



**COMMUNITY DEVELOPMENT – BUILDING DEPARTMENT**  
**SPECIAL INSPECTION & TESTING AGREEMENT**

**SCOPE:**  RESIDENTIAL  COMMERCIAL

Permit Number(s): \_\_\_\_\_

Project Address: \_\_\_\_\_

To applicants and owners of projects requiring Special Inspection or Testing per Section 1701 of the California Building Code, please acknowledge and return to the Town.

**BEFORE A PERMIT CAN BE ISSUED:** The owner or owner’s representative, on the advice of the responsible Project Engineer or Architect, shall complete, sign and submit an ELECTRONIC copy of the attached “Structural Tests and Inspection Schedule” to the Building Inspection Department at [Building@losgatosca.gov](mailto:Building@losgatosca.gov) for review and approval.

The owner and the owner’s general contractor, where applicable, shall also acknowledge the following conditions applicable to Special Inspection and/or Testing.

1. The special inspection agency shall be employed by the owner, or, the engineer or architect of record acting as the owner’s agent.
2. 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 are to be sent directly to the Town by the special inspection agency.
5. The special inspection agency is to submit the names and qualifications of 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 shall provide weekly reports to the Building Department of all inspection activity.
8. It is the responsibility of the contractor to review Town-approved plans for additional inspection or testing requirements that may be noted.
9. **BEFORE AN OCCUPANCY PERMIT 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. Copies of statements to be maintained at the job site for the Building Inspector’s review prior to final inspections.
10. **NO WORK SHALL BE COVERED PRIOR TO TOWN OF LOS GATOS INSPECTION APPROVAL. PLEASE SCHEDULE AN INSPECTION WITH THE BUILDING DEPARTMENT.**

ACKNOWLEDGEMENT (SIGN BELOW) I have reviewed the enclosed “Special Inspection Schedule” and the information above.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Name of Special Inspection Agency

\_\_\_\_\_  
Project Architect

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Project Engineer

\_\_\_\_\_  
Building Official



**TOWN OF LOS GATOS  
SPECIAL INSPECTION AND TESTING SCHEDULE**

Project Name \_\_\_\_\_

Building Application Number \_\_\_\_\_

Date \_\_\_\_\_

Project Address \_\_\_\_\_

Testing Inspection Agency or Special Inspector \_\_\_\_\_

**REINFORCED CONCRETE, GUNITE, GROUT & MORTAR:**

Concrete	Gunite	Grout	Mortar	
				Aggregate Tests
				Reinforcing Test
				Mix Designs
				Reinforcing Placement
				Batch Plant Inspection
				Inspect Placing
				Cast Specimens
				Pick-up Samples
				Compression Tests

**STRUCTURAL STEEL/WELDING:**

Sample & Test
(List specific members below)
Shop Material Identification
Welding Inspection _____ Shop _____ Field
Ultrasonic Inspection _____ Shop _____ Field
High Strength Bolting Inspection
Type Bolts _____ N _____ X _____ F
Metal Deck Welding Inspection
Reinforcing Steel Welding Inspection

**PRECAST / PRESTRESSED CONCRETE:**

Piles	Post-tens	Pre-tens	Cladding	
				Aggregate Tests
				Reinforcing Test/Samples
				Tendon Tests
				Mix Designs
				Reinforcing Placement
				Invert Placement
				Concrete Batching
				Concrete Placement
				Installation Inspection
				Cast Samples
				Pick-up Samples
				Compression Tests
				Stressing Inspection

**FIREPROOFING:**

Placement Inspection
Density Tests
Thickness Test
Inspect Batching

**INSULATING CONCRETE:**

Sample & Test
Placement Inspection
Unit Weights

**FILL MATERIAL:**

Acceptance Tests
Placement Inspection
Field Density
Inspection of Pad & Trenches by
Soils Engineer
Compaction Report or Pad Certification
Required prior to concrete pour

**MASONRY:**

- \_\_\_\_\_ Special Inspection Stresses Used
- \_\_\_\_\_ Preliminary Acceptance Tests (Masonry Units, Wall Prisms)
- \_\_\_\_\_ Subsequent Tests (Mortar, Grout, Field Wall Prisms)
- \_\_\_\_\_ Placement Inspection of Units

