

MONTEREY COUNTY RESOURCE MANAGEMENT AGENCY

Carl P. Holm, AICP, Director



LAND USE & COMMUNITY DEVELOPMENT | PUBLIC WORKS & FACILITIES | PARKS

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Special Inspection and Material Testing Agency Submittal Requirements

The County of Monterey maintains an Accepted Special Inspection and Material Testing Agency approval List. With each three year code cycle, submittal for inclusion on the County of Monterey Special Inspection and Material Testing Agency approved list is required.

The fee for the three (3) year code cycle is \$400.00.
The renewal fee for those currently on the list is \$150.00.

The requirements for submission to be included on the County of Monterey Approved Special Inspection and Material Testing Agency are as follows:

- 1.) An introduction to your company including project history, staffing structure, inspection and/or materials testing quality control measures, inspector and technician supervision measures, materials testing audit controls recently undertaken.
- 2.) A full resume, work history, project history, training and certification achievements for the company principal.
- 3.) A full resume, work history, project history, training and certification achievements for all inspectors and technicians that will be included on the agency approval list.
- 4.) For materials testing facilities, the most recent (2) two facility evaluation and audit reports prepared by an industry recognized and accredited third-party facility and procedures evaluation company.
- 5.) A matrix indicating which inspection categories you are seeking approval, for each inspector or technician.

For ease of evaluation and future reference, we request that your submission be presented in a three ring binder, clearly labeled with your company identification and arranged in the categories noted above. We will evaluate each request and will advise you regarding any additional materials and acceptance status.

Thank you for your interest in inclusion on the County of Monterey Special Inspection and Materials Testing approval list. Should you have any questions regarding the submittal requirements or our program, please feel free to contact Lou Fiori by calling (831) 784 – 5612 or by email at fioril@co.monterey.ca.us.

Special Inspection and Material Testing Cover Sheet

Company Name:	E-mail Address:		
Address:	City:	State:	Zip Code:
Phone Number:	Fax Number:		

This information packet is submitted for consideration for approval to be placed on the Special Inspector List for The County of Monterey. The submitted material contains the following information in order as listed:

- A Three ring binder clearly labeled with your company identification and arranged in the categories listed below.
- An introduction to your company including project history, staffing structure, inspection and/or materials testing quality control measures, inspector and technician supervision measures, materials testing audit controls recently undertaken.
- A full resume, work history, project history, training and certification achievements for the company principal.
- A full resume, work history, project history, training and certification achievements for all inspectors and technicians that will be included on the agency approval list.
- For materials testing facilities, the most recent (2) two facility evaluation and audit reports prepared by an industry recognized and accredited third-party facility and procedures evaluation company.
- A matrix indicating which inspection categories you are seeking approval, for each inspector or technician.

The submitted material is for:

- New approval
 Renewal
 Name Change
 Addition of Name
 Removal of Name

FOR DEPARTMENT USE ONLY

Amount Paid	Date	Check No.	Receipt No.	Received by	Initial and Date