



SPECIAL INSPECTION TESTING AGENCY INFORMATION & FORM

The City of San Mateo has gone digital. Printed paper reports are now obsolete. Please remit any special inspection reports and final affidavits to the following locations.

1. **Everyday / Daily Inspection Reports** are to be electronically sent to the following email address: specialinspection@cityofsanmateo.org. Please provide the following information in the subject line of the email:
 - a. Project address number and street name
 - b. The last six digits of our City of San Mateo Permit Number
2. **Final Affidavits** can be attached directly to the permit file using our Citizen Self Service Portal (CSS)
 - a. Please visit our CSS Portal here:
https://css.cityofsanmateo.org/energov_prod/selfservice#/home to upload affidavits
 - b. Please visit our CSS Portal for tutorials and related helpful information here:
<https://www.cityofsanmateo.org/4294/Online-Permit-Center>
3. **Qualification Binders** for new requests to be added as a Special Inspection Testing Agency or renewal requests shall be submitted electronically for review and approval by the Building Official here:
 - a. Building Info building.info@cityofsanmateo.org
 - b. Special Inspection specialinspection@cityofsanmateo.org
4. **Minimum Requirements**
 - a. Special Inspection and Testing shall meet the minimum requirements set forth within Chapter 17 of the 2019 California Building Code
 - b. Approval by the Building Official shall be required prior to any Special Inspector performing duties at each construction project

We are continuing to work diligently towards enhancing the services available online for a more efficient, environmentally friendly and safe experience for everyone! Thank you for your cooperation.

The purpose of the Special Inspection Agreement Form is to identify the structural systems and/or elements which require special inspection(s) per Chapter 17 of the California Building Code, the condition of use for the product specified by the manufacturer, and/or the registered design professional having responsible charge or control.

Special Inspection Agreement Form									
PROJECT ADDRESS:				PERMIT #:			APN#:		
PROJECT DESCRIPTION:									
REINFORCED CONCRETE, GUNITE, GROUT AND MORTAR: STRUCTURAL STEEL WELDING:									
Concrete	Gunit	Grout	Mortar			Sample and Test (list specific members below)			
				Aggregate Tests		Shop Material Identification			
				Reinforcing Tests		Welding Inspection		☐ Shop	☐ Field
				Mix Designs		Ultrasonic inspection		☐ Shop	☐ Field
				Reinforcing Placement		High-Strength Bolting Inspection		☐ Shop	☐ Field
				Batch Plant inspection		☐ A325 ☐ A490 ☐ N ☐ X ☐ F			
				Inspect Placing		Metal Deck Welding Inspection			
				Cast Samples		Concrete insert Welding Inspection			
				Pick-up Samples		INSTALLATION OF EPOXY EMB ANCHORS			
				Compression Tests		FIREPROOFING:			
CAST INPLACE/PRECAST/PRESTRESSED CONCRETE:						Placement Inspection			
Piles	Post-Tens	Pre-Tens	Cladding			Density Tests			
				Aggregate Tests		Thickness Tests			
				Reinforcing Tests		Inspect Batching			
				Tendon Tests		INSULATING CONCRETE:			
				Mix Designs		Sample and Test			
				Reinforcing Placement		Placement Inspection			
				Insert Placement		Unit Weights			
				Concrete Batching		FILL MATERIAL:			
				Concrete Placement		Acceptance Tests			
				Installation Inspection		Placement inspection			
MASONRY:						Field Density			
	Special Inspection Stresses used					STRUCTURAL WOOD:			
	Preliminary Acceptance Tests (Masonry Units, Wall Prisms)					Shear Wall Nailing Inspection			
	Subsequent Tests (Mortar, Grout, Field Wall Prisms)					Inspection of Glu-lam Fab.			
	Placement Inspection of Units				Inspection of Tress Joist Fab				
ADDITIONAL INSTRUCTIONS OR OTHER TESTS AND INSPECTIONS:					Sample and Test Components				

Owner:	Print Name:	Engineer's/Architect's Seal & Signature Here:
	Signature: _____ Date: _____	
Contractor:	Print Name:	
	Signature: _____ Date: _____	
Special Inspector or Inspection Agency:	Print Name:	
	Signature: _____ Date: _____	
Project Engineer/Architect:	Print Name:	
	Signature: _____ Date: _____	
City Approval:	Signature: _____ Date: _____	

RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES

The following testing agencies are accepted until the expiration date listed below.

List Updated: March 31, 2026

Key: RC = Reinforced Concrete

PC = Prestressed / Post-tensioned Concrete

SM = Structural Masonry

SS = Structural Steel Welding/Bolting

FP = Spray-Applied Fireproofing

URM = Unreinforced Masonry Push/Torque Test Only.

