

SAN RAFAEL CITY SCHOOLS

310 Nova Albion Way

San Rafael, CA 94903

March 12, 2018

**REQUEST FOR QUALIFICATIONS & PROPOSALS
CONSULTANT SERVICES
Construction-Related Testing and Inspection Services
(RFQP NO. PM-006)**

San Rafael City Schools ("District") includes the San Rafael Elementary School District and the San Rafael High School District, with a total student population of nearly 7,000. The Elementary District is composed of nine schools, and the High School District has two comprehensive 9-12 high schools and a continuation school. All District campuses are located in San Rafael, California. The District has an active Capital Facilities Construction Program funded by local bond measures.

The District is requesting qualified persons, firms, partnerships, corporations, associations, or professional organizations to provide comprehensive and professional **Construction Testing and Inspection Services** to the District for its first phase of new construction, expansion, modernization, and/or renovation projects relating to the District's facilities development of its public schools under the Measure "A" and Measure "B" Bond Program ("Program"), including but not limited to the following Phase 1 Projects:

- Glenwood Elementary New Multi-Purpose Building;
- Laurel Dell Elementary Reconstruction;
- Davidson Middle School New Science Building;
- San Pedro Elementary New Classrooms & Administration Building with Renovations;
- Venetia Valley K-8 Transitional Housing, New Classroom Buildings, and New Multipurpose Building;
- San Rafael High School Transitional Housing and New Commons, Library, Kitchen + Madrone Building;
- Terra Linda High School New Commons, Kitchen, Library, Music and Drama Classrooms and ICT Hub Renovations.

Any proposal submitted in response to this Request for Qualifications and Proposals ("RFQP") must specifically state the scope of the above-referenced services that the respondent is proposing to provide to the District. Any entity retained as a result of this RFQP shall be required to work in conjunction with all other technical consultants, all other entities retained by the District pursuant to this RFQP, the architect, and any construction manager retained by the District for the Project.

PROCESS FOR SUBMISSION OF QUALIFICATIONS AND PROPOSALS

Each Statement of Qualifications and Proposal submitted in response to this RFQP ("Submittal") should be in a sealed envelope directed to **San Rafael City Schools Testing and Inspection Services** and identify the name of the entity submitting the Proposal. Respondents to this RFQP should mail or deliver four (4) copies, one (1) unbound copy and one (1) electronic copy of their Proposals to:

**Dan Zaich, Sr. Director of Capital Facilities
San Rafael City Schools
310 Nova Albion Way
San Rafael, CA 94903**

All Proposals are due by 4:00p.m., on April 18, 2018.

Fax or email responses will not be accepted.

Any inquiries regarding this RFQP should be directed to Bill Savidge, at: bsavidge@K12schoolfacilities.org, on or before April 11, 2018, at 4:00 p.m.

The selected entity(ies), if any, will be required to sign an agreement based on the District's form of agreement for independent consulting services attached hereto as **Appendix A**.

LIMITATIONS

This RFP is neither a formal request for bids, nor an offer by the District to contract with any party responding to this RFQP. This RFQP does not commit the District to award a contract or to reimburse any applicant for costs incurred in submitting a response to this RFP. The District, in its sole discretion, reserves the right to reject any or all Proposals submitted; to choose any combination of Proposals; to interview any, all, or none of the respondents; to negotiate with any respondent; to extend the deadline to submit a Proposal; or to amend or cancel in part or in its entirety this RFP.

RESTRICTIONS ON LOBBYING AND CONTACTS

From the period beginning on the date of the issuance of this RFP and ending on the date of the award of an agreement for the above-referenced services for which Respondent is submitting its Proposal, no person or entity submitting a Proposal, nor any officer, employee, representative, agent, or consultant representing such a person or entity shall contact, through any means, or engage in any discussion regarding this RFP, the evaluation or selection process/or the award of the agreement for the above-referenced services for which Respondent is submitting its Proposal with any member of the District, its governing board ("Board"), members of the

selection committee, or any member of any other District committee. Any such contact shall be grounds for immediate disqualification of the Respondent.

It is anticipated that more than one highly qualified firm will be selected based on their ability to meet or exceed the District's requirements to provide Testing and Inspection Services for current and future projects. The District may also select a firm or firms to contract with that it feels will provide the highest quality of the above-referenced services for which Respondent is submitting its Proposal at a reasonable cost.

