



# STATEMENT OF SPECIAL INSPECTION & TESTING AGREEMENT

Town of Atherton  
Building Department  
80 Fair Oaks Ln.  
Atherton, California 94027  
Phone: (650) 752-0560

**SITE ADDRESS:** \_\_\_\_\_ **PERMIT/APPLICATION#:** \_\_\_\_\_

To applicants and owners of projects requiring Special Inspection or Testing per Section 1704 of the California Building Code, please acknowledge and return this completed form to the Building Department.

BEFORE A PERMIT CAN BE ISSUED the owner or the owner’s representative, on the advice of the responsible Project Engineer or Architect, shall complete, sign, and submit two (2) copies of this Agreement and Schedule to the Building Department for review and approval.

The owner and the general contractor, where applicable, shall also acknowledge the following conditions applicable to Special Inspection and/or Testing.

1. The special inspection agency must be employed by the owner or architect of record acting as the owner’s agent and the engineer responsible for the structural design.
2. The contractor is responsible for proper notification to the special inspection agency for the items listed.
3. Only special inspection & testing agency personnel are to take samples and transport them to their laboratory.
4. Copies of all laboratory reports and inspections must be sent, by the special inspection agency, directly to the Town of Atherton Building Department.
5. The special inspection agency must submit the names and qualifications of all on-site special inspectors to the Building Department for approval.
6. The Special Inspector is under the authority and is responsible to the Building Official. All concerns and / or problems encountered are to be brought to the Building Official’s attention immediately.
7. Special Inspectors must provide weekly reports of all special inspection activity to the Building Department.
8. It is the responsibility of the contractor to review t h e Town o f A t h e r t o n approved plans for additional inspection or testing requirements that may be noted.
9. BEFORE OCCUPANCY CAN BE ISSUED: The special inspection agency must submit a statement that all items requiring testing and inspection were fulfilled and reported. Those items not tested and/or inspected shall be noted in this statement. Copies of statements must be maintained at the job site for the building inspector’s review, prior to final inspections.

**10. NO WORK SHALL BE COVERED PRIOR TO BUILDING DEPARTMENT INSPECTION & APPROVAL.**

**ACKNOWLEDGEMENT:** (SIGN BELOW) I have reviewed the enclosed “Special Inspection Schedule” and the information found in this agreement.

\_\_\_\_\_  
Owner  
or \_\_\_\_\_  
Project Architect  
and \_\_\_\_\_  
Project Engineer

\_\_\_\_\_  
Special Inspection Agency (Co. Name Only)  
\_\_\_\_\_  
Contractor (Co. Name only)  
\_\_\_\_\_  
Building Official



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## SPECIAL INSPECTION SCHEDULE

**Project Name** \_\_\_\_\_

**Permit/Application Number** \_\_\_\_\_

**Project Address** \_\_\_\_\_

**Special Inspection & Testing Agency Name** \_\_\_\_\_

**Owner's Name** \_\_\_\_\_

I hereby certify that the Special Inspection & Testing Agency named above has been engaged to perform structural tests and inspections during construction, as checked below, to satisfy all applicable portions of the Building Code. Prior to issuance of an occupancy permit the special inspection agency shall submit a statement that all items of designated work performed were reported. Any items checked, but not tested or inspected, will be noted and explained. Whenever any designated items on this list are ready for sampling, testing or inspection, it shall be the responsibility of the Contractor to give timely notice to the Special Inspection Agency so that the required services may be performed.

**REINFORCING STEEL:**

- Tensile & Bond
- Inspection of Placement
- Inspection of Welding

**MASONRY:**

- Preliminary Acceptance Tests (masonry units, wall prisms)
- Subsequent Tests (mortar, grout, field wall prisms)
- Inspection of Grouting
- Inspection of Placement & Grouting

**CONCRETE, GUNITE, GROUT & MORTAR:**

Concrete	Shotcrete	Grout	Mortar	
				Aggregate Tests for Designs
				Suitability of Aggregate
				Mix Designs
				Test Panel
				Batch Plant Insp.
				Cement Grab Sample
				Inspect Placing
				Compression Tests
				Cast Specimens
				Pick-up Samples
				Shrinkage Bars
				Yield Check
				Air Check
				Dry Unit Weight

**PRECAST CONCRETE:**

- Reinforcing Tests
- Inspection of Reinforcing Placement
- Tendon Tests
- Inspection of Tendon Placement
- Inspection of Concrete Placement
- Inspection of Concrete Batching
- Inspection of Panel Attach & Inserts
- Inspection of Panel Installation
- Compression Tests
- Inspection of Stressing/Transfer

**PIERS, PILING, CAISSONS, CAPS, TIES:**

- Inspection of Reinforcing Placement Piers
- Inspection of Concrete Placement
- Inspection of Concrete Batching

**UNDERPINNING:**

- Inspection of Steel Fabrication
- Inspection of Reinforcing & Forms
- Inspection of Concrete Placement
- Inspection of Tiebacks

