



# Special Inspection and Testing Agreement

## STATEMENT OF SPECIAL INSPECTIONS

This form provides for listing aspects of the project that require special inspection and testing as indicated in 2016 California Building Code Sections 1704 and 1705, and defines duties and responsibilities of parties involved in the project.

|                  |           |
|------------------|-----------|
| PROJECT NAME:    | PERMIT #: |
| PROJECT ADDRESS: |           |

**FORM SUBMITTAL.** The Owner or Owner’s Agent, on the advice of the Registered Design Professional In Charge, must complete this form, secure signatures by all parties, and submit 2 copies to the City of Scotts Valley Permit Center for review.

**DUTIES AND RESPONSIBILITIES.** The Owner and Contractor acknowledge assignment of the following duties, responsibilities and conditions applicable to special inspection or testing:

**Owner**

1. Ensures that construction complies with the approved permit documents and implements the program of special inspections.

**Contractor**

1. Ensures proper notification to the special inspection or testing agency for items listed herein.
2. Reviews the Building Division approved plans for additional inspection or testing requirements. A pre-construction conference at the job site is recommended to re view special inspection procedures.

**Special Inspection/Testing Agency**

1. Sends copies of all laboratory reports and inspections to the Building Division and Registered Design Professional In Charge on a weekly basis. Only the testing laboratory may take samples and transport them to their laboratory.
2. Submits for the Building Division’s approval an Inspector List that shows the names and qualifications of on-site special inspectors.
3. Provides each special inspector with an identification badge that includes:
  - Name and photograph
  - Areas that the inspector is qualified to inspect
  - An authorization signature by the Registered Engineer who is a full-time employee of the agency
4. Provides the Final Report of Special Inspections that documents required special inspections and correction of discrepancies noted in inspections. A copy of this report must be kept at the job site for review by the City Inspector prior to final inspections. **Per CBC section 1704.2.3 this report is required before an occupy permit can be issued.**

**Special Inspectors**

1. Must have their badge visible when performing their duties.
2. Must immediately notify the City Chief Building Official upon encountering any concerns or problems.
3. Must use only the City Building Division’s approved drawings.

**ACKNOWLEDGEMENTS** Print name, sign, and enter date

|  |              |       |
|--|--------------|-------|
| REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE<br>Print: ● | Signature: ● | Date: |
| OWNER’S AUTHORIZATION<br>Print: ●                                | Signature: ● | Date: |
| CONTRACTOR<br>Print: ●   | Signature: ● | Date: |
| RESPONSIBLE EMPLOYEE OF THE TESTING AGENCY<br>Print: ●           | Signature: ● | Date: |
| BUILDING OFFICIAL’S ACCEPTANCE<br>Print: ●                       | Signature: ● | Date: |



# SPECIAL INSPECTION AND TESTING AGENCIES

The following special inspection and testing agencies will be retained to conduct tests and inspection on this project.  
Enter firm names, contact information, and area of responsibility.

## SPECIAL INSPECTION AGENCIES

|                 |        |
|-----------------|--------|
| FIRM NAME:      |        |
| ADDRESS:        |        |
| PHONE:          | EMAIL: |
| RESPONSIBILITY: |        |

|                 |        |
|-----------------|--------|
| FIRM NAME:      |        |
| ADDRESS:        |        |
| PHONE:          | EMAIL: |
| RESPONSIBILITY: |        |

|                 |        |
|-----------------|--------|
| FIRM NAME:      |        |
| ADDRESS:        |        |
| PHONE:          | EMAIL: |
| RESPONSIBILITY: |        |

## MATERIAL TESTING AGENCIES

|                 |        |
|-----------------|--------|
| FIRM NAME:      |        |
| ADDRESS:        |        |
| PHONE:          | EMAIL: |
| RESPONSIBILITY: |        |

|                 |        |
|-----------------|--------|
| FIRM NAME:      |        |
| ADDRESS:        |        |
| PHONE:          | EMAIL: |
| RESPONSIBILITY: |        |

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### CONTRACTOR'S STATEMENT OF RESPONSIBILITY

California Building Code (CBC) Section 1704.4 requires 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—and including the Structural Tests and Inspection Schedule and as noted on City-approved plans—to submit a written statement of responsibility to the City Building Official and the Owner prior to the commencement of work on the system or component. **The Contractor hereby acknowledges this responsibility regarding special requirements as described in the Statement of Special Inspections, Structural Tests, Inspection Schedule, and City-approved plans and as prepared by the engineer of record or the registered design professional per the requirements of California Building Code Section 1704.3.**