**POXY BOLTING:**

Type: \_\_\_\_\_

**STRUCTURAL WOOD:**

Inspection of Glu-Lam Fab. AITC Certificate
Inspection of Truss Joist Fab, Manuf. Certificate
Sample & Test Components
Sample & Test
(List specific members below)
Shop Material Identification

**PAVING/ASPHALT CONCRETE:**

Core/Test
Field Inspection
Field Report for Parking Lot
Sub-grade compaction Report
AB Compaction
Rock Depth and Asphalt Thickness

**OTHER TESTS OR INSPECTIONS:**

**Seismic Resisting Elements (Periodic Special Inspection is required, UON):**

**STRUCTURAL WOOD:**

- \_\_\_\_\_ Field-gluing operations of elements of the seismic-force-resisting system (continuous Inspection)
- \_\_\_\_\_ Nailing and Bolting
- \_\_\_\_\_ Anchoring and other fastening: Specify here: \_\_\_\_\_

**Cold-formed Steel Framing:**

- \_\_\_\_\_ Screw attachment
- \_\_\_\_\_ Bolting
- \_\_\_\_\_ Anchoring and other fastening: Specify here: \_\_\_\_\_

**Fastening of Mechanical and Electrical Components:**

- \_\_\_\_\_ Electrical Equipment for Emergency or Standby Power Systems
- \_\_\_\_\_ Anchorage of other Electrical Equipment in Seismic Design Category E or F
- \_\_\_\_\_ Installing of piping systems intended to carry flammable, combustible or highly toxic contents
- \_\_\_\_\_ Installing of HVAC duct work that will contain hazardous materials
- \_\_\_\_\_ Other Tests and Inspections: \_\_\_\_\_

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## TOWN OF LOS GATOS

### RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES

#### UPDATED April 2023

Key: RC=Reinforced Concrete      PC=Prestressed / Post-tensioned Concrete      SM=Structural Masonry      SWC=Structural Wood Construction  
 SS=Structural Steel Welding/Bolting      FP=Spray-Applied Fireproofing      URM = Unreinforced Masonry – Push/Torque Test Only

AGENCY NAME	ADDRESS	Phone/Email	RC	PC	SM	SS	FP	URM	SWC	EXPIRATION
<a href="#">Abstraction Engineering Inc.</a>	6590 Felter Road San Jose CA 95132	(669) 888-3100 (408) 258-3282 <a href="mailto:eugeneheil@abstractionengineering.com">eugeneheil@abstractionengineering.com</a>	X	X	X	X	X			EXPIRED*
<a href="#">Achievement Engineering</a>	2455 Autumnvale Dr., Unit E San Jose CA 95131	(408) 217-9174 <a href="mailto:info@achievang.com">info@achievang.com</a>	X	X	X	X	X			09/30/2023
<a href="#">Advanced Testing &amp; Inspection, LLC</a>	540 Brunken Avenue, Suite B Salinas, CA 93901	(831) 422-2272 (888) 499-9979 <a href="mailto:office@ati-corp.com">office@ati-corp.com</a>	X	X	X	X	X	X	X	09/30/2023
<a href="#">Allerion Consulting Group</a>	1050 Melody Lane, Ste 160 Roseville, CA 95678	(916) 742-5096 <a href="mailto:admin@allerionconsulting.com">admin@allerionconsulting.com</a>	X	X	X	X	X	X	X	09/30/2024
<a href="#">Apex Testing Laboratories</a>	686 Stockton Ave. San Jose, CA 95126	(408) 282-9800 <a href="mailto:info@apextestinglabs.com">info@apextestinglabs.com</a>	X	X	X	X	X	X	x	09/30/2023
<a href="#">Applied Materials &amp; Engineering, Inc.</a>	980 41st Street Oakland, CA 94608	(510) 420-8190 <a href="mailto:info@appmateng.com">info@appmateng.com</a>	X	X	X	X	X	X	X	09/30/2023
<a href="#">Aries Engineering</a>	5864 Comanche Dr, San Jose, CA 95123	(408) 634-0087 <a href="mailto:ariesoffice@gmail.com">ariesoffice@gmail.com</a>	X			X				09/30/2023
Atlas Inspection and Testing	929 Fairview Dr, Walnut, CA 91748	(408) 634-0087 <a href="mailto:info@atlasinspectionandtesting.com">info@atlasinspectionandtesting.com</a>	X			X				09/30/2024
<a href="#">BAGG Engineers</a>	138 Charcot Avenue San Jose, CA 95131	(650) 852-9133 <a href="mailto:info@baggengineers.com">info@baggengineers.com</a>	X	X	X		X		X	09/30/2023
<a href="#">Berlogar Stevens &amp; Associates</a>	5587 Sunol Boulevard Pleasanton, CA 94566	(925) 484-0220	X	X	X	X		X	X	EXPIRED*
<a href="#">Biggs Cardosa Associates, Inc.*</a>	865 The Alameda San Jose, CA 95126	(408) 296-5515	X	X	X	X				09/30/2023
<a href="#">B.S.K. Associates</a>	399 Lindbergh Ave., Livermore, CA 94551	(925) 315-3151	X	X	X	X	X	X		09/30/2023
<a href="#">Consolidated Engineering Labs</a>	2001 Crow Canyon Rd, Suite 200 San Ramon, CA 94583	(925) 314-7100	X	X	X	X	X	X	X	09/30/2023
Construction Materials Testing, Inc.	480 Preston Ct Suite B, Livermore, CA 94551	(925) 825-2840	X	X	X	X	X			EXPIRED*
<a href="#">Construction Testing Services</a>	2174 Rheem Drive, Suite A Pleasanton, CA 94588	(925) 462-5151 <a href="mailto:info@cts-1.com">info@cts-1.com</a>	X	X	X	X	X		X	09/30/2024
<a href="#">Construction Testing &amp; Engineering, Inc.</a>	46716 Fremont Blvd, Fremont, CA 94538	(510) 573-6362	X	X	X	X	X		X	09/30/2025
D&M Consulting Engineers	3121 Diablo Ave. Hayward, CA 94545	(831) 372-3716	X	X	X	X				EXPIRED*