**STRUCTURAL STEEL:**

- Sample & Test
- Shop Indent. & Welding Inspection
- Shop Ultrasonic Inspection
- Shop Radiography
- Field Welding Inspection
- Field Bolting
- Field Ultrasonic Inspection
- Field Radiography
- Metal Deck Welding Inspection

**STRUCTURAL HARDWARE:**

- Holdown Installation
- Tiedown System Installation
- Epoxied Anchors & Bolts

**INSULATING CONCRETE:**

- Sample & Test
- Unit Weights

**FIREPROOFING:**

- Inspection of Placement
- Density Tests
- Thickness Tests
- Inspect Batching

**GEOTECHNICAL:** (Inspections & Testing by Geotechnical Engineer)

- Fill Material Acceptance Tests
- Moisture-Density Determination
- Field Density/Compaction
- Pier Drilling
- Observation & Testing by Soils Engineer

**ROOFING & WATERPROOFING:**

- Inspection of Placement
- Sample & Test
- Basement Waterproofing

**STRUCTURAL WOOD:**

- Inspection of Fabrication
- Inspection of Truss Joist Fab.
- Sample & Test Components
- Inspection of Glu-lam Fab
- Shearwall construction & Nailing

**OTHER TESTS OR INSPECTIONS:**

# RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES

Updated: June 27, 2024

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

PC = Pre-stressed Concrete  
NDT = Non-destructive Testing

SM = Structural Masonry  
SWC = Structural Wood Construction

SW = Steel Welding  
FP = Fireproofing

<u>Agency Name</u>	<u>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>
<b>A 1 Inspection Services</b>	1754 Mission Street San Francisco, CA 94109	<b>(415) 621-8001</b> (415) 358-4409	X	X	X	X	X	X	X	X
<b>Ace Quality Control</b>	1050 Melody Lane, Suite 160, Roseville, CA 95678	<b>(916)742-5096</b> (530) 241-5935	X	X	X	X	X			X
<b>Achievement Engineering</b>	1145 S Third Street San Jose, CA 95112	<b>(408) 217-9174</b> (408) 217-9632	X	X	X	X	X	X	X	X
<b>Advanced Testing &amp; Inspection, LLC</b>	540 Brunken Avenue, Suite B Salinas, CA 93901	<b>(831) 422-2272</b> (831) 597-2004	X	X	X	X	X			X
<b>Apex Testing Labs, Inc.</b>	1790 Yosemite Avenue San Francisco, CA 94124	<b>(415) 550-9800</b> (415) 550-9880	X	X	X	X	X	X		X
<b>Applied Materials &amp; Engineering, Inc.</b>	980 41st Street Oakland, CA 94608	<b>(510) 420-8190</b> (510) 420-8186	X	X	X	X	X	X	X	X
<b>Aries Engineering</b>	5357 Persimmon Grove Court San Jose, CA 95123	<b>(408) 634-0087</b>	X						X	
<b>Baez Geotechnical Group (BGG)</b>	1686 Second Street, Suite 205 Livermore, Ca 94550	<b>(925) 766-1616</b>	X	X	X					
<b>BAGG Engineers</b>	138 Charcot Avenue San Jose, CA 95131	<b>(650) 852-9133</b> (650) 852-9138	X	X	X	X	X	X	X	X
<b>Berlogar, Stevens and Associates</b>	5587 Sunol Boulevard Pleasanton, CA 94566	<b>(925) 484-0220</b> (925) 846-9645	X	X	X	X	X			X
<b>Biggs Cardosa Associates, Inc.</b>	865 The Alameda San Jose, CA 95126	<b>(408) 296-5515</b> (408) 296-8114	X	X	X	X	X			
<b>B.S.K. Associates</b>	399 Lindbergh Avenue Livermore, CA 94551	<b>(925) 315-3151</b> (925) 315-3152	X	X	X	X	X	X		X
<b>Consolidated Engineering Labs</b>	2001 Crow Canyon Rd, Suite 100 San Ramon, CA 94583	<b>(925) 314-7100</b> (925) 855-7140	X	X	X	X	X	X	X	X
<b>Construction Testing Services (CTS)</b>	2118 Rheem Drive Pleasanton, CA 94588	<b>(925) 462-5151</b> (925) 462-5183	X	X	X	X	X	X	X	X
<b>CTE Cal, Inc.</b>	46716 Fremont Boulevard Fremont, CA 94538	<b>(510) 573-6362</b> (510) 573-6684	X	X	X	X	X	X	X	X
<b>Earth System Pacific</b>	48511 Warm Springs Blvd., Ste. 210 Fremont, CA 94539	<b>(510) 353-3833</b> (888) 567-4292	X	X	X	X	X		X	X
<b>ENGEO Incorporated</b>	2010 Crow Canyon Pl., Suite 250 San Ramon, CA 94583	<b>(925) 866-9000</b> (888) 279-2698	X	X	X	X	X	X	X	X
<b>Geissler Engineering</b>	83e Beach Road Belvedere, CA 94920	<b>(415) 992-9393</b>	X			X				
<b>Geocon Consultants, Inc.</b>	6671 Brisa Street Livermore, CA 94550	<b>(925) 371-5900</b> (925) 371-5915	X	X	X		X			X
<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		X

