



Community Development Department  
**BUILDING & SAFETY DIVISION**

100 Civic Plaza, Dublin, CA 94568 • Ph: (925) 833-6620 • www.dublin.ca.gov

## Special Inspection and Testing Agreement

**Project:** \_\_\_\_\_ **Plan Check No.:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**(To applicants of projects requiring Special Inspection or Testing per Chapter 17 of the California Building Code)**

**BEFORE A PERMIT CAN BE ISSUED:** The owner or his/her representative, on the advice of the responsible Project Engineer or Architect, shall complete, sign and submit the Special Inspection Agreement and Structural Tests Schedule to the Building Division for review and approval. Original and digital signatures are accepted.

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

1. Contractor is responsible for proper notification to the Inspection or Testing agency for items listed.
2. Only the testing laboratory should take samples and transport them to their laboratory.
3. Copies of all laboratory reports and inspections are to be sent directly to this Division by the Testing agency on a weekly basis.
4. Inspection agency to submit names and qualifications of on-site special inspectors to this Division for approval. This will not be required when the agency provides 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.
  - e. The special inspector shall display his/her badge whenever performing the function of an inspector.
5. The special inspector is responsible to the Chief Building Official for immediate notification of any concerns and/or problems encountered.
6. 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.
7. The special inspector shall use only Building Division Approved Drawings.
8. **BEFORE AN OCCUPANCY PERMIT CAN BE ISSUED:** The inspection agency shall 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. A copy of the statement shall be maintained at the job site for the Building Inspector's review prior to final inspections.
9. Constructor responsible for the construction shall submit a written statement of responsibility to the Chief Building Official and the owner per CBC Section 1705.1 where required.
10. Attach a City approved matrix list for all special inspectors showing inspection areas for which they are qualified by experience and appropriate certifications. (See enclosed)

**ACKNOWLEDGEMENT:**

Owner's Name (print)	Signature	Date
Special Inspection Company Name	Rep. Signature	Date
Project Architect / Engineer (print)	Signature	Date
Contractor's Name (print)	Signature	Date
Approved by Chief Building Official	Signature	Date

# STRUCTURAL TESTS AND INSPECTION SCHEDULE

(Per CBC Sections 1704, 1705 or 1708)

Hereby certifies that the Testing/Inspection Agency named above has been engaged to perform structural tests and inspection during construction, as checked below, to satisfy all applicable portions of the Building Code.

Prior to issuance of any 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.

Whenever any designated items on the list are ready for sampling, testing, or inspection, it shall be the responsibility of the contractor to give timely notice to the Inspection Agency so that the required services may be performed.

## REINFORCING STEEL:

\_\_\_\_\_ Tensile & Bend, one set per heat per \_\_\_\_\_ tons  
\_\_\_\_\_ Inspection of Placement  
\_\_\_\_\_ Inspection of Welding  
\_\_\_\_\_ Dowelling

## MASONRY:

\_\_\_\_\_ Preliminary Acceptance Tests (Masonry Units, Wall Prisms)  
\_\_\_\_\_ Subsequent Tests (Mortar, Grout, Field Wall Prisms)  
\_\_\_\_\_ Inspection of Grouting  
\_\_\_\_\_ Inspection of Placement & Grouting

## CONCRETE, SHOTCRETE, GROUT & MORTAR:

Concrete	Shot	Grout	Mortar	
				Aggregate Tests for Designs
				Suitability of Aggregates
				Mix Designs
				Test Panel
				Batch Plant Inspection
				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 Attachments & Inserts  
\_\_\_\_\_ Compression Tests  
\_\_\_\_\_ Inspection of Stressing/Transfer

## PILING, CAISSONS, CAPS, TIES:

\_\_\_\_\_ Drilled Piers  
\_\_\_\_\_ Inspection of Reinforcing Placement  
\_\_\_\_\_ Inspection of Concrete Placement  
\_\_\_\_\_ Inspection of Concrete Batching  
\_\_\_\_\_ Epoxy Holdowns

## UNDERPINNING:

\_\_\_\_\_ Inspection of Steel Fabrication  
\_\_\_\_\_ Inspection of Reinforcing & Forms  
\_\_\_\_\_ Inspection of Concrete Placement  
\_\_\_\_\_ Inspection of Tieback