**ACKNOWLEDGEMENT** Contractor to print name, sign, and enter date

|        |            |       |
|--------|------------|-------|
| Print: | Signature: | Date: |
|--------|------------|-------|

### SEISMIC AND WIND RESISTANCE

#### **SEISMIC REQUIREMENTS (CBC SECTION 1704.3.2)**

Describe the seismic-force-resisting system and designated seismic systems subject to special inspections in accordance with CBC Section 1705.12 or 1705.13:

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

#### **WIND REQUIREMENTS (CBC SECTION 1704.3.3)**

Describe the main wind-force-resisting system and designated windresisting components subject to special inspections in accordance with Section 1705.11:

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

*continued>*



## SUMMARY OF SPECIAL INSPECTION

For this project, list the required inspections per CBC Chapter 17

**KEY:** C = CONTINUOUS P = PERIODIC

Place a check mark under "C," "P" or both as appropriate for each listing

| CONSTRUCTION TYPE REQUIRING INSPECTION  | LIST OF REQUIRED INSPECTIONS | C | P |
|---|------------------------------|---|---|
| Alternate Materials and Systems – Section 1705.1.1  |                              |   |   |
| Steel – Section 1705.2  |                              |   |   |
| <ul style="list-style-type: none"> <li>• Cold-Formed Steel Deck – Section 1705.2.2</li> </ul>               |                              |   |   |
| <ul style="list-style-type: none"> <li>• Open-Web Steel Joists and Girders – Section 1705.2.3</li> </ul>    |                              |   |   |
| <ul style="list-style-type: none"> <li>• Cold-Formed Steel Truss Span ≥ 60 Ft – Section 1705.2.4</li> </ul> |                              |   |   |
| Concrete – Section 1705.3   |                              |   |   |
| Masonry – Section 1705.4  |                              |   |   |
| Level B – TMS 402 / ACI 530 / ASCE 5 Table 1.19.2   |                              |   |   |
| Wood – Section 1705.5   |                              |   |   |
| Soils – Section 1705.6  |                              |   |   |
| Deep Foundations  |                              |   |   |
| <ul style="list-style-type: none"> <li>• Driven Piles – Section 1705.7</li> </ul>                           |                              |   |   |
| <ul style="list-style-type: none"> <li>• Cast-In-Place Piers – Section 1705.8</li> </ul>                    |                              |   |   |
| <ul style="list-style-type: none"> <li>• Helical Piles – Section 1705.9</li> </ul>                          |                              |   |   |
| Wind Resistance – Section 1705.11   |                              |   |   |
| Seismic Resistance – Section 1705.12  |                              |   |   |
| Testing for Seismic Resistance – Section 1705.13  |                              |   |   |
| Sprayed Fire-Resistant Materials – Section 1705.14  |                              |   |   |
| Mastic and Intumescent Coatings – Section 1705.15   |                              |   |   |
| Exterior Insulation and Finish Systems – Section 1705.16  |                              |   |   |
| Fire-Resistant Penetrations and Joints – Section 1705.17  |                              |   |   |
| Smoke Control Systems – Section 1705.18   |                              |   |   |
| Specify other tests, inspections, or special instructions as required:                                      |                              |   |   |
|   |                              |   |   |
|   |                              |   |   |

