



Project Title: \_\_\_\_\_ Plan Check #: \_\_\_\_\_

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, 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.

Plan Check #: \_\_\_\_\_

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 Item #10 below.

The agency must provide each special inspector with an identification badge that indicates the following:

1. Name of Inspector
  2. Photo of Inspector
  3. The specific areas in which the inspector is qualified to inspect
  4. An authorization signature by the registered engineer who is a full-time employee of the agency
  5. The special inspector shall display his/her badge whenever performing the function of an inspector
6. The special inspector is responsible to the Chief Building Official for immediate notification of any concerns and/or problems encountered.
  7. 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.
  8. The special inspector shall use only Building Division approved drawings.
  9. 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 1704.1.2). The Final Report will document:
    - Required special inspections
    - Correction of discrepancies noted in inspections
 A Copy of final report to be maintained at the job site for Building Inspector's review prior to final inspections.
  10. Attach a City approved matrix list from the Special Inspection Agency for all special inspectors showing inspection areas for which they are qualified by experience and appropriate certifications (see enclosed). This will be cross checked with the list currently residing in our office, to make sure all special inspectors are approved by the City.

**ACKNOWLEDGEMENT:**

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Registered Design Professional in Responsible Charge

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Owner's Authorization

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Contractor

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Special Inspection Agency

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Building Official's Acceptance

**SPECIAL INSPECTION AND TESTING AGENCIES**

Project Title: \_\_\_\_\_ Plan Check #: \_\_\_\_\_

Project Address: \_\_\_\_\_

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

<b>Responsibility</b>	<b>Firm Name</b>	<b>Address, Telephone, E-mail</b>
1. Special Inspection		
2. Material Testing  (For nondestructive testing, submit names, qualifications, and certifications for review and approval)		
3. Soils Inspections per Table 1704.7  (The company and/or individuals performing the soils inspection must submit their qualification for review and approval)		



*Department of Planning, Building and Code Enforcement*

Project Title: \_\_\_\_\_ Plan Check #: \_\_\_\_\_  
Project Address: \_\_\_\_\_

**CONTRACTOR'S STATEMENT OF RESPONSIBILITY**

Per Section 1706 of the 2007 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 1706, 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 1705 of the 2007 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:**

Contractor:

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_

**SEISMIC AND WIND RESISTANCE**

**Seismic Requirements (Section 1705.3.1)**

Description of seismic-force-resisting system and designated seismic systems subject to special inspections on accordance with Section 1705.3:

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

**Wind Requirements (Section 1705.4.1)**

Description of main wind-force-resisting system and designated wind resisting components subject to special inspections in accordance with Section 1705.4.2:

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

**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 for a complete list of inspections.**

Construction Type Requiring Inspection	List of Required Inspections	C	P
Steel – Table 1704.3			
Concrete – Table 1704.4			
Masonry Level 1 <input type="checkbox"/> – Table 1704.5.1 Level 2 <input type="checkbox"/> – Table 1704.5.3			
Wood – Section 1704.6			
Soils – Table 1704.7			
Pile Foundations – Table 1704.8			
Pier Foundations – Table 1704.9			
Sprayed Fire-Resistant Materials – Section 1704.10			
Mastic and Intumescent Coatings – Section 1704.11			
Exterior Insulation and Finish Systems – Section 1704.12			
Alternate Materials and Systems – Section 1704.13			
Smoke Control System – Section 1704.14			
Wind Resistance – Section 1705.4			
Seismic Resistance – Section 1707			
Testing for Seismic Resistance – Section 1708			
Specify other tests, inspections, or special instructions as required:			

# RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES

Updated: January 10, 2012

Key: RC = Reinforced Concrete  
HSB = High-Strength Bolting

PC = Prestressed Concrete  
NDT = Non-destructive Testing

SM = Structural Masonry  
SWC = Structural Wood Construction

Agency Name	HQ Address	Phone/Fax	RC	PC	SM	New Categories Effective 2011				FP	EXPIRATION DATE
						SW	HSB	NDT	SWC		
A 1 Inspection Services	1754 Mission Street San Francisco, CA 94109	(415) 621-8001 (415) 358-4409	X	X	X	X	X				5/5/2012
Advanced Testing & Inspection, LLC	540 Brunken Avenue, Suite B Salinas, CA 93901	(831) 422-2272 (831) 597-2004	X	X	X	X	X			X	2/4/2012
Apex Testing Laboratories, Inc.	3450 Third Street, Suite 3E San Francisco, CA 94124	(415) 550-9800 (415) 550-9880	X	X	X	X	X			X	3/3/2012
Applied Materials & Engineering, Inc.	980 41st Street Oakland, CA 94608	(510) 420-8190 (510) 420-8186	X	X	X	X	X			X	3/10/2012
BAGG Engineers	847 West Maude Avenue Sunnyvale, CA 94085-2911	(650) 852-9133 (650) 852-9138	X	X	X	X	X			X	2/18/2012
Berlogar Geotechnical Consultants	5587 Sunol Boulevard Pleasanton, CA 94566	(925) 484-0220 (925) 846-9645	X	X	X	X	X				6/7/2014
Biggs Cardosa Associates, Inc.	1871 The Alameda, Suite 200 San Jose, CA 95126	(408) 296-5515 (408) 296-8114	X	X	X	X	X				2/1/2014
B.S.K. Associates	1181 Quarry Lane, #350 Pleasanton, CA 94566	(925) 462-4000 (925) 462-6283	X	X	X	X	X			X	3/3/2012
Capex Engineering Inc.	571 Seville Place Fremont, CA 94539	(510) 668-1815 (510) 490-8690	X	X	X	X	X			X	Pending
Consolidated Engineering Labs	2001 Crow Canyon Rd, Suite 100 San Ramon, CA 94583	(925) 314-7400 (925) 855-7440	X	X	X	X	X			X	Expired
Construction Materials Testing, Inc.	2278 F Pike Court Concord, CA 94520-1252	(925) 825-2840 (925) 682-7953	X	X	X	X	X			X	Expired
Construction Testing Services	2174 Rheem Drive, Suite A Pleasanton, CA 94588	(925) 462-5151 (925) 462-5183	X	X	X	X	X			X	3/10/2012
Construction Testing & Engineering, Inc.	242 West Larch Road, Suite F Tracy, CA 95304	(209) 839-2890 (209) 839-2895	X	X	X	X	X			X	2/2/2013
Earth System Pacific	780 Montague Expressway Suite 205 San Jose, CA 95134	(408) 934-9302 (408) 946-4569	X	X	X	X	X			X	Expired
EARTHTEC, Inc	1830 Vernon Street, Suite 7 Roseville, CA 95678	(916) 786-5262 (916) 786-5263	X	X	X	X	X			X	6/1/2013
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	Expired