DESCRIPTION OF DISTRICT NEEDS

The District invites any qualified firm to submit proposals related to its ability to provide any of the above-referenced services for various projects. In general, the firm(s) ultimately selected to provide the above-referenced services shall furnish all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the above-referenced services for which Respondent is submitting its Proposal. Any firm or individual hired by the District as a result of this RFP will be an independent contractor to provide services for specific projects and will not be an employee of the District.

SCOPE OF WORK FOR CONSULTANTS

1. Construction-Related Testing and Inspection Services

The scope of services to be provided by the Construction-Related Testing and Inspection Services ("Testing and Inspection Consultant") generally consists of materials testing and construction inspection services routinely required for K12 public schools construction projects including independent soils and materials testing, California Building Code compliance inspections, and quality assurance inspections which may be outlined in the contract requirements for specific projects. The scope of services shall include, but is not necessarily limited to, the following:

- A. Provide all testing and inspection as required by the 2016 California Building Code, the Contract Documents, and additional tests or inspections required by the Owner including, but not limited to:
 - Structural test and special inspections.
 - Soils analysis, compaction testing and excavations.
 - Concrete reinforcement, concrete mix design review, concrete placement inspection, concrete sampling and cylinder testing.

- Steel fabrication, welding, and bolt testing and inspection.
 - Masonry testing and inspection including high and low lift grout inspections.
 - Obtain samples and perform laboratory tests including, but not limited to:
 - Soil
 - Concrete
 - Masonry
 - Grout
 - Metal reinforcing tensile and bend test
 - Structural
 - Plumbing
 - Roofing
 - Fireproofing
 - Prepare, cure, store, and transport project samples to the laboratory in compliance with applicable standards.
 - Maintenance of a chain of custody log for samples retrieved for testing, and retention of the records of such samples for future reference as necessary and as directed by the County. Report all compliant and non-compliant test findings.
- B. Provide qualified personnel at the site(s) in a timely fashion in order to assist in meeting the project construction schedule. Technicians must be suitably qualified with a minimum three (3) years' experience in performing both onsite and offsite test and inspections.
- C. Ascertain compliance of materials and mixes with the requirements of the Contract Documents.
- D. Attend pre-construction meetings and progress meetings when requested.

- E. Perform all work in conformance with the requirements of all applicable laws, codes, ordinances, and regulations.
- F. Perform other related services, tests and inspections.

Inspector shall provide dedicated staff as needed to provide Testing and Inspection services for the Project.

The Testing and Inspection firm shall coordinate its work with the Project Inspector who is to obtain, review, and document all communications, material tags, invoices by material testers and contractors, verify and deliver them to the Construction/Project Manager for approval. The Inspector shall be the designated contact for all communications and coordination between the Materials Testing Laboratory and the contractors, material testers and other parties involved with the construction.

It is requested that responders submit a not to exceed fee based on hours worked to perform the services set forth in the scope of work. Provide a clear breakdown of the costs by phase including staff or by item, by hour. No subcontractors shall be utilized without prior authorization by the Construction/Project Manager. It is anticipated that work may occur on weekends and after-hours.

The successful Testing and Inspection Consultant shall coordinate its work with the District's other consultants without limitation. The successful Testing and Inspection Consultant shall respond to public comments on any reports issued by the Testing and Inspection Consultant on the Project and shall attend and participate in any public hearings upon District request.

SUBMITTAL REQUIREMENTS

Statements of Qualifications and Proposals submitted in response to this RFQP must include the following information in the following order. Each section must begin on a new page and must be tabbed for clarity.

1. Qualifications of Consultant

Respondent must state its qualifications for the anticipated scope of work and its experience with projects of comparable size and complexity. In particular, respondent shall provide any experience applicable to public school projects, including new buildings on existing sites, modernization and renovation of existing school buildings and site elements, and school expansion projects. Each Proposal must also

include evidence that the respondent is properly licensed for the scope of work for which the proposal is submitted.

Respondent shall identify and provide resumes for the key personnel that will staff the Project. Resumes shall include specific qualifications and recent related experience providing similar services for the scope of work for which the Proposal is submitted, including but not limited to: Division of the State Architect ("DSA") class, Education, Training & Professional Certifications; project experience with focus on K-12 qualifications (include school district/community college, project name, construction value, project type – Modernization, New Building, and duration of inspection assignment); and a list of references with contact names and phone numbers for at least three (3) projects with public school experience.

2. Relationship to Outside Governmental Agencies

Depending upon the scope of work, respondent may be required to assist the District in working with various outside governmental agencies, including but not limited to, the applicable City or County Planning Commissions and Departments, the Department of Toxic Substances Control, the regional water quality control board, the regional air quality control district, the State Department of Education, the DSA, and the Office of Public School Construction. Respondent shall discuss its experience with each of these agencies.