<b>Agency Name</b>	<b>Address</b>	<b>Phone/Fax</b>	<b>RC</b>	<b>PC</b>	<b>SM</b>	<b>SW</b>	<b>HSB</b>	<b>NDI</b>	<b>SWC</b>	<b>FP</b>
<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
<b>Inspection Services Inc.</b>	1798 University Avenue Berkeley, CA 94703	<b>(510) 900-2100</b> (510) 900-2101	X	X	X	X	X	X	X	X
<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			X
<b>Kleinfelder Inc.</b>	2601 Barrington Court Hayward, CA 94545	<b>(925) 484-1700</b>	X	X	X	X	X	X		X
<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	X
<b>Krazan and Associates, Inc.</b>	1061 Serpentine Lane, Suite F Pleasanton, CA 94566	<b>(925) 307-1160</b> (925) 307-1161	X	X	X	X	X	X	X	X
<b>MatriScope Engineering Laboratories, Inc.</b>	6244 Preston Avenue Livermore, CA 94551	<b>(510) 763-3601</b> <b>(916) 375-6700</b>	X	X	X	X	X	X	X	X
<b>Mid Pacific Engineering, Inc. (MPE)</b>	4200 N. Freeway Blvd., Suite 5 Sacramento, CA 95834	<b>(916) 927-7000</b> (916) 925-1411	X	X	X	X	X	X		X
<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
<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	X
<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	X	X
<b>Norcon LLC</b>	470 3 <sup>rd</sup> St. San Francisco, CA 94107	<b>(415) 692-0519</b>	X	X	X	X	X	X	X	X
<b>Pacific Crest Engineering, Inc.</b>	444 Airport Boulevard, suite 106 Watsonville, CA 95076	<b>(831) 722-9446</b> (831) 722-9158	X				X			
<b>Picot Inspection</b>	2162 62 <sup>nd</sup> Avenue Oakland, CA 94621	<b>(510) 847-8990</b>	X	X	X	X	X			X
<b>PJC &amp; Associates, Inc.</b>	600 Martin Avenue, Suite 210 Rohnert Park, CA 94928	<b>(707) 584-4804</b>	X		X	X				
<b>Professional Service Industries, Inc.</b>	380 Tennant Avenue, Suite 3 Morgan Hill, CA 95037	<b>(408) 669-5500</b>	X		X	X	X			X
<b>Quantum Geotechnical</b>	6288 San Ignacio Avenue, Suite D San Jose, CA 95119	<b>(408) 629-3822</b> (408) 629-3825	X	X	X					X
<b>RES Engineers, Inc.</b>	1250 Missouri St., Suite 207 San Francisco, CA 94107	<b>(415) 822-4625</b> (415) 822-8925	X	X	X	X	X	X	X	X
<b>RMA Group</b>	130 Archer Street San Jose, CA 95112	<b>(408) 362-4920</b> (408) 362-4926	X	X	X	X	X	X	X	X
<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	X	X
<b>Signet Testing Laboratories</b>	3526 Breakwater Court Hayward, CA 94545	<b>(510) 887-8484</b> (510) 783-4295	X	X	X	X	X	X	X	X
<b>Smith-Emery Company</b>	P.O. Box 880550, Hunters Point Shipyard, Bldg. 114, SF, CA 94188	<b>(415) 642-7326</b> (415) 642-7055	X	X	X	X	X	X	X	X
<b>Stevens Ferrone &amp; Bailey</b>	1600 Willow Pass Court Concord, CA 94520	<b>(925) 688-1001</b> (925) 688-1005	X	X	X	X	X		X	X

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<b>Structure Groups</b>	2352 Research Drive Livermore, CA 94550	<b>(925) 447-9900</b> (925) 447-9901	X	X	X	X	X		X	
<b>Summit Associates</b>	2300 Clayton Road, Suite 1380 Concord, CA 94520	<b>(925) 363-5560</b> (925) 363-5511	X	X	X	X	X	X	X	X
<b>Terracon Consultants, Inc.</b>	5075 Commercial Circle, Suite E Concord, CA 94520	<b>(925) 348-9057</b>	X	X	X	X	X	X		X
<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	X	X
<b>Twining</b>	1572 Santa Ana Avenue Sacramento, CA 95838	<b>(916) 649-9000</b> (916) 921-8532	X	X	X	X	X			X
<b>Valley Inspection</b>	326 Woodrow Avenue Vallejo, CA 94591	<b>(707) 552-7037</b> (707) 552-7022				X			X	X
<b>Wallace-Kuhl &amp; Associates, Inc.</b>	3050 Industrial Blvd. West Sacramento, CA 95691	<b>(916) 372-1434</b> (916) 372-2565	X	X	X	X	X	X		X

Agencies may have offices in more than one location. Other agencies may be approved by local jurisdictions.