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**COMMUNITY DEVELOPMENT DEPARTMENT  
BUILDING DIVISION**

10890 San Pablo Avenue  
El Cerrito, CA 94530  
Tel. (510) 215-4360  
Fax (510) 233-5401

**TO: BUILDING PERMIT APPLICANT**

**SPECIAL INSPECTION**

Our preliminary review of your project located at

Address:

indicates a **Special Inspection** is required.

Please read, complete and return the attached forms to the  
City of El Cerrito Building Division prior to permit issuance.

Keith Marks  
Building Official

## **STATEMENT OF SPECIAL INSPECTION FORM**

**Project Name:**

**Permit No.:**

**Project Address:**

This Statement of Special Inspections is submitted in fulfillment of the requirements of the 2019 California Building Chapter 17.

Special Inspections and Testing will be performed in accordance with the approved plans and specifications, this statement and 2019 California Building Code Sections 1704 and 1705.

The attached Summary of Special Inspections lists the special inspections and tests required. Special inspectors will refer to the approved plans and specifications for detailed special inspection requirements.

Any additional tests and inspections required by the approved plans and specifications will also be performed.

### **BEFORE A PERMIT CAN BE ISSUED:**

The owner or his representative, on the advice of the registered design professional in responsible charge, shall complete, sign by all parties, and submit two (2) copies of this package to this Division for review and approval.

# STATEMENT OF SPECIAL INSPECTION FORM, CONTINUED

1. The Owner recognizes his or her obligation to ensure that the construction complies with the approved permit documents and to implement this program of special inspections.
2. Contractor is responsible for proper notification to the Inspection or Testing agency for items listed.
3. Only the testing laboratory should take samples and transport them to their laboratory.
4. Copies of all laboratory reports and inspections are to be sent directly to this Division and to the registered design professional in responsible charge by the testing agency on a weekly basis.
5. Inspection agency to submit names and qualifications of on-site special inspectors to this Division for approval. Submission of qualifications is not required when the agency utilizes the inspectors who are pre-approved by the City. See Item #10 below.

The agency must provide each special inspector with an identification badge that indicates the following:

- Name of inspector.
  - Photo of inspector.
  - The specific areas in which the inspector is qualified to inspect.
  - An authorization signature by the registered engineer who is a full-time employee of the agency.
  - The special inspector shall display his/her badge whenever performing the function of an inspector.
6. The special inspector is responsible to the Chief Building Official for immediate notification of any concerns and/or problems encountered.
  7. 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.
  8. The special inspector shall use only Building Division approved drawings.
  9. BEFORE AN OCCUPANCY PERMIT CAN BE ISSUED: A final report of special inspections documenting required special inspections, tests and correction of any discrepancies noted in the inspections shall be submitted prior to issuance of a Certificate of Use and Occupancy (2019 California Building Code Section 1704.2.4). The final report will document:
    - Required special inspections.
    - Correction of discrepancies noted in inspections.

A copy of final report to be maintained at the job site for the Building Inspector's review prior to final inspections.

10. Attach a City approved matrix list from the Special Inspection Agency for all special inspectors showing inspection areas for which they are qualified by experience and appropriate certifications (see enclosed). This will be cross checked with the list currently residing in our office, to make sure all special inspectors are approved by the City.

## **ACKNOWLEDGEMENT:**

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Registered Design Professional in Responsible Charge

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Owner's Authorization

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Contractor

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Special Inspection Agency

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Building Official's Acceptance

## SPECIAL INSPECTION AND TESTING AGENCIES

The following are the testing agencies and special inspectors that will be retained to conduct tests and inspection on this project.

<b>Responsibility</b>	<b>Firm Name</b>	<b>Address, Telephone and E-mail</b>
<u>Special Inspection</u>		
<u>Material Testing</u>  (For nondestructive testing, submit names, qualifications, and certifications for review and approval)		
<u>Soils Inspections</u>  (The company and/or individuals performing the soils inspection must submit their qualification for review and approval)		

## **CONTRACTOR'S STATEMENT OF RESPONSIBILITY**

Per Section 1704.4 of the 2019 California Building Code, the contractor responsible for the construction of a main wind or seismic force resisting system, designated seismic system or a wind or seismic resisting component listed in the statement of special inspections (structural tests and inspection schedule and as noted on the Building Division approved plans) shall submit a written statement of responsibility to the Building Official and the owner prior to the commencement of work on the system or component.

To comply with the requirements of 2019 California Building Code Section 1704.4, the contractor acknowledges that they are aware of the special requirements contained in the statements of special inspections (structural tests and inspection schedule and as noted on the Building Division approved plans) prepared by the engineer of record or the registered design professional per the requirements of the 2019 California Building Code Section 1704.3.

### **ACKNOWLEDGMENT:**

Print: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_

## **SEISMIC AND WIND RESISTANCE**

### **Seismic Requirements (2019 California Building Code Sections 1705.12 and 1705.13)**

Description of seismic-force-resisting system and designated seismic systems subject to special inspections in accordance with California Building Code Sections 1705.12 and 1705.13:

The extent of the seismic-force-resisting system is defined in more detail in the construction documents.

### **Wind Requirements (2019 California Building Code Section 1705.11)**

Description of main wind-force-resisting system and designated wind resisting components subject to special inspections in accordance with Section 1705.11:

The extent of the main wind-force-resisting system and wind resisting components is defined in more detail in the construction documents.