**TOWN OF LOS GATOS**  
**RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES**  
**UPDATED April 2023**

AGENCY NAME	ADDRESS	Phone/Email	RC	PC	SM	SS	FP	URM	SWC	EXPIRATION
<a href="#">Earth Systems Pacific</a>	48511 Warm Springs Blvd #210 Fremont, CA 94539	(510) 353-3833 <a href="mailto:esp@earthsys.com">esp@earthsys.com</a>	X	X	X	X	X		X	09/30/2023
<a href="#">ENGE0 Incorporated</a>	6399 San Ignacio Ave, Suite 150 San Jose, CA 95119	(408) 574-4900 <a href="mailto:info@engeo.com">info@engeo.com</a>	X	X	X	X	X	X	X	09/30/2023
<a href="#">HP Inspections</a>	690 Sunol Street, Bldg. H San Jose, CA 95126	(408) 288-8460 <a href="mailto:jody@hpinspectionsinc.com">jody@hpinspectionsinc.com</a>	X	X	X	X	X	X		09/30/2023
<a href="#">Inspection Services Inc.</a>	1798 University Ave Berkeley CA 94703	(510) 900-2100 <a href="mailto:info@inspectionservices.net">info@inspectionservices.net</a>	X	X	X	X	X	X	x	09/30/2024
<a href="#">KC Engineering Co.</a>	865 Cotting Lane, Suite A Vacaville, CA 95688	(707) 447-4025	X	X	X	X				<b>EXPIRED*</b>
<a href="#">Kleinfelder Inc.</a>	2601 Barrington Ct Hayward, CA 94545	(925) 484-1700	X	X	X	X	X	X	X	09/30/2024
<a href="#">Korbmacher Engineering Inc.</a>	480 Preston Court, Suite B Livermore, CA 94551	(925) 454-9033				X				<b>EXPIRED*</b>
<a href="#">Krazan and Associates Inc.</a>	1061 Serpentine Ln, Suite F Pleasanton CA 94566	(925) 307-1160	X	X	X	X	X	X		<b>EXPIRED*</b>
<a href="#">MatriScope Engineering Laboratories, Inc</a>	6244 Preston Ave Livermore, CA 94551	(925) 606-7700 <a href="mailto:info@matriscope.com">info@matriscope.com</a>	X	X	X	X	X	X	X	09/30/2024
<a href="#">Neil O. Anderson and Associates</a>	902 Industrial Way Lodi CA 95240	(209) 367-3701 <a href="mailto:Garret.Hubbert@terracon.com">Garret.Hubbert@terracon.com</a>	X	X	X	X	X	X		<b>EXPIRED*</b>
Nicholas Engineering Consultants	6743 Dublin Boulevard, #15 Dublin, CA 94568	(925) 829-8090	X	X	X	X	X		X	09/30/2023
<a href="#">Ninyo &amp; Moore</a>	2149 O'Toole Ave, # 30 San Jose CA 95131	(408) 435-9000	X	X	X	X	X	X	X	09/30/2024
<a href="#">NORCON LLC</a>	1661 Tennessee St., #201 San Francisco, CA 94107	(415) 692-0519	X	X	X	X	X		X	<b>EXPIRED*</b>
<a href="#">PSI</a>	4703 Tidewater Ave., #B Oakland CA 94601	(510) 434-9200	X	X	X	X	X			<b>EXPIRED*</b>
Quantum Geotechnical, Inc.	6288 San Ignacio Ave, Suite D San Jose CA 95119	(408) 629-3822	X	X	X		X			<b>EXPIRED*</b>
<a href="#">RES Engineers, Inc</a>	1250 Missouri Street, #207 San Francisco, CA 94107	(415) 822-4625 <a href="mailto:Gerren@RESEngineers.com">Gerren@RESEngineers.com</a>	X	X	X	X	X			<b>EXPIRED*</b>
<a href="#">RMA Group of Northern CA</a>	3150 Fitzgerald Road Rancho Cordova, CA 95742	(916) 631-7194	X	X	X	X	X		X	09/30/2025
<a href="#">Salem Engineering Group, Inc.</a>	202 Val Dervin Pkwy #300 Stockton CA 95206	(209) 931-2226 <a href="mailto:info@salem.net">info@salem.net</a>	X	X	X	X	X	X	X	09/30/2024