## Others:

\_\_\_\_\_ Epoxy Anchors  
\_\_\_\_\_ Anchor Bolts Installed in concrete

## STRUCTURAL STEEL:

\_\_\_\_\_ Sample & Test (list specific members below)  
\_\_\_\_\_ Shop Identification & Welding Inspection  
\_\_\_\_\_ Shop Ultrasonic Inspection  
\_\_\_\_\_ Shop Radiography  
\_\_\_\_\_ Field Welding Inspection  
\_\_\_\_\_ Field Bolting Inspection  
\_\_\_\_\_ Field Ultrasonic Inspection  
\_\_\_\_\_ Field Radiography  
\_\_\_\_\_ Metal Deck Welding Inspection

## ASPHALTIC CONCRETE:

\_\_\_\_\_ Mix Designs  
\_\_\_\_\_ Inspection of Batch Plant  
\_\_\_\_\_ Core/Test  
\_\_\_\_\_ Field Inspection  
\_\_\_\_\_ Suitability Tests  
\_\_\_\_\_ Specific Gravity  
\_\_\_\_\_ Asphalt Content  
\_\_\_\_\_ Sieve Analysis  
\_\_\_\_\_ K Factors  
\_\_\_\_\_ Stabilometer Valve  
\_\_\_\_\_ Swell

## INSULATING CONCRETE:

\_\_\_\_\_ Sample & Test  
\_\_\_\_\_ Unit Weights

## FIREPROOFING:

\_\_\_\_\_ Inspection of Placement  
\_\_\_\_\_ Density Tests  
\_\_\_\_\_ Thickness Tests  
\_\_\_\_\_ Inspect Batching  
\_\_\_\_\_ Acceptance Tests  
\_\_\_\_\_ Sample & Test

## STRUCTURAL WOOD:

\_\_\_\_\_ Inspection of Fabrication  
\_\_\_\_\_ Inspection of Truss Joist Fabrication  
\_\_\_\_\_ Sample & Test Components  
\_\_\_\_\_ Inspection of Glue Lam Fabrication  
\_\_\_\_\_ Nailing and Bolting  
\_\_\_\_\_ Anchoring and Other Fastening

## FILL MATERIAL:

\_\_\_\_\_ Acceptance Tests  
\_\_\_\_\_ Moisture-Density Determination  
\_\_\_\_\_ Field Density

## ROOFING:

\_\_\_\_\_ Inspection of placement  
\_\_\_\_\_ Sample & Test

**Seismic Resisting Elements (Periodic Special Inspection is Required UON)**

**Cold-Formed Steel Framing:**

- \_\_\_\_\_ Bolting
- \_\_\_\_\_ Screw Attachment
- \_\_\_\_\_ Anchorage of Other Fastening

**Storage Racks and Access Floors:**

- \_\_\_\_\_ Anchorage of Access Floors
- \_\_\_\_\_ Anchorage of Storage Racks 8 Feet or Greater in Height

**Erection and Fastening of Architectural Components:**

- \_\_\_\_\_ Exterior Cladding
- \_\_\_\_\_ Interior and Exterior Nonbearing Walls
- \_\_\_\_\_ Interior and Exterior Veneer

**Fastening of Mechanical and Electrical Components:**

- \_\_\_\_\_ Electrical Equipment for Emergency or Standby Power
- \_\_\_\_\_ Anchorage of other Electrical Equipment in Seismic Design Category E or F
- \_\_\_\_\_ Installing of Piping System

***Specify if other tests, inspections or special instructions are required for the project.***

## RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES

**KEY:**  
 RC = Reinforced Concrete      PC = Pre-Stressed/Post-Tensioned      SM = Structural Masonry  
 SS = Structural Steel Welding/Bolting      FP = Spray-Applied Fireproofing      URM = Unreinforced Masonry Push/Torque Tests Only  
 HSB = High-Strength Bolting      SWC = Structural Wood Connection      SW = Structural Welding  
 NDT = Non-Destructive Testing

