



City of Union City – Economic and Community Development Department
Building Division
 34009 Alvarado-Niles Road
 Union City, CA 94587
 (510) 675-5313
 Fax (510) 475-7318

SPECIAL INSPECTION AND TESTING AGREEMENT

Permit #: _____

Job Address: _____, Union City, CA 94587

(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 **two (2)** copies of the Special Inspection Agreement and Structural Tests Schedule to the Building Division for review and approval. **Original signatures** are required on both pages; photocopied or faxed signatures are **not** acceptable.

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 A CERTIFICATE OF OCCUPANCY 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 1706.1 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 Agency Representative 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 California Building Code Section 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 for Placement
- _____ Inspection of Welding
- _____ Doweling

MASONRY:

- _____ Preliminary Acceptance Tests (Masonry Units, Wall Prisms)
- _____ Subsequent Tests (Mortar, Grout, Field Wall Prisms)
- _____ Inspections 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 & Forms
- _____ Inspection of Concrete Batching
- _____ Epoxy Holdowns

UNDERPINNING:

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

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 Weld Inspection
- _____ Field Bolting Inspection
- _____ Metal Deck Welding Inspection

ASPHALTIC CONCRETE:

- _____ Mix Designs
- _____ Inspection of Batch Plant
- _____ Core/Test
- _____ Field Inspection
- _____ Suitability Test
- _____ 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

STORAGE RACKS AND ACCESS FLOORS:

- _____ Anchorage of Access Floors
- _____ Anchorage of Storage Racks 8 Feet or Greater

ERECTION & FASTENING OF ARCH 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
- _____ Installation of Piping System

Seismic Resisting Elements (Periodic Special Inspection is REQUIRED UON

COLD FORMED STEEL FRAMING:

- _____ Bolting
- _____ Screw Attachment
- _____ Anchorage of Other Fastening

SPECIFY IF OTHER TESTS, INSPECTION OR SPECIAL INSTRUCTIONS ARE REQUIRED FOR THE PROJECT.