**TOWN OF LOS GATOS**  
**RECOGNIZED SPECIAL INSPECTION & TESTING AGENCIES**  
**UPDATED April 2023**

<u>AGENCY NAME</u>	<u>ADDRESS</u>	<u>Phone/Email</u>	<u>RC</u>	<u>PC</u>	<u>SM</u>	<u>SS</u>	<u>FP</u>	<u>URM</u>	<u>SWC</u>	<u>EXPIRATION</u>
<a href="#">Signet Testing Laboratories</a>	3526 Breakwater Ct Hayward, CA 94545	(510) 887-8484 <a href="mailto:info@signettesting.com">info@signettesting.com</a>	X	X	X	X	X			<b>EXPIRED*</b>
<a href="#">Smith-Emerly Company</a>	P.O. Box 880550, 1940 Oakdale Ave San Francisco, CA 94124	(415) 642-7326 <a href="mailto:info@smith-emerly.com">info@smith-emerly.com</a>	X	X	X	X	X	X	X	09/30/2024
<a href="#">Stevens Ferrone &amp; Bailey</a>	1600 Willow Pass Ct Concord, CA 94520	(925) 688-1001 <a href="mailto:info@sfandb.com">info@sfandb.com</a>	X	X	X	X	X			<b>EXPIRED*</b>
<a href="#">Structure Group</a>	2352 Research Dr Livermore, CA 94550	(925) 447-9900 <a href="mailto:info@structuregroups.com">info@structuregroups.com</a>	X	X	X	X	X	X	X	09/30/2024
<a href="#">Summit Associates</a>	411 Pendleton Way, Suite A Oakland, CA 94621	(510) 614-1044 <a href="mailto:info@summitcm.com">info@summitcm.com</a>	X	X	X	X	X	X	X	09/30/2024
Testing Engineers Inc.	2811 Teagarden Street San Leandro, CA 94577	(510) 835-3142	X	X	X	X	X	X	X	09/30/2023
<a href="#">Twining Laboratories, Inc.</a>	1572 Santa Ana Avenue Sacramento, CA 95838	(916) 649-9000	X	X	X	X	X	X	X	09/30/2024
Wallace-Kuhl & Associates	3050 Industrial Blvd W Sacramento CA 95691	(916) 372-1434	X	X	X	X	X			<b>EXPIRED*</b>

Agencies have not been evaluated for geotechnical special inspection or for nondestructive testing. Agencies may not be qualified to perform all aspects of special inspection.  
 Agencies may have offices in more than one location. Other agencies may be approved by local jurisdictions.

***\*EXPIRED agencies cannot be used until approved by the Chief Build Official.***

N:/DEV/Forms/Building/SpecialInspectionAgencyList