Agency Name	HQ Address	Phone/Fax	RC	PC	SM	SS	FP	URM	HSB	SWC	SW	NDT	Exp Date
Achievement Engineering Corp	2455 Autumnvale Drive STE E, San Jose CA 95131	(408) 217-9174 (408) 217-9174	X	X	X	X	X		X	X	X	X	12/30/2024
Aries Engineering	5357 Persimmon Grove San Jose, CA 95153	(408) 634-0087	X			X							12/20/2024
Apex Testing Laboratories	1790 Yosemite Ave San Fransisco 92124	(415) 550-9800 (415) 550-9880	X	X	X	X	X	X					1/13/2025
Applied Material Engineering Inc	980 41ST St. Oakland, CA 94608	(510) 420-8190 (510) 420-8186	X	X	X	X	X						3/8/2025
BAGG Engineers	138 Charcot Ave San Jose, CA 95131	(650) 852-9133 (650) 852-9138	X	X	X	X	X						2/10/2024
Biggs Cardosa Associates	1871 The Alameda, Suite 200 San Jose, CA 95126	(408) 296-5515 (408) 296-8114	X	X	X	X	X	X	X	X	X	X	6/23/2025
B.S.K. Associates	1181 Quarry Ln., Suite 300 Pleasanton, CA 94566	(925) 462-4000 (925) 462-6283	X		X	X	X	X					2/9/2025
Consolidated Engineering Labs	2001 Crow Canyon Rd., Ste. 100 San Ramon, CA 94583	(925) 314-7100 (925) 855-7140	X	X	X	X	X	X	X	X	X	X	3/20/2026
Construction Testing Services	2174 Rheem Dr., Suite A Pleasanton, CA 94588	(925) 462-5151 (925) 462-5183	X	X	X	X	X	X					8/1/2023
CTE Cal Inc	46716 Fremont Blvd Fremont, CA 94538	(510) 573-6352	X	X	X	X	X	X	X	X	X	X	4/5/2025
ENGEO, Inc.	2010 Crow Canyon Rd., Ste. 250 San Ramon, CA 94583-1545	(925) 838-1600 (925) 838-7425	X	X	X	X	X	X					2/28/2024
Geocon Consultants, Inc	6671 Brisa Street Livermore, CA 94550	(925) 371-5900 (925) 371-5915	X	X	X	X	X						12/9/2023

<b>HP Inspections</b>	<b>690 Sunol Blvd, bldg. H San Jose, CA 95126</b>	<b>(408) 288-8460 (408) 271-0902</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>					<b>6/28/2026</b>
<b>Korbmacher Engineering</b>	<b>480 Preston Ct., Suite B Livermore, CA 94551</b>	<b>(925) 454-9033 (925) 454-9564</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>6/29/2025</b>
<b>Krazan and Associates, Inc.</b>	<b>1061 Serpentine Ln. Ste F. Pleasanton, CA 94566</b>	<b>(925) 307-1160</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>7/8/2025</b>
<b>Nicholas Engineering Consultants *</b>	<b>6743 Dublin Blvd, Suite 15 Dublin, CA 94568</b>	<b>(925) 829-8090 (925) 829-0235</b>	<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>		<b>X</b>	<b>X</b>	<b>X</b>		<b>7/12/2025</b>
<b>Ninyo &amp; Moore</b>	<b>2149 O'Toole Ave, Suite 30 San Jose, CA 95131</b>	<b>(408) 435-9000</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>3/29/2026</b>
<b>RES Engineers, Inc</b>	<b>1250 Missouri St., Suite 207 San Francisco, CA 94107</b>	<b>(415) 822-4625 (415) 822-8925</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>10/20/2025</b>
<b>Smith-Emery Company</b>	<b>PO Box 880550, Hunters Point Shipyard, Building 114 San Francisco, CA 94188</b>	<b>(415) 330-3000 (415) 330-3030</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>					<b>3/8/2024</b>
<b>Stevens, Ferrone &amp; Bailey Engineering</b>	<b>1600 Willow Pass Ct. Concord, CA 94520</b>	<b>(925) 688-1001 (925) 688-1005</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>4/25/2026</b>
<b>Structure Groups</b>	<b>2352 Research Drive, Livermore, Ca 94550</b>	<b>925-447-9900</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>4/5/2025</b>
<b>Terracon</b>	<b>5075 Commercial Circle, STE E Concord, CA 94520</b>	<b>(925) 609-7224</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>					<b>4/18/2025</b>
<b>Testing Engineers, Inc.</b>	<b>2811 Teagarden St San Leandro, CA 94577</b>	<b>(510) 835-3142 (510) 834-3777</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>7/12/2025</b>
<b>Twining, Inc</b>	<b>5027 Commercial Circle, Ste G Concord, CA 94520</b>	<b>(949) 553-0370 (562) 426-6424</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>						<b>1/1/2024</b>
<b>Valley Inspection Inc</b>	<b>3226 Woodrow Ave, Vallejo CA</b>	<b>(707) 552-7037</b>					<b>X</b>		<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>8/26/2025</b>

Agencies have not been evaluated for geotechnical special inspection or for nondestructive testing. Agencies may not be qualified to perform all aspects of special inspection. Agencies may have offices in more than one location. Other agencies may be approved by local jurisdictions.

\*Agency Sub-Contracts Laboratory Services