3. Fee Schedule

Respondent shall submit a proposed fee schedule for services, tests, and personnel including titles, fully burdened hourly rates and DSA Class. The submitted fee schedule shall be thorough and specific as it will form the basis of any services agreement that may be presented by the District. The fee schedule may include a flat fee, an hourly rate, or a combination of both and must include the following:

- 1) Where the fee schedule includes an hourly rate:
 - a. Base Fee (Hourly Rate).
 - b. Minimum number of hours, if any.
 - c. Weekend hourly rate fees.
 - d. Escalation of rates and fees for future work 2019-2022.
- 2) Insurance coverage for all work in accordance with Section 14. of the Agreement, Appendix A.
- 3) Other reimbursable expenses (if any).

4. Fee Proposal for Glenwood Multi-Purpose Building Project

Respondent shall submit a proposal for services using the attached **DSA-103 List of Required Structural Tests and Special Inspections**, attached as **Appendix B**.

5. Time for Performance

Respondent shall include a proposed schedule for performing the above-referenced services for which Respondent is submitting its project-specific Proposal for the Glenwood Multi-Purpose Building Project.

6. Capacity

Respondent must indicate the individual or firm's proximity to the District and availability to accomplish the work for which the Proposal is submitted.

Respondent must provide the anticipated availability of the proposed staff for upcoming District projects, beginning immediately for the Glenwood Multi-Purpose Building project and extending through 2022 for identified SRCS Master Plan projects.

7. Sub-consultants

Respondent shall list any sub-consultants anticipated on this project, along with their specific tasks and references.

Respondent shall identify and provide resumes for the key personnel of the listed sub-consultants. Resumes shall include specific qualifications and recent related experience providing similar services for the scope of work for which the Proposal is submitted, including but not limited to: DSA class, Education, Training & Professional Certifications; project experience with focus on K-12 qualifications (include school district/community college, project name, construction value, project type – Modernization vs. New School, and duration of inspection assignment); and a list of references with contact names and phone numbers for at least two (2) projects with public school experience.

8. Litigation History

Respondent shall list all construction-related litigation in the last five (5) years, filed either by an owner, owner's consultant, architect or contractor, against the individual or firm.

9. References

Respondent shall describe its work in the past five (5) years that is similar or comparable, and include copies of reports and other applicable

documents. Respondent shall provide as references a primary contact person, with current address and telephone number, for each project of equivalent size on which applicant has provided consulting services within the past three (3) years. Respondent shall have no less than five (5) relevant references of past clients. Not all references need to be within the past three (3) years, but a reference must be provided for each project within the past three (3) years. For each reference provided, in addition to the primary contact person with current address and telephone number, Respondent shall also include the name of the district, the name of the architectural firm, the scope of services provided, and the name of construction manager (if applicable).

References may be contacted to attest to the respondent's ability to perform the described services.

10. Conflict of Interest

Respondent shall certify that no official or employee of the District, nor any business entity in which an official of the District has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract, nor that any such person will be employed in the performance of any contract without immediate divulgence of this fact to the District.

INDEMNIFICATION

To the furthest extent permitted by California law, Respondent shall, at its sole expense, defend, indemnify, and hold harmless the District, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from and against any and all demands, losses, liabilities, claims, suits, damages, costs, expenses, judgments and actions (the "Claims") of any kind, nature, and description, including, but not limited to, personal injury, bodily injury, death, property damage, and consultants' and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of this Agreement or from any activity, work, or thing done, permitted, or suffered by the Respondent in conjunction with this Agreement, unless the claims are caused wholly by the sole negligence or willful misconduct of the District. The District shall have the reasonable right to accept or reject any legal representation that Respondent proposes to defend the Indemnified Parties.

INSURANCE

The selected respondents will be required to provide insurance coverage in the amounts as referenced in **Section 14. Insurance** of the attached **Appendix A: Independent Consultant Agreement for Professional Services: Construction Testing and Inspection**. This amount of insurance coverage shall be reflected in the respondent's professional fee.

CRITERIA

Criteria for evaluation of each respondents statements of qualifications and proposals will include the following without limitation:

1. Adherence to the specified format.
2. Completeness of the Proposal.
3. Acceptable and verifiable references.
4. Experience, professional, and technical expertise of staff.
5. Respondent's history and demonstrated success with DSA.
6. Experience with similar school construction, renovation, and/or modernization project(s) of comparable scope and complexity.
7. Availability of staffing for the Project and the level of service and support.
8. Fee requirements and cost of the services.
9. Ability to maintain positive interpersonal relationships with all the Project and school community participants.

