



**COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING & SAFETY DIVISION**

2729 Prospect Park Drive | Rancho Cordova, CA 95670

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Special Inspection Firm Services Letter

The City of Rancho Cordova Building & Safety Division has developed a policy on special inspection procedures and has compiled a list of special inspection firms involved with construction projects in our jurisdiction. This list will be used to identify which areas of special inspection each firm is qualified to perform.

Attached is the Special Inspection Firm Services Information form, which prompts certain information about your firm necessary to establish a functional listing. Please take the time to complete the form as accurately as possible using the following guidelines for assistance:

Section 1. Identification.

Provide the necessary information and include an individual's name if correspondence is to be routed to that person.

Section 2. Inspection Services Provided.

From the categories listed, check those inspection services that your firm is qualified to perform. ("Qualified" refers to the accepted industry standards for each type of inspection service.) If there is any type of inspection not listed that you feel is important in so far as your services are concerned, please list it under "others" or attach an addenda outlining those services. Any company brochures, pamphlets, etc., that elaborate on your firm's qualifications may be attached.

Section 3. Responsible Persons.

This portion identifies persons responsible for the technical integrity of the inspection work performed by the firms. If a licensed civil engineer carries the responsibility for assuring the technical competence of the inspections performed, please list that person or persons and his/her license number (must be a California registration).

If no licensed engineer exists in the firm or if those persons so licensed are not assuming responsibility for the firm's work, please indicate who the responsible party is and his/her title in the organization. Also, include a history on how this individual has acquired the technical training for performing the inspection services checked in Section 2. This history may include past jobs, classroom training, technical seminars, and other valid training programs.

Special Inspection Firm Services Information

SECTION 1 - IDENTIFICATION

Name of Inspection Firm _____

Mailing Address _____

Street/PO Box _____

City _____ State _____ Zip Code _____

Phone _____ Fax _____

Email _____

Attention _____

SECTION 2 - INSPECTION SERVICES PROVIDED

- | | |
|---|---|
| <input type="checkbox"/> Piling/Drilled Piers/Caissons | <input type="checkbox"/> Structural Steel Welding |
| <input type="checkbox"/> Soil/Foundation Testing/Earthwork | <input type="checkbox"/> Structural Steel Bolting (high strength) |
| <input type="checkbox"/> Reinforced Concrete (cast in place, precast) | <input type="checkbox"/> Structural Masonry |
| <input type="checkbox"/> Reinforced Concrete (pre-stressed) | <input type="checkbox"/> Insulating Concrete |
| <input type="checkbox"/> Pneumatically Placed Concrete (gunite) | <input type="checkbox"/> Spray Applied Fireproofing |
| <input type="checkbox"/> Reinforcing Steel/Welding | <input type="checkbox"/> Geotechnical Engineering |
| <input type="checkbox"/> Pre-stressing Steel | <input type="checkbox"/> High-strength Bolting |
| <input type="checkbox"/> Epoxy anchors and bolting | <input type="checkbox"/> Others (list): _____ |

SECTION 3 - RESPONSIBLE PERSONS

Responsible Person: _____ License No.: _____

Responsible Person: _____ License No.: _____

Responsible Person: _____ License No.: _____

CITY APPROVAL:

_____	_____
Name (print)	Title
_____	_____
Signature	Date