



## SPECIAL INSPECTION AND TESTING AGREEMENT

### Building Division

Economic and Community Development  
34009 Alvarado-Niles Road  
Union City, CA 94587  
510-675-5313 – [building@unioncity.org](mailto:building@unioncity.org)

Permit #: \_\_\_\_\_

Job Address: \_\_\_\_\_, Union City, CA 94587

*(To applicants of projects requiring Special Inspection or Testing the currently adopted 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. **Digital Signatures are acceptable.**

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

1. The 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 the Inspection and Testing Forms are required to be handed to the City Building Inspector for review prior to the UC Inspector signoff.
4. The special inspector is responsible to the Chief Building Official for immediate notification of any concerns and/or problems encountered.
5. 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.
6. The special inspector shall only inspect to the *Building Division Approved Drawings*.
7. **BEFORE A CERTIFICATE OF OCCUPANCY CAN BE ISSUED:** The inspection agency shall submit affidavit(s) 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.

**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 and 1705)**

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

**STRUCTURAL STEEL:**

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

**MASONRY:**

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

**ASPHALTIC CONCRETE:**

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

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

**INSULATING CONCRETE:**

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

**PRECAST CONCRETE:**

- \_\_\_\_\_ Reinforcing Tests

**FIREPROOFING:**

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

- \_\_\_\_\_ 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

**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

**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 is REQUIRED UON)**

- \_\_\_\_\_ Seismic Hardware

**COLD FORMED STEEL FRAMING:**

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

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