*continued*>

**SPECIAL INSPECTION AND TESTING AGENCIES RECOGNIZED BY THE CITY OF SAN JOSE**  
**Updated: May 1, 2021**

**KEY**

RC = Reinforced Concrete

PC = Prestressed Concrete

SM = Structural Masonry

FP = Fireproofing

HSB = High-Strength Bolting

NDT = Non-destructive Testing

SWC = Structural Wood Construction

SW = Steel Welding

| AGENCY NAME                         | ADDRESS   | PHONE/FAX                        | RC | PC | SM | SW | HSB | NDT | SWC | FP | EXPIRATION DATE |
|-------------------------------------|---|----------------------------------|----|----|----|----|-----|-----|-----|----|-----------------|
| A 1 Inspection Services             | 1754 Mission Street<br>San Francisco, CA 94109          | (415) 621-8001<br>(415) 358-4409 | X  | X  | X  | X  | X   | X   | X   | X  | 10/6/2018       |
| ACE Quality Control                 | 1830 Vernon St, Suite #7<br>Roseville, CA 95678         | (916) 742-5096<br>(530) 241-5935 | X  | X  | X  | X  | X   |     |     | X  | 9/4/2021        |
| Achievement Engineering Corp.       | 2455 Autumnvale Drive, Unit E<br>San Jose, CA 95131     | (408) 217-9174<br>(408) 217-9632 | X  | X  | X  | X  | X   | X   | X   | X  | 3/6/2022        |
| Advanced Testing & Inspection (ATI) | 540 Brunken Avenue, Suite B<br>Salinas, CA 93901        | (831) 422-2272<br>(831) 597-2004 | X  | X  | X  | X  | X   |     |     | X  | 10/1/2022       |
| Apex Testing Labs, Inc.             | 1790 Yosemite Ave<br>San Francisco, CA 94124            | (415) 550-9800<br>(415) 550-9880 | X  | X  | X  | X  | X   | X   |     | X  | 10/11/2021      |
| Applied Materials & Engineering     | 980 41st Street<br>Oakland, CA 94608                    | (510) 420-8190<br>(510) 420-8186 | X  | X  | X  | X  | X   | X   | X   | X  | 8/2/2022        |
| Aries Engineering                   | 5357 Persimmon Grove Ct<br>San Jose, CA 95123           | (408) 634-0087                   | X  |    |    | X  | X   |     | X   |    | 9/3/2023        |
| Baez Geotechnical Group (BGG)       | 1686 Second St, Ste. 205<br>Livermore, CA 94550         | (925) 766-1616                   | X  | X  | X  |    |     |     |     |    | 4/22/2022       |
| BAGG Engineers                      | 138 Charcot Avenue<br>San Jose, CA 95131                | (650) 852-9133<br>(650) 852-9138 | X  | X  | X  | X  | X   | X   | X   | X  | 7/6/2023        |
| Berlogar, Stevens and Associates    | 5587 Sunol Boulevard<br>Pleasanton, CA 94566            | (925) 484-0220<br>(925) 846-9645 | X  | X  | X  | X  | X   |     |     | X  | 1/14/2024       |
| Biggs Cardosa Associates, Inc.      | 865 The Alameda<br>San Jose, CA 95126                   | (408) 296-5515<br>(408) 296-8114 | X  | X  | X  | X  | X   |     |     |    | 1/14/2024       |
| B.S.K. Associates                   | 399 Lindbergh Ave<br>Livermore, CA 94551                | (925) 315-3151<br>(925) 315-3152 | X  | X  | X  | X  | X   | X   |     | X  | 2/14/2021       |
| Consolidated Engineering Labs       | 2001 Crow Canyon Rd, Suite 100<br>San Ramon, CA 94583   | (925) 314-7100<br>(925) 855-7140 | X  | X  | X  | X  | X   | X   | X   | X  | 10/18/2021      |
| Construction Testing Services (CTS) | 2118 Rheem Drive<br>Pleasanton, CA 94588                | (925) 462-5151<br>(925) 462-5183 | X  | X  | X  | X  | X   | X   | X   | X  | 12/15/2022      |
| CTE Cal, Inc.                       | 46716 Fremont Boulevard<br>Fremont, CA 94538            | (510) 573-6362<br>(510) 573-6684 | X  | X  | X  | X  | X   | X   | X   | X  | 10/1/2022       |
| Earth Systems Pacific               | 48511 Warm Springs Blvd, Suite 210<br>Fremont, CA 94539 | (510) 353-3833<br>(888) 567-4292 | X  | X  | X  | X  | X   | X   | X   | X  | 3/3/2024        |
| ENGEO Incorporated                  | 2010 Crow Canyon Pl., Suite 250<br>San Ramon, CA 94583  | (925) 866-9000<br>(888) 279-2698 | X  | X  | X  | X  | X   | X   | X   | X  | 8/7/2022        |
| Geissler Engineering                | 83e Beach Road<br>Belvedere, CA 94920                   | (415) 992-9393                   | X  |    |    | X  | X   |     | X   |    | 10/5/2023       |
| Geocon Consultants, Inc.            | 6671 Brisa Street<br>Livermore, CA 94550                | (925) 371-5900<br>(925) 371-5915 | X  | X  | X  | X  | X   |     | X   | X  | 10/7/2023       |
| HP Inspections                      | 690 Sunol Street, Bldg. H<br>San Jose, CA 95126         | (408) 288-8460<br>(408) 271-0902 | X  | X  | X  | X  | X   | X   |     | X  | 1/27/2024       |
| Inspection Consultants, Inc.        | 1515 North C Street<br>Sacramento, CA 95814             | (916) 321-5580<br>(916) 321-5590 | X  | X  | X  | X  | X   |     |     | X  | 1/20/2020       |
| Inspection Services Inc.            | 1798 University Avenue<br>Berkeley, CA 94703            | (415) 243-3265<br>(415) 243-3266 | X  | X  | X  | X  | X   | X   | X   | X  | 6/25/2022       |
| KC Engineering Co.                  | 865 Cotting Lane, Suite A<br>Vacaville, CA 95688        | (707) 447-4025<br>(707) 447-4143 | X  | X  | X  | X  | X   |     |     | X  | 11/7/2020       |
| Kleinfelder Inc.                    | 2601 Barrington Ct,<br>Hayward, CA 94545                | (925) 484-1700                   | X  | X  | X  | X  | X   | X   | X   | X  | 2/2/2024        |