DISTRICT'S EVALUATION PROCESS

Proposals will be reviewed for responsiveness and evaluated pursuant to the above-listed objective criteria, with particular attention to, without limitation, each respondent's qualifications and demonstrated competence in providing like services.

After the Statements of Qualifications and Proposals are evaluated and/or ranked, the District, at its sole discretion, may elect to interview the top proposer(s). The District may elect to interview one or more proposer. Adequate time will be allowed for presentation of qualifications followed by questions and answers.

If a commitment is made, it will be to the most qualified respondent with whom the District is able to negotiate successfully the terms and conditions of the required agreement documents.

Final selection of a proposer, terms and conditions of any and all agreements and authority to proceed with the services for which the Proposal was submitted shall be at the discretion of the District.

The selection committee will recommend the most qualified proposer to the District's Board. After selection by the Board, District staff will issue a letter of intent to commence negotiations with the best qualified proposer.

If the District is unable to successfully negotiate a satisfactory agreement with terms and conditions the District determines to be fair and reasonable, the District may then commence negotiations with the second best qualified proposer in sequence until an agreement is reached or determination is made to reject all Proposals.

FINAL DETERMINATION AND AWARD

The District is not obligated to explain any deficiencies in responses, nor accept requests for justification from firms not selected for an interview. The District reserves the right to contract with any entity responding to this RFP as described above for all or portions of the above-described Project, to reject any response as non-responsive, and not to contract with any firm for the services described herein. The District makes no representation that participation in the RFP process will lead to selection for participation in an interview, an award of contract or any consideration whatsoever. The award of a contract is at the sole discretion of the District, acting through its Board. The District reserves the right to seek proposals from or to contract with any firm not participating in this process. The District shall in no event be responsible for the cost of preparing any proposal in response to this RFP. The selected entity(ies), if any, will be required to sign an agreement based on the District's form of agreement for independent consulting services attached hereto as **Appendix A**.

ASSIGNMENT

Any contract resulting from this RFP and any amendments or supplements thereto shall not be assignable by the successful consultant either voluntarily or by operation of law without the written approval of the District.

PUBLIC RECORD

To the extent that the proposals submitted in response to this RFP are public records under California law, they may be released if requested by members of the public.

RFP RESPONSE SCHEDULE SUMMARY

The District reserves the right to change the dates on the schedule without prior notice.

DATE	EVENT	TIME DEADLINE
March 26, 2018	Release of RFP # PM-006	
April 4, 2018	Pre-Proposal Conference Webex	11:00 a.m.
April 11, 2018	Deadline for submission of written questions to District concerning RFQP #PM-006.	4:00 p.m.
April, 18 2018	Deadline for all submissions in response to RFQP #PM-006.	4:00 p.m.
TBD	Notification to Consultants	
TBD	Board Approval of Contracts	

WE THANK YOU FOR YOUR INTEREST IN THIS EXCITING PROGRAM!

Appendix A: Form of Agreement

**INDEPENDENT CONSULTANT AGREEMENT FOR PROFESSIONAL SERVICES
CONSTRUCTION TESTING AND INSPECTION**

This Independent Consultant Agreement for Professional Services ("Agreement") is made and entered into as of the ____ day of _____, 2018 by and between the San Rafael City Schools, ("District") and _____("Consultant"), (together, "Parties").

NOW, THEREFORE, the Parties agree as follows:

1. **Services.** The Consultant shall provide CONSTRUCTION TESTING AND INSPECTION services as further described in **Exhibit "A,"** attached hereto and incorporated herein by this reference ("Services").
2. **Term.** Consultant shall commence providing services under this Agreement on _____ and will diligently perform as required and complete performance by _____, unless this Agreement is terminated and/or otherwise cancelled prior to that time.
3. **Submittal of Documents.** The Consultant shall not commence the Services under this Agreement until the Consultant has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

- Signed Agreement
- Workers' Compensation Certification
- Fingerprinting/Criminal Background Investigation Certification
- Insurance Certificates and Endorsements
- W-9 Form
- Other: _____