Agency Name	HQ Address	Phone/Email	RC	PC	SM	SS	FP	EXPIRATION DATE
Ace Quality Control	3075 Teagarden St. San Leandro, CA 94577	rob.nivision@aceqc.com	X	X	X	X	X	1/16/2028
Achievement Engineering Corp	1145 S Third Street San Jose, CA 95112	(408) 217-9174 info@achieveneng.com	X	X	X	X	X	3/20/2028
Aftershock Geotechnical	630 Artistic PL Hayward CA 94541	(925) 100-7449 ncardanini@aftershockgeo.com	X	X	X	X	X	2/5/2028
Applied Material & Engineering, Inc.	980 41st Street Oakland, CA 94608	(510) 420-8190 Ext. 26 info@appmateng.com	X	X	X	X	X	1/16/2028
Aries Engineering, Inc	5357 Persimmon Grove Ct San Jose, CA 95123	(408)634-0087 ariesceoffice@gmail.com	X			X		3/21/2026
BAGG Engineers	138 Charcot Avenue San Jose, CA 95131	(650) 852-9133 BAGGEngineers.com	X	X	X	X	X	3/18/2028
Biggs Cardosa Associates, Inc	865 The Alameda San Jose, CA 95126	(408) 296-5515	X		X	X	X	2/3/2028
BSK Associates	2001 Crow Canyon Road, Suite 200 San Ramon, CA 94583	(925) 314-7100 www.bskassociates.com	X	X	X	X	X	4/21/2028
Consolidated Engineering Laboratories	2001 Crow Canyon Road, Suite 200 San Ramon, CA 94583	(510) 436-7626 von@ce-labs.com	X	X	X	X	X	6/1/2027
Construction Testing Services	2118 Rheem Drive, Pleasanton CA 94588	(925) 462-5151 estronks@cts-1.com	X	X	X	X	X	6/30/2027
CTE CAL, Inc.	46716 Fremont Blvd Fremont, CA 94538	(510) 573-6362 info@ctecal.com	X	X	X	X	X	11/30/2026
Earth System Pacific	48511 Warm Springs Blvd., Suite 210 Fremont CA 94539	lcarlson@earthsystems.com	X	X	X	X	X	11/3/2028
ENGEO Inc.	2010 Crow Canyon Place, Suite 250 San Ramon, CA 94583	dtoler@engeo.com	X	X	X	X	X	8/28/2028
Geissler Engineering	83 E Beach Road Belvedere, CA 94920	(415)887-8704 geissler-engineering.com	X			X	X	5/1/2028
Generalist Building Inspection	866 Central Ave Pittsburg, CA 94565	gbiservices2019@gmail.com	X	X	X	X	X	11/13/2028
HP Inspections, Inc	690 Sunol St., Building H San Jose, CA 95126	(408) 288-8460 jody@hpinpectionsinc.com	X	X	X	X	X	11/30/2026
Inspection Services Inc.	1798 University Ave Berkeley, CA 94706	www.inspectionsservices.net	X	X	X	X	X	12/27/2029
KIPS Engineering Inc	142 N Milpitas Blvd Unit 443 Milpitas, CA 95035	(916) 345-6296 info@kipsengineering.com	X	X	X	X	X	12/1/2026
Krazan & Associates, Inc	1061 Serpentine Lane, Suite F Pleasanton, CA 94566	(925) 307-1160 LorrieClayborn@krazan.com	X	X	X	X	X	6/1/2027
Ninyo & Moore	5710 Ruffin Road San Diego, CA 92123	(858) 576-1000 ihennefer@ninyomoore.com	X	X	X	X	X	6/1/2027
RMA Group	1350 Fitzgerald Road Rancho Cordova, CA 95742	(916) 631-7194 hdawood@rmacompanies.com	X	X	X	X	X	6/1/2027
Salem Engineering Group, Inc.	4729 W. Jacquelyn Ave Fresno, CA 93722	(559) 271-9700 www.Salem.net	X	X	X	X	X	1/16/2028
Signet Testing Labs Inc	3526 Breakwater Court Hayward , CA 9454	(510) 88708484 signettestinglabs.com	X	X	X	X	X	4/22/2028
Smith-Emery Company	1940 Oakdale Ave. San Francisco, CA 94124	(415) 642-7326 wstevenson@smithemerysf.com	X	X	X	X	X	2/34/2028
Terracon	1220 Concord Ave. Concord, CA 94520	(925) 609-7224 Terracon.com	X	X	X	X	X	2/3/2028
Testing Engineers, Inc	2811 Teagarden St San Leandro, CA 94577	(510)835-3142 www.testing-engineers.com	X	X	X	X	X	2/3/2028

Agencies have not been evaluated for geotechnical special inspection or nondestructive testing. Building Official may add or remove agencies from this list.