



RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES

BEFORE A PERMIT CAN BE ISSUED: The owner, or the engineer or architect of record acting as the owner's agent, shall complete this agreement. A preconstruction conference with the parties involved may be required to review the special inspection requirements and procedures.

APPROVAL OF SPECIAL INSPECTORS: Each special inspector shall be approved by the Building Department prior to performing any duties. Each special inspector shall submit his/her qualifications to the Building Department and subject to a personal interview for prequalification. Special inspectors shall display approved identification, as stipulated by the Building Department, when performing the function of a special inspector.

ACKNOWLEDGEMENTS

I hereby certify that the Testing/Inspection Agency named below has been selected to perform structural tests and inspection during construction, as checked on page 2, to satisfy all applicable portions of the 2019 California Building Code.

I have read and agree to comply with the terms and conditions of this agreement.

PROJECT NAME:	BUILDING PERMIT #:	
PROJECT ADDRESS:		
ENGINEER Print Name: ●	Signature: ●	Date:
ARCHITECT Print Name: ●	Signature: ●	Date:
OWNER Print Name: ●	Signature: ●	Date:
NAME OF TESTING/INSPECTION AGENCY:		
RESPONSIBLE EMPLOYEE OF THE TESTING AGENCY Title: ●	Signature: ●	Date:
CONTRACTOR Print Name: ●	Signature: ●	Date:

- Copies of all laboratory reports and inspections shall be sent directly to the City Building Division and to the registered design professional in responsible charge by the Testing agency on a weekly basis.
- If the Owner/Contractor selects a different a special inspection agency after the building permit is issued, a new signed acknowledgment letter with the Building Official acceptance will be required to be approved prior to scheduling any inspections.
- Prior to issuance of an occupancy permit, the 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.

BUILDING OFFICIAL ACCEPTANCE

Signature of Building Official	Print Name	Date
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STRUCTURAL TESTS AND INSPECTION SCHEDULE – SHORT FORM (2019 CBC)

Special inspection and testing shall meet the minimum requirements of C.B.C. Section 1705.1. The following conditions are also applicable:

REINFORCING STEEL	FILL MATERIAL	PILING, CAISSONS, CAPS, TIES
<input type="checkbox"/> Tensile & Bend, one set per heat per ____ tons	<input type="checkbox"/> Acceptance Test	<input type="checkbox"/> Inspection of Reinforcing Placement
<input type="checkbox"/> Inspection of Placement	<input type="checkbox"/> Moisture-Density Determination	<input type="checkbox"/> Inspection of Concrete Placement
<input type="checkbox"/> Inspection of Welding	<input type="checkbox"/> Field Density	<input type="checkbox"/> Inspection of Concrete Batching
MASONRY	FIREPROOFING	STRUCTURAL WOOD
<input type="checkbox"/> Preliminary Acceptance Tests (Masonry Units, Wall Prisms)	<input type="checkbox"/> Inspection of Placement	<input type="checkbox"/> Inspection of Fabrication
<input type="checkbox"/> Subsequent Tests (Mortar, Grout, Field Wall Prisms)	<input type="checkbox"/> Density Tests	<input type="checkbox"/> Inspection of Truss Joist Fabrication
<input type="checkbox"/> Inspection of Grouting	<input type="checkbox"/> Thickness Tests	<input type="checkbox"/> Sample & Test Components
<input type="checkbox"/> Inspection of Placement & Grouting	<input type="checkbox"/> Inspect Batching	<input type="checkbox"/> Inspection of Glu Lam Fabrication