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.

RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES - continued

| AGENCY NAME                              | ADDRESS  | PHONE/FAX                        | RC | PC | SM | SW | HSB | NDT | SWC | FP | EXPIRATION DATE              |
|--|--|----------------------------------|----|----|----|----|-----|-----|-----|----|------------------------------|
| Korbmacher Engineering Inc.              | 480 Preston Court, Suite B<br>Livermore, CA 94551                                    | (925) 454-9033<br>(925) 454-9564 | X  | X  | X  | X  | X   | X   | X   | X  | 2/2/2024                     |
| Krazan and Associates Inc.               | 1061 Serpentine Lane, Suite F<br>Pleasanton, CA 94566                                | (925) 307-1160<br>(925) 307-1161 | X  | X  | X  | X  | X   | X   | X   | X  | 3/2/2024                     |
| MatriScope Engineering Laboratories, Inc | 6244 Preston Av Livermore, CA 94551<br>601 Bercut Dr. Sacramento, CA 95811           | (510) 763-3601<br>(916) 375-6700 | X  | X  | X  | X  | X   | X   | X   | X  | 1/1/2022                     |
| Mid Pacific Engineering, Inc MPE         | 4200 N. Freeway Blvd., Suite 5<br>Sacramento, CA 95834                               | (916) 927-7000                   | X  | X  | X  | X  | X   | X   |     | X  | 3/12/2023                    |
| Moore Twining Associates, Inc.           | 2527 Fresno Street<br>Fresno, CA 93721   | (559) 268-7021<br>(559) 268-0740 | X  | X  | X  | X  | X   |     |     | X  | 8/8/2021                     |
| Nicholas Engineering Consultants         | 6743 Dublin Boulevard, #15<br>Dublin, CA 94568                                       | (925) 829-8090<br>(925) 829-0235 | X  | X  | X  | X  | X   |     | X   | X  | 5/7/2022                     |
| Ninyo & Moore                            | 1956 Webster Street, Suite 400<br>Oakland, CA 94612                                  | (510) 633-5640<br>(510) 633-5646 | X  | X  | X  | X  | X   | X   | X   | X  | 12/8/2019<br>Pending Review  |
| NORCON LLC                               | 1661 Tennessee St. Suite 201<br>San Francisco, CA 94107                              | (415) 710-1155                   | X  | X  | X  | X  | X   | X   | X   | X  | 9/1/2023                     |
| Pacific Crest Engineering, Inc.          | 444 Airport Blvd, Ste. 106<br>Watsonville, CA 95076                                  | (831) 722-9446<br>(831) 722-9158 | X  |    | X  |    | X   |     |     |    | 1/7/2022                     |
| Picot Inspection                         | 2162 62th Ave,<br>Oakland, CA 94621  | (510) 847-8990                   | X  | X  | X  | X  | X   |     |     | X  | 3/10/2023                    |
| PJC & Associates, Inc.                   | 600 Martin Ave, Ste 210<br>Rohnert Park, CA 94928                                    | (707) 584-4804                   | X  |    | X  | X  |     |     |     |    | 8/5/2019                     |
| Professional Service Industries, Inc.    | 380 Tennant Ave, Ste. 3<br>Morgan Hill, CA 95037                                     | (408) 669-5500                   | X  |    | X  | X  | X   |     |     | X  | 3/26/2022                    |
