



Building & Safety Division

Community Development Department
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Visit us: www.cityofgilroy.org

SPECIAL INSPECTION AND TESTING

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PROJECT ADDRESS

PLAN CHECK

To owner of projects requiring Special Inspection or Testing per CBC Chapter 17, please acknowledge and return to the Building Division.

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 the attached for "Structural Tests and Inspection Schedule" to the Division for review and approval.

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

1. Contractor is responsible for proper notification to the Inspection or Testing Agency for items listed.
2. The testing laboratory is the only one that should take samples and transport them to its laboratory.
3. Automatic copies of all Testing Agency reports are to go directly to the City.
4. Inspection Agency to submit name or names of on-site Special Inspectors to the Inspection Division and provide copies of certification at job site.
5. Special Inspectors shall provide reports to this Department as provided for in CBC Chapter 17.
6. BEFORE ANY OCCUPANCY PERMIT CAN BE ISSUED: The Inspection Agency shall submit a statement that all items requiring testing and special inspection were fulfilled and reported. Those items and/or inspections shall be noted in this statement.
7. The contractor shall make available to the special inspector on site, the approved job plans.

ACKNOWLEDGEMENT

Owner _____

Plan Checker _____

Contractor _____

Building Official _____

Project Engineer or Architect (**print**) _____

Inspection/Testing Agency Representative (**print**) _____

Project Engineer or Architect (**signature**) _____

Inspection/Testing Agency Representative (**signature**) _____

Phone Number: _____

All information must be completed and legible and form accepted by the BLES Division prior to permit issuance.

STRUCTURAL TESTS AND INSPECTION SCHEDULE
(Per California Building Code, Chapter 17)

Plan Check # _____

Prior to issuance of a building permit, the Owner, on the advice of the Architect or Engineer, shall complete, sign and submit this form to the Building Official.

Project Name	Project Address
Testing/Inspection Agency	Signature & Title of a Responsible Employee of the Testing Agency
Owners Name (Print)	Owners (Signature) Date

Signature above 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 an 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 this 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 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, SHOTCRETE, GROUT & MORTAR:

Conc.	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:

- 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 (list specific members below)
- Shop Identification & Welding Inspection
- Shop Ultrasonic Inspection
- Shop Radiography
- Field Welding Inspection
- Field Bolting Inspection
- Field Ultrasonic Inspection
- Field Radiography
- Metal Deck Welding Inspection

ASPHALTIC CONCRETE:

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

FILL MATERIAL:

- Acceptance Tests
- Moisture-Density Determination
- Field Density

ROOFING:

- Inspection of Placement
- Sample & Test

STRUCTURAL WOOD:

- Inspection of Fabrication
- Inspection of Truss Joist Fabrication
- Sample & Test Components
- Inspection of Glue Lam Fabrication

OTHERS:

- Epoxy Anchors
- Anchor Bolts Installed in Concrete

Specify if other tests, inspections or special instructions are required for the project on separate sheet.