CONCRETE, SHOTCRETE, GROUT & MORTAR				PRECAST CONCRETE	STRUCTURAL STEEL
Conc.	Shot.	Grout	Mortar	<input type="checkbox"/> Reinforcing Tests	<input type="checkbox"/> Shop Identification & Welding Inspection
			Aggregate Tests for Designs	<input type="checkbox"/> Inspection of Reinforcing Placement	<input type="checkbox"/> Shop Ultrasonic Inspection
			Suitability of Aggregates	<input type="checkbox"/> Inspection of Tendon Placement	<input type="checkbox"/> Shop Radiography
			Mix Designs	<input type="checkbox"/> Inspection of Concrete Placement	<input type="checkbox"/> Field Welding Inspection
			Test Panel	<input type="checkbox"/> Inspection of Concrete Batching	<input type="checkbox"/> Field Bolting Inspection
			Batch Plant Inspection	<input type="checkbox"/> Inspection of Panel Attachments	<input type="checkbox"/> Field Ultrasonic Inspection
			Cement Grab Sample	<input type="checkbox"/> Compression Tests	<input type="checkbox"/> Field Radiography
			Inspect Placing	<input type="checkbox"/> Inspection of Stressing/Transfer	<input type="checkbox"/> Metal Deck Welding Inspection
			Compression Tests		
			Cast Specimens	OTHER TESTS	
			Pick-Up Samples	Specify if other tests, inspections, or special instructions are required for the project:	
			Shrinkage Bars	<input type="checkbox"/> Epoxy or Expansion Anchors (Engineer of Record may perform when approved by the Building Official)	
			Yield Check	<input type="checkbox"/> Shear Wall Nailing if closer than 3" edge nailing (Engineer of Record may perform when approved by BO)	
			Air Check	<input type="checkbox"/>	
			Dry Unit Weight	<input type="checkbox"/>	

A. Duties and Responsibilities of the Special Inspector:

1. Observe work

The special inspector shall observe the work for conformance with the Building Department approved (stamped) design drawings and specifications and applicable workmanship provisions of the C.B.C. Architect/engineer reviewed shop drawings and/or placing drawings may be used only as an aid to inspection. Special inspections are to be performed on a continuous basis, meaning that the special inspector is on site in the general area at all times observing the work requiring special inspection. Periodic inspections, if any, must have prior approval by the Building Department based on a separate written plan reviewed and approved by the Building Department and the project engineer or architect.

2. Report nonconforming items

The special inspector shall bring nonconforming items to the immediate attention of the contractor and note all such items in the daily report. If any item is not resolved in a timely manner or is about to be incorporated in the work, the special inspector shall immediately notify the Building Department by telephone or in person, notify the engineer or architect, and post a discrepancy notice.

3. Furnish daily reports

On request, each special inspector shall complete and sign both the special inspection record and the daily report form for each day's inspections to remain at the jobsite with the contractor for review by the Building Department's inspector.

4. Furnish weekly reports

The special inspector or inspecting agency shall furnish weekly reports of tests and inspections directly to the Building Department, project engineer or architect, and others as designated. These reports must include the following:

- . Description of daily inspections and tests made with applicable locations;
- . Listing of all nonconforming items;
- . Report on how nonconforming items were resolved or unresolved as applicable; and
- . changes authorized by the architect, engineer and Building Department if not included in nonconformance items.

5. Furnish final report

The special inspector or inspection agency shall submit a final signed report to the Building Department stating that all items requiring special inspection and testing were fulfilled and reported and, to the best of his/her knowledge, in conformance with the approved design drawings, specifications, approved change orders and the applicable workmanship provisions of the C.B.C. Items not in conformance, unresolved items or any discrepancies in inspection coverage (i.e., missed inspections, periodic inspections when continuous was required, etc.) shall be specifically itemized in this report.

B. Contractor Responsibilities

1. Notify the special inspector

The contractor is responsible for notifying the special inspector or agency regarding individual inspections for items listed on the attached schedule and as noted on the Building Department approved plan. Adequate notice shall be provided so that the special inspector has time to become familiar with the project.

2. Provide access to approved plans

The contractor is responsible for providing the special inspector access to approved plans at the jobsite.

3. Retain special inspection records

The contractor is also responsible for retaining at the jobsite all special inspection records submitted by the special inspector, and providing these records for review by the Building Department's inspector upon request.