**New Categories  
Effective 2011**

<u>Agency Name</u>	<u>HQ Address</u>	<u>Phone/Fax</u>	<u>RC</u>	<u>PC</u>	<u>SM</u>	<u>SW</u>	<u>HSB</u>	<u>NDT</u>	<u>SWC</u>	<u>FP</u>	<u>EXPIRATION DATE</u>
<b>HP Inspections</b>	690 Sunol Street, Bldg. H San Jose, CA 95126	<b>(408) 288-8460</b> (408) 271-0902	X	X	X	X	X			X	3/1/2014
<b>Inspection Consultants, Inc.</b>	1515 North C Street Sacramento, CA 95814	<b>(916) 321-5580</b> (916) 321-5590	X	X	X	X	X			X	2/4/2012
<b>Inspection Services Inc.</b>	1798 University Avenue Berkeley, CA 94703	<b>(415) 243-3265</b> (415) 243-3266	X	X	X	X	X			X	Pending
<b>KC Engineering Co.</b>	865 Cotting Lane, Suite A Vacaville, CA 95688	<b>(707) 447-4025</b> (707) 447-4143	X	X	X	X	X				12/6/2014
<b>Kleinfelder Inc.</b>	21330 Broadway, Suite 1200 Oakland, CA 94612	<b>(510) 628-9000</b> (510) 628-9009	X	X	X	X	X			X	5/28/2012
<b>Korbmacher Engineering Inc.</b>	480 Preston Court, Suite B Livermore, CA 94551	<b>(925) 454-9033</b> (925) 454-9564	X	X	X	X	X			X	12/6/2014
<b>Krazan and Associates Inc.</b>	6711 Sierra Court, Suite B Dublin, CA	<b>(925) 307-1160</b> (925) 307-1161	X	X	X	X	X			X	6/9/2012
<b>MatriScope Engineering Laboratories, Inc</b>	436 14th Street, Suite 1429 Oakland, CA 94612	<b>(510) 763-3601</b> (510) 763-1388	X	X	X	X	X			X	2/4/2012
<b>Moore Twining Associates, Inc.</b>	2527 Fresno Street Fresno, CA 93721	<b>(559) 268-7021</b> (559) 268-0740	X	X	X	X	X			X	8/11/2012
<b>Neil O. Anderson and Associates</b>	50 Goldenland Ct., #100 Sacramento, CA 95834	<b>(916) 928-4690</b> (916) 928-4697	X	X	X	X	X			X	Expired
<b>Nicholas Engineering Consultants</b>	6743 Dublin Boulevard, #15 Dublin, CA 94568	<b>(925) 829-8090</b> (925) 829-0235	X	X	X	X	X			X	5/5/2012
<b>Ninyo &amp; Moore</b>	1956 Webster Street, Suite 400 Oakland, CA 94612	<b>(510) 633-5640</b> (510) 633-5646	X	X	X	X	X			X	12/11/2012
<b>Purcell, Rhoades &amp; Associates, Inc.</b>	1041 Hook Avenue Pleasant Hill, CA 94523	<b>(925) 932-1177</b> (925) 932-2795	X		X						Expired
<b>Professional Service Industries, Inc.</b>	365 Victor St, Suite C Salinas, CA 93907	<b>(831) 757-3536</b> (831) 757-6265	X		X	X	X			X	3/1/2014
<b>Raney Geotechnical, Inc</b>	3140 Beacon Blvd. West Sacramento, CA 95691	<b>(916) 371-0434</b> (916) 371-1809	X	X	X	X	X			X	5/14/2013
<b>RES Engineers, Inc.</b>	<del>150 North Wiget Lane, Suite 204 Walnut Creek, CA 94598-2434</del>	<del><b>(925) 932-4600</b> (925) 932-4625</del>	<del>X</del>	<del>X</del>	<del>X</del>	<del>X</del>	<del>X</del>			<del>X</del>	Expired
<b>RMA Group</b>	6293 San Ignacio Ave, Suite A San Jose, CA 95119	<b>(408) 362-4920</b> (408) 362-4926	X	X	X	X	X			X	10/4/2014
<b>Salem Engineering Group, Inc.</b>	4055 W. Shaw Ave, Suite 110 Fresno, CA 93722	<b>(559) 271-9700</b> (559) 275-0827	X	X	X	X	X	X			5/3/2014

**New Categories  
Effective 2011**

<u>Agency Name</u>	<u>HQ Address</u>	<u>Phone/Fax</u>	<u>RC</u>	<u>PC</u>	<u>SM</u>	<u>SW</u>	<u>HSB</u>	<u>NDT</u>	<u>SWC</u>	<u>FP</u>	<u>EXPIRATION DATE</u>
<b>Signet Testing Laboratories</b>	3121 Diablo Avenue Hayward, CA 94545	<b>(510) 887-8484</b> (510) 783-4295	X	X	X	X	X			X	9/28/2012
<b>Smith-Emery Company</b>	P.O. Box 880550, Hunters Point Shipyard, Building 114 San Francisco, CA 94188	<b>(415) 642-7326</b> (415) 642-7055	X	X	X	X	X			X	5/5/2012
<b>Stevens Ferrone &amp; Bailey</b>	1470 Enea Circle, Suite 1551 Concord, CA 94520	<b>(925) 688-1001</b> (925) 688-1005	X	X	X	X	X			X	7/5/2014
<b>Summit Associates</b>	<del>2300 Clayton Road, Suite 1380 Concord, CA 94520</del>	<del><b>(925) 363-5560</b></del> <del>(925) 363-5544</del>	<del>X</del>	<del>X</del>	<del>X</del>	<del>X</del>	<del>X</del>			<del>X</del>	Expired
<b>Testing Engineers Inc.</b>	2811 Teagarden Street San Leandro, CA 94577	<b>(510) 835-3142</b> (510) 834-3777	X	X	X	X	X			X	5/3/2014
<b>Valley Inspection</b>	326 Woodrow Avenue Vallejo, CA 94591	<b>(707) 552-7037</b> (707) 552-7022				X	X			X	Pending
<b>Wallace-Kuhl &amp; Associates, Inc.</b>	3251 Beacon Blvd., Suite 300 West Sacramento, CA 95691	<b>(916) 372-1434</b> (916) 372-2565	X	X	X	X	X			X	4/7/2012