| Quantum Geotechnical                     | 6288 San Ignacio Ave. Suite D<br>San Jose, CA 95119                                  | (408) 629-3822<br>(408) 629-3825 | X  | X  | X  |    |     |     |     | X  | 8/10/2019                    |
| RES Engineers, Inc.                      | 1250 Missouri Street, Suite 207<br>San Francisco, CA 94107                           | (415) 822-4625<br>(415) 822-8925 | X  | X  | X  | X  | X   | X   | X   | X  | 6/3/2022                     |
| RMA Group                                | 130 Archer Street<br>San Jose, CA 95112  | (408) 362-4920<br>(408) 362-4926 | X  | X  | X  | X  | X   | X   | X   | X  | 4/2/2022                     |
| Salem Engineering Group, Inc.            | 4055 W. Shaw Ave, Suite 110<br>Fresno, CA 93722                                      | (559) 271-9700<br>(559) 275-0827 | X  | X  | X  | X  | X   | X   | X   | X  | 7/25/2021                    |
| Signet Testing Laboratories              | 3526 Breakwater Court<br>Hayward, CA 94545   | (510) 887-8484<br>(510) 783-4295 | X  | X  | X  | X  | X   | X   | X   | X  | 12/19/2020                   |
| Smith-Emery Company                      | P.O. Box 880550, Hunters Point<br>Shipyard, Building 114, San Francisco,<br>CA 94188 | (415) 642-7326<br>(415) 642-7055 | X  | X  | X  | X  | X   | X   | X   | X  | 8/17/2023                    |
| Stevens Ferrone & Bailey                 | 1600 Willow Pass Court<br>Concord, CA 94520  | (925) 688-1001<br>(925) 688-1005 | X  | X  | X  | X  | X   |     | X   | X  | 3/6/2022                     |
| Structure Groups                         | 2352 Research Drive<br>Livermore, CA 94550   | (925) 447-9900<br>(925) 447-9901 | X  | X  | X  | X  | X   |     | X   | X  | 2/2/2021                     |
| Summit Associates                        | 2300 Clayton Road, Suite 1380<br>Concord, CA 94520                                   | (925) 363-5560<br>(925) 363-5511 | X  | X  | X  | X  | X   | X   | X   | X  | 12/12/2022                   |
| Terracon Consultants, Inc                | 5075 Commercial Circle, Suite E<br>Concord, CA 94520                                 | (925) 348-9057                   | X  | X  | X  | X  | X   | X   |     | X  | 10/31/2021<br>Pending Review |
| Testing Engineers Inc.                   | 2811 Teagarden Street<br>San Leandro, CA 94577                                       | (510) 835-3142<br>(510) 834-3777 | X  | X  | X  | X  | X   | X   | X   | X  | 3/9/2021                     |
| Twining                                  | 1572 Santa Ana Avenue<br>Sacramento, CA 95838  | (916) 649-9000<br>(916) 921-8532 | X  | X  | X  | X  | X   | X   | X   | X  | 2/2/2024                     |
| Valley Inspection                        | 326 Woodrow Avenue<br>Vallejo, CA 94591  | (707) 552-7037<br>(707) 552-7022 |    |    |    | X  |     |     | X   | X  | 3/9/2021                     |
| Youngdahl Consulting Group Inc.          | 1234 Glenhaven Court<br>El Dorado Hills, CA 95762                                    | (916) 933-0633<br>(916) 933-6482 | X  | X  | X  | X  | X   | X   | X   | X  | 1/27/2024                    |
| Wallace-Kuhl & Associates, Inc.          | 3050 Industrial Boulevard<br>West Sacramento, CA 95691                               | (916) 372-1434<br>(916) 372-2565 | X  | X  | X  | X  | X   | X   |     | X  | 8/21/2023                    |

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.