SPECIAL INSPECTION AND TESTING AGENCIES RECOGNIZED BY THE CITY OF MONTEREY: Updated: June 1, 2020

KEY: SPECIAL INSPECTION & Testing Agencies Recognized by City of Monterey Building and Safety Division												
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	SWC	URM	FP	NDT	Expiration
Achievement Engineering Corp – AEC	2455 Autumnvale Dr., Unit E San Jose, CA 95131	(408) 217-9174 (408) 217-9632	X	X	X	X	X	X	X	X	X	3/6/2022
Advanced Testing & Inspection (ATI)	540 Brunken Avenue, Suite B Salinas, CA 93901	(831) 422-2272 (831) 597-2004	X	X	X	X	X		X	X		10/1/2022
Berlogar Stevens and Associates	5587 Sunol Boulevard Pleasanton, CA 94566	(925) 484-0220 (925) 846-9645	X	X	X	X	X		X	X		9/4/2021
Biggs Cardosa Associates, Inc.*	865 The Alameda, San Jose, CA 95126	(408) 296-5515 (408) 296-8114	X	X	X	X	X		X			11/7/2020
B.S.K. Associates	399 Lindbergh Ave Livermore, CA 94551	(925) 315-3151 (925) 315-3152	X	X	X	X	X		X	X	X	2/14/2021
Consolidated Engineering Labs	2001 Crow Canyon Rd, Suite 100 San Ramon, CA 94583	(925) 314-7100 (925) 885-7140	X	X	X	X	X	X	X	X	X	10/18/2021
Earth System Pacific**	48511 Warm Springs Blvd, Ste 210 Fremont, CA 94539	(510) 353-3833 (888) 567-4292	X	X	X	X	X	X	X	X		10/25/2020
ENGEO Incorporated	2010 Crow Canyon Pl., Suite 250 San Ramon, CA 94583	(925) 866-9000 (888) 279-2698	X	X	X	X	X	X	X	X	X	8/7/2022
HP Inspections	690 Sunol Street, Bldg. H San Jose, CA 95126	(408) 288-8460 (408) 271-0902	X	X	X	X	X		X	X	X	1/8/2021
Inspection Services Inc.	1798 University Avenue Berkeley, CA 94703	(510) 900-2100 (510) 900-2101	X	X	X	X	X	X	X	X	X	6/25/2022
KC Engineering Co.	865 Cotting Lane, Suite A Vacaville, CA 95688	(707) 447-4025 (707) 447-4143	X	X	X	X	X		X	X		11/7/2020
Kleinfelder Inc.	2601 Barrington Ct. Hayward, CA 94545	(925) 484-1700 (510) 887-5932	X	X	X	X	X		X	X	X	7/30/2022
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		4/11/2020
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	X	1/5/2021
MatriScope Engineering Laboratories, Inc	6244 Preston Ave. Livermore, CA 94551 601 Bercut Dr. Sacramento, CA 95811	(510) 606-7700 (916) 375-6700	X	X	X	X	X	X	X	X	X	1/1/2022
Moore Twining Associates, Inc.	2527 Fresno Street Fresno, CA 93721	(559) 268-7021 (559) 268-7126	X	X	X	X	X		X	X		8/8/2021
Nicholas Engineering Consultants*	6743 Dublin Boulevard, #15 Dublin, CA 94568	(925) 829-8090 (925) 829-0235	X	X	X	X	X	X	X	X		5/7/2022
PSI**	380 Tennant Ave, Suite 3 Morgan Hill, CA 95037	(408) 669-5500 (408) 465-2343	X		X	X	X		X	X		3/26/2022
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	X	6/3/2022
Signet Testing Laboratories	3121 Diablo Avenue Hayward, CA 94545	(510) 887-8484 (510) 783-4295	X	X	X	X	X	X	X	X	X	12/19/2020
Smith-Emery Company	1940 Oakdale Ave. San Francisco, CA 94124	(415) 642-7326 (415) 642-7055	X	X	X	X	X	X	X	X	X	1/2/2020
Testing Engineers Inc.	2811 Teagarden Street San Leandro CA 94577	(510) 835-3142 (510) 834-3777	X	X	X	X	X	X	X	X	X	3/9/2021

All Special Inspection firms may not be qualified to perform all aspects of special inspection required per CBC 1705.1.

Notes: *Firms may have sub-contracts Laboratory Services **Firms with Local Offices within 40 miles

[1] Firms may have offices in more than one location.

[2] Other firms may be accepted when approved by local jurisdiction Special Inspection Lists from the City of Santa Cruz, Santa Cruz County, Salinas and Monterey County.