____ _____	Address: _____ _____ Phone: _____ Email: _____
Special Inspection Types:	_____ _____ _____	Address: _____ _____ Phone: _____ Email: _____
Material Testing For nondestructive testing, submit special inspector names, qualifications, and certifications for review and approval	_____ _____ _____	Address: _____ _____ Phone: _____ Email: _____
Soils Inspections per Table 1705.6 The company and/or individuals performing the soils inspection must submit their qualification for review and approval	_____ _____ _____	Address: _____ _____ Phone: _____ Email: _____

SPECIAL INSPECTION FORMS & INSTRUCTIONS

Project Address: _____ Permit Application #: _____

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 schedule below for a complete list of inspections.

CONSTRUCTION TYPE REQUIRING INSPECTION	LIST OF REQUIRED INSPECTIONS	C	P
Fabricated Items – §1704.2.5, 1705.10	Per items below for fabricated construction assemblies		
Alternate Materials and Systems – §1707.1			
Steel – §1705.2, including: <ul style="list-style-type: none"> • Cold-formed Steel Deck - §1705.2.2 • Open-web Steel Joists & Girders - §1705.2.3 • Cold-formed Steel Truss Span ≥ 60 feet - 			
Concrete – Table 1705.3			
Masonry – §1705.4 Level B – TMS 402 / ACI 530 / ASCE 5, Table 1.19.2			
Wood – §1705.5			
Soils – Table 1705.6, including: <ul style="list-style-type: none"> • Driven Piles - §1705.7 • Cast-in-place Piers - §1705.8 • Helical Piles - §1705.9 			
Pile Foundations – Table 1705.7			
Pier Foundations – Table 1705.8			
Helical Pile Foundations – §1705.9			
Wind Resistance – §1705.11			
Seismic Resistance – §1705.12			
Testing for Seismic Resistance – Section 1705.13			
Sprayed Fire-Resistant Materials – §1705.14			
Mastic and Intumescent Coatings – §1705.15			
Exterior Insulation & Finish System – §1705.16			
Fire-resistant Penetrations & Joints – §1705.17			
Smoke Control System – §1705.18			
Specify other tests, inspections or special instructions as required:			

SPECIAL INSPECTION FORMS & INSTRUCTIONS

Project Address: _____ Permit Application #: _____

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 Summary 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 Summary 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 2019 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.
4. Provide a brief description of the procedure:

5. 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: _____



RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES

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	SW	HSB	NDT	SWC	FP	EXPIRATION DATE
4x Engineering	1885 Meridian Ave. San Jose, CA 95125	(408) 642-5464							X		6/17/2028
ACE Quality Control	1830 Vernon St, Suite #7 Roseville, CA 95678	(916) 742-5096 (530) 241-5935	X	X	X	X	X			X	Pending Review
Achievement Engineering Corp.	1145 South 3 rd Street San Jose, CA 95112	(408) 217-9174 (408) 217-9632	X	X	X	X	X	X	X	X	4/16/2028
Advanced Testing & Inspection, LLC	540 Brunken Avenue, Suite B Salinas, CA 93901	(831) 422-2272 (831) 597-2004	X	X	X	X	X			X	Pending Review
Apex Testing Labs, Inc.	1790 Yosemite Ave San Francisco, CA 94124	(415) 550-9800 (415) 550-9880	X	X	X	X	X	X		X	Pending Review
Applied Materials & Engineering, Inc.	980 41st Street Oakland, CA 94608	(510) 420-8190 (510) 420-8186	X	X	X	X	X	X	X	X	Pending Review
Aries Engineering	5357 Persimmon Grove Ct San Jose, CA 95123	(408) 634-0087	X			X	X		X		10/10/2026
Baez Geotechnical Group (BGG)	1686 Second St, Ste. 205 Livermore, CA 94550	(925) 766-1616	X	X	X						4/22/2022
BAGG Engineers	138 Charcot Avenue San Jose, CA 95131	(650) 852-9133 (650) 852-9138	X	X	X	X	X	X		X	10/13/2026
Berlogar, Stevens & Associates	1220 Quarry Lane, Ste. C Pleasanton, CA 94566	(925) 484-0220 (925) 846-9645	X	X	X	X	X			X	6/4/2027
Biggs Cardosa Associates, Inc.	865 The Alameda San Jose, CA 95126	(408) 296-5515 (408) 296-8114	X	X	X	X	X				3/18/2027
B.S.K. Associates	399 Lindbergh Ave Livermore, CA 94551	(925) 315-3151 (925) 315-3152	X	X	X	X	X	X		X	5/1/2025
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	Pending Review
Construction Testing Services	2118 Rheem Drive, Suite A Pleasanton, CA 94588	(925) 462-5151 (925) 462-5183	X	X	X	X	X	X	X	X	3/24/2026
CTE Cal, Inc.	46716 Fremont Boulevard Fremont, CA 94538	(510) 573-6362 (510) 573-6684	X	X	X	X	X	X	X	X	12/9/2025
Earth System Pacific	48511 Warm Springs Blvd, Suite 210 Fremont, CA 94539	(510) 353-3833 (888) 567-4292	X	X	X	X	X	X	X	X	3/3/2027
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	4/1/2027
Geissler Engineering	83e Beach Road Belvedere, CA 94920	(415) 992-9393	X			X	X		X		10/5/2023
Generalist Building Inspections Inc.	866 Central Ave Pittsburg, CA 94565	(562) 446-3318	X	X	X	X	X	X	X	X	Pending Review
Geocon Consultants, Inc.	6671 Brisa Street Livermore, CA 94550	(925) 371-5900 (925) 371-5915	X	X	X	X	X		X	X	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	Pending Review
Inspection Services Inc.	1798 University Avenue Berkeley, CA 94703	(415) 243-3265 (415) 243-3266	X	X	X	X	X	X	X	X	2/8/2026
Integrity Inspections	23073 County Road 23 Esparto, CA 95627	(707) 974-0541			X	X	X	X		X	3/7/2028
KC Engineering Co.	865 Cotting Lane, Suite A Vacaville, CA 95688	(707) 447-4025 (707) 447-4143	X	X	X	X	X			X	1/14/2028
Kips Engineering	142 N.Milpitas Blvd. Ste.443 Milpitas,CA 95035 3816 Sheedy Ct. Antelope, CA 95843	(530) 633-7388									11/19/2027
Kleinfelder Inc.	25 Metro Drive Ste. 110 San Jose, CA 95110	(408) 595-3275	X	X	X	X	X	X		X	4/8/2028
Korbmacher Engineering Inc.	480 Preston Court, Suite B Livermore, CA 94551	(925) 454-9033 (925) 454-9564	X	X	X	X	X	X	X	X	Pending Review
Krazan and Associates Inc.	1061 Serpentine Lane, Suite F Pleasanton, CA 94566	(925) 307-1160 (925) 307-1161	X	X	X	X	X	X	X	X	Pending Review



RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES

AGENCY NAME	ADDRESS	PHONE/FAX	RC	PC	SM	SW	HSB	NDT	SWC	FP	EXPIRATION DATE
MatriScope Engineering Laboratories, Inc	6244 Preston Av Livermore, CA 94551 601 Bercut Dr. Sacramento, CA 95811	(510) 763-3601 (916) 375-6700	X	X	X	X	X	X	X	X	Pending Review
Mid Pacific Engineering, Inc MPE	4200 N. Freeway Blvd., Suite 5 Sacramento, CA 95834	(916) 927-7000	X	X	X	X	X	X		X	6/2/2026
Nicholas Engineering Consultants	6743 Dublin Boulevard, #15 Dublin, CA 94568	(925) 829-8090 (925) 829-0235	X	X	X	X	X		X	X	5/9/2026
Ninyo & Moore	149 O' Toole Ave. Ste. 30 San Jose, CA 95131	(408) 435-9000 (408) 435-9006			X	X	X	X	X	X	3/7/2028
NORCON LLC	470 3 rd St. Ste. 105 San Francisco, CA 94107	(415) 692-0519	X	X	X	X	X	X	X	X	10/6/2026
Picot Inspection	1262 62th Ave. Oakland, CA 94621	(510) 847-8990	X	X	X	X	X		X	X	1/5/2027
PJC & Associates, Inc.	600 Martin Ave, Ste 210 Rohnert Park, CA 94928	(707) 584-4804	X	X	X	X	X			X	1/31/2027
Professional Service Industries, Inc.	16170 Vineyard Blvd. Morgan Hill, CA 95037	(408) 669-5500	X		X	X	X			X	Pending Review
Quantum Geotechnical	6288 San Ignacio Ave. Suite D San Jose, CA 95119	(408)629-3822 (408) 629-3825	X	X	X					X	Pending Review
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	8/8/2026
RMA Group	3150 Fitzgerald Rd. Rancho Cordova, CA 95742	(916) 631-7194 (916)631-7256	X	X	X	X	X	X	X	X	7/14/2026
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		X	8/16/2025
Sigma Engineering Laboratories Inc.	1180 4 th Street #520 San Francisco, CA 94158	(415) 702-8374 (628-999-0377	X	X	X	X	X	X		X	1/11/2028
Signet Testing Laboratories	3526 Breakwater Court Hayward, CA 94545	(510) 887-8484 (510) 783-4295	X	X	X	X	X	X	X	X	1/11/2028
Smith-Emery Company	P.O.Box 880550 Hunters Point Shipyard Bldg 114 San Francisco, CA 94188	(415) 642-7326 (415) 642-7055	X	X	X	X	X	X	X	X	8/1/2026
Stevens Ferrone & Bailey	1600 Willow Pass Court Concord, CA 94520	(925) 688-1001 (925)688-1005	X	X	X	X	X		X	X	7/31/2026
Structure Groups	2352 Research Drive Livermore, CA 94550	(925) 447-9900 (925) 447-9901	X	X	X	X	X		X	X	7/14/2026
Terracon Consultants, Inc.	1220 Concord Ave Ste. 450 Concord, CA 94520	(925) 348-9057	X	X	X	X	X	X	X	X	4/1/2027
Testing Engineers Inc.	2811 Teagarden Street San Leandro, CA 94577	(510) 835-3142 (510) 834-3777	X	X	X	X	X	X	X	X	2/14/2028
Twining	1572 Santa Ana Avenue Sacramento, CA 95838	(916) 649-9000 (916) 921-8532	X	X	X	X	X	X	X	X	2/2/2024
Valley Inspection	326 Woodrow Avenue Vallejo, CA 94591	(707) 552-7037 (707) 552-7022				X			X	X	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	Pending Review
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	Pending Review

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 the Building Official.

Agencies have not been evaluated for geotechnical special inspection. Agencies may not be qualified to perform all aspects of special inspection. The Building Official may add and/or remove agencies from this list. * Agency Subcontracts Laboratory Services.