



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#: BP** _____ - _____

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 to the Building Department.

BEFORE A PERMIT CAN BE ISSUED the owner or his 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 his 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 the Town of Atherton 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 above.

Owner
or

Special Inspection Agency (Co. Name Only)

Project Architect

Contractor (Co. Name only)

Project Engineer
Rev 9/2/2026 JM

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

PILING, CAISSONS, CAPS, TIES:

- ☐ Inspection of Reinforcing Placement
- ☐ 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: September 2, 2026

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</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>
Ace Quality Control	3075 Teagarden Street San Leandro	(510) 969-4239 ACEqc.com	X	X	X	X	X	X	X	X
Achievement Engineering	1145 S Third Street San Jose, CA 95112	(408) 217-9174 Achieveng.com	X	X	X	X	X	X	X	X
Apex Testing Laboratories, Inc.	1790 Yosemite Avenue San Francisco, CA 94124	(415) 550-9800 Apextestinglabs.com	X	X	X	X	X	X		X
Aries Engineering	563 Yurok Circle San Jose, CA 95123	(408) 634-0087	X			X	X			
BAGG Engineers	138 Charcot Avenue San Jose, CA 95131	(650) 852-9133 Baggengineers.com	X	X	X	X	X	X	X	X
Berlogar, Stevens and Associates	7042 Commerce Circle Suite B Pleasanton, CA 94588	(925) 484-0220 Berlogar.com	X	X	X	X	X			X
Biggs Cardosa Associates, Inc.	865 The Alameda, San Jose, CA 95126	(408) 296-5515 Biggs cardosa.com	X	X	X	X	X			
B.S.K. Associates	399 Lindbergh Avenue Livermore, CA 94551	(925) 315-3151 Bskassociates.com	X	X	X	X	X	X		X
Consolidated Engineering Labs	2001 Crow Canyon Rd, Suite 200 San Ramon, CA 94583	(925) 314-7100 Ce-labs.com	X	X	X	X	X	X	X	X
CTE CAL, INC.	46716 Fremont Blvd Fremont, CA 94538	(510) 573-6362 Ctecal.com	X	X	X	X	X	X	X	X
Earth System Pacific	48511 Warm Springs Blvd, Ste 210 Fremont, CA 94539	(510) 353-3833 Earthsystems.com	X	X	X	X	X		X	X
ENGEO Incorporated	2350 Mission College Blvd., Ste 800 Santa Clara, CA 95054	(408) 574-4900 Engeo.com	X	X	X	X	X	X	X	X
Geissler Engineering	83E Beach Road Belvedere, CA 94920	(415) 760-5636 Geissler-engineering.com	X			X				
Geocon Consultants, Inc.	6671 Brisa Street Livermore, CA 94550	(925) 371-5900 geoconinc.com	X	X	X		X			X
HP Inspections	690 Sunol Street, Bldg. H San Jose, CA 95126	(408) 288-8460 hpinspectionsinc.com	X	X	X	X	X	X		X
Korbmacher Engineering Inc.	480 Preston Court, Suite B Livermore, CA 94551	(925) 454-9033 korbmacherinc.com	X	X	X	X	X		X	X
MatriScope Engineering Laboratories, Inc.	6244 Preston Ave Livermore, CA 94551	(925) 606-7700 matriscope.com	X	X	X	X	X	X	X	X
Material Engineering & Inspection, Inc.	1900 Camden Ave, Suite 101 San Jose, CA 95124	(408) 844-3775 engineeringinspect.com	X	X	X	X	X		X	X
Ninyo & Moore	2149 O'Toole Ave San Jose, CA 95131	(408) 435-9000 socotec.us	X	X	X	X	X	X	X	X
Norcon LLC	470 3 rd St., #105 San Francisco, CA 94107	(415) 692-0519 norcon415.com	X	X	X	X	X	X	X	X

<u>Agency Name</u>	<u>Address</u>	<u>Phone</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>
RES Engineers, Inc.	1250 Missouri St., Suite 207 San Francisco, CA 94107	(415) 822-4625 resengineers.com	X	X	X	X	X	X	X	X
Salem Engineering Group, Inc.	1900 Camden Ave, Suite 101 San Jose, CA 95124	(408) 577-1090 Salem.net	X	X	X	X	X	X	X	X
Signet Testing Laboratories	3526 Breakwater Ct, Hayward, CA 94545	(510) 887-8484 Signettesting.com	X	X	X	X	X	X	X	X
Smith-Emery Company	1940 Oakdale Ave San Francisco, CA 94124	(415) 642-7326 Smithemery.com	X	X	X	X	X	X	X	X
Testing Engineers Inc.	2811 Teagarden Street San Leandro, CA 94577	(510) 835-3142 Testing-engineers.com	X	X	X	X	X	X	X	X
Valley Inspection	326 Woodrow Ave Vallejo, CA 94591	(707) 853-2791				X				
UES	3050 Industrial Blvd. West Sacramento, CA 95691	(916) 372-1434 teamues.com	X	X	X	X	X	X		X

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