## SUMMARY OF SPECIAL INSPECTION

Complete the following form to indicate the types of special inspection required on this project. List the required inspections from the California Building Code Chapter 17; indicate Continuous or Periodic or both as required by code. **Reference 2019 California Building Code Chapter 17 for a complete list of inspections.**

Construction Type Requiring Inspection	List of Required Inspections	C	P
Steel – Table 1705.2.3			
Concrete – Table 1705.3			
Masonry - TMS 402/602			
Wood – Section 1704.2			
Soils – Table 1705.6			
Deep Driven Foundations – Table 1705.7			
Cast-in-Place Deep Foundations – Table 1705.8			
Sprayed Fire-Resistant Materials – Section 1705.14			
Mastic and Intumescent Coatings – Section 1705.15			
Exterior Insulation and Finish Systems – Section 1705.16			
Alternate Materials and Systems – Sections 1706 and 1707			
Smoke Control System – Section 1704.14			
Wind Resistance – Section 1705.11			
Seismic Resistance – Section 1705.12 and 1705.13			
Testing for Seismic Resistance – Section 1708			
Specify other tests, inspections, or special instructions as required:			





Agency Name	HQ Address	Phone/Fax	RC	PC	SM	SW	HSB	NDT	SWC	FP	EXPIRATION DATE
Korbmacher Engineering Inc.	480 Preston Court, Suite B Livermore, CA 94551	(925) 454-9033 (925) 454-9564	X	X	X	X	X		X	X	04/08/2023
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	1/5/2021
MatriScope Engineering Laboratories, Inc	6244 Preston Avenue Livermore, CA 94551	(510) 763-3601 (916) 447-6702	X	X	X	X	X	X	X	X	1/1/2022
Mid Pacific Engineering, Inc.	4200 N. Freeway Bl, Suite 5 Sacramento, CA 95834	(916) 927-7000	X	X	X	X	X	X		X	1/20/2020
Moore Twining Associates, Inc.	2527 Fresno Street Fresno, CA 93721	(559) 268-7021 (559) 268-0740	X	X	X	X	X			X	8/8/2021
Nicholas Engineering Consultants	5253 College Ave., #B Oakland, CA 94618	(510) 250-9189	X	X	X	X	X		X	X	1/6/2019 pending review
Ninyo & Moore	2020 Challenger Dr., Suite 103 Alameda, CA 94501	(510) 343-3000 (510) 343-3001	X	X	X	X	X	X	X	X	12/8/2019
NORCON Testing and Special Inspection	1661 Tennessee St., Suite 201 San Francisco, CA 94107	(415) 710-1155	X	X	X	X	X	X	X	X	01/13/2023
PJC and Associates, Inc.	600 Martin Ave., Suite 210 Rohnert Park, CA 94928	(707) 935-3747 (707) 935-3587	X		X	X					8/5/2019
Professional Service Industries, Inc.	380 Tennant Ave., Ste 3 Morgan Hill, CA 95037	(831) 757-3536 (831) 757-6265	X		X	X	X			X	07/28/2023
Quantum Geotechnical	6288 San Ignacio St., Suite A San Jose, CA 95119	(408) 629-3822 (408) 629-3825	X	X	X					X	8/10/2019
RES Engineers, Inc.	1250 Missouri St, Suite 207 San Francisco, CA 94107	(415) 822-4625 (415) 822-8925	X	X	X	X	X	X	X	X	5/6/2019
RMA Group	6296 San Ignacio Ave, Suite A San Jose, CA 95119	(408) 362-4920 (408) 362-4926	X	X	X	X	X	X	X	X	2/3/2018 Pending Review
Salem Engineering Group Inc.	4055 W Jacquelyn Avenue Fresno, CA 93722	(559) 271-9700 (559) 275-0827	X	X	X	X	X	X			08/02/2023
Signet Testing Laboratories	3526 Breakwater Court Hayward, CA 94545	(916) 330-2208	X	X	X	X	X	X		X	12/19/2020
Smith-Emery Company	1940 Oakdale Avenue San Francisco, CA 94188	(415) 642-7326 (415) 642-7055	X	X	X	X	X	X	X	X	07/28/2023
Steven Ferrone & Bailey	1600 Willow Pass Court Concord, CA 94520	(925) 688-1001 (925) 688-1005	X	X	X	X	X		X	X	10/6/2018 Pending Review
Structure Materials Group	2352 Research Drive Livermore, CA 94550	(925) 447-9900 (925) 447-9901	X	X	X	X	X		X	X	2/20/2021
Summit Associates	2300 Clayton Road, Suite 1380 Concord, CA 94520	(925) 363-5560 (925) 363-5511	X	X	X	X	X	X	X	X	08/03/2023
Terracon Consultants, Inc	5075 Commercial Circle, Suite E Concord, CA 94520	(925) 348-9057	X	X	X	X	X	X		X	10/31/2021
Testing Engineers Inc.	2811 Teagarden Street San Leandro, CA 94577	(510) 835-3142 (510) 834-3777	X	X	X	X	X	X	X	X	01/09/2023
Twining	1572 Santa Ana Avenue Sacramento, CA 95838	(916) 649-9000 (916) 921-8532	X	X	X	X	X			X	09/09/2023
Valley Inspection	326 Woodrow Avenue Vallejo, CA 94591	(707) 552-7037 (707) 552-7022				X			X	X	3/9/2021
Wallace-Kuhl & Associates, Inc.	3050 Industrial Boulevard West Sacramento, CA 95691	(916) 372-1434 (916) 372-2565	X	X	X	X	X	X		X	04/08/2023

Agencies may have offices in more than one location.  
Agencies with a "Pending Review" status are recognized  
Other agencies may be approved by local jurisdictions