4. **Compensation.** District agrees to pay the Consultant, for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed _____ Dollars (\$ _____). Fees for each project shall be specifically delineated and used for billing. District shall pay Consultant according to the following terms and conditions:
 - 4.1. Payment for the Work shall be made for all undisputed amounts based upon the hourly billing provided by Consultant. Payment shall be made within thirty (30) days after the Consultant submits an invoice to the District for Work actually completed and after the District's written approval of the Work, or the portion of the Work for which payment is to be made. The schedule of deliverable Services to be produced is as follows:
 - 4.1.1. See Exhibit A for Milestone dates.
5. **Expenses.** District shall not be liable to Consultant for any costs or expenses paid or incurred by Consultant in performing services for District, except as follows:
 - 5.1. Not applicable.
6. **Independent Contractor.** Consultant, in the performance of this Agreement, shall be and act as an independent contractor. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint

venture of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Consultant's employees. In the performance of the work herein contemplated, Consultant is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, District being interested only in the results obtained.

7. **Materials.** Consultant shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:

- 7.1. Not applicable.

8. **Performance of Services.**

- 8.1. **Standard of Care.** Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of District. Consultant's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

Consultant shall carefully study and compare all documents, findings, and other instructions and shall at once report to District, in writing, any error, inconsistency, or omission that Consultant or its employees may discover. Consultant shall have responsibility for discovery of errors, inconsistencies, or omissions.

- 8.2. **Meetings.** Consultant and District agree to participate in regular meetings on at least a monthly basis to discuss strategies, timetables, implementations of services, and any other issues deemed relevant to the operation of Consultant's performance of Services.

- 8.3. **District Approval.** The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection and supervision to secure the satisfactory completion thereof.

- 8.4. **New Project Approval.** Consultant and District recognize that Consultant's Services may include working on various projects for District. Consultant shall obtain the approval of District prior to the commencement of a new project.

9. **Originality of Services.** Except as to standard generic details, Consultant agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to the District and/or used in connection with this Agreement, shall be wholly original to Consultant and shall not be copied in whole or in part from any other source, except that submitted to Consultant by District as a basis for such services.

10. **Copyright/Trademark/Patent.** Consultant understands and agrees that all matters

produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Consultant agrees to take such actions as are necessary to protect the rights assigned to the District in this Agreement, and to refrain from taking any action that would impair those rights. Consultant's responsibilities under this Agreement include without limitation, placing proper notice of copyright on all versions of the plans and specifications. Consultant consents to use of Consultant's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.

11. **Audit.** Consultant shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Consultant transacted under this Agreement. Consultant shall retain these books, records, and systems of account during the Term of this Agreement and for five (5) years thereafter. Consultant shall permit the District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that the District shall give reasonable prior notice to Consultant and shall conduct audit(s) during Consultant's normal business hours, unless Consultant otherwise consents.

12. Termination.

- 12.1. **For Convenience by District.** District may, at any time, with or without reason, terminate this Agreement and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant. Notice shall be deemed given when received by the Consultant or no later than three days after the day of mailing, whichever is sooner.
- 12.2. **For Convenience by Consultant.** Consultant may, upon sixty (60) days notice, with or without reason, terminate this Agreement. Upon this termination, District shall only be obligated to compensate Consultant for services satisfactorily rendered to the date of termination. Written notice by Consultant shall be sufficient to stop further performance of services to District. Consultant acknowledges that this sixty (60) day notice period is acceptable so that the District can attempt to procure the Services from another source.
- 12.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - 12.3.1. material violation of this Agreement by the Consultant; or
 - 12.3.2. any act by Consultant exposing the District to liability to others for personal injury or property damage; or
 - 12.3.3. Consultant is adjudged a bankrupt, Consultant makes a general assignment for the benefit of creditors or a receiver is appointed on account of Consultant's insolvency.

Written notice by District shall contain the reasons for such intention to terminate

and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required services from another Consultant. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Consultant shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

13. Indemnification. To the furthest extent permitted by California law, Consultant shall indemnify and hold harmless the District, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the Consultant. Consultant shall, to the furthest extent permitted by California law, defend the Indemnified Parties at Consultant's own expense, including attorneys' fees and costs, from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the Consultant. The District shall have the right to accept or reject any legal representation that Consultant proposes to defend the indemnified parties.

14. Insurance.

14.1. The Consultant shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

Type of Coverage	Minimum Requirement
Commercial General Liability Insurance , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments Each Occurrence General Aggregate	 \$ 1,000,000 \$ 2,000,000
Automobile Liability Insurance - Any Auto Each Occurrence General Aggregate	 \$ 1,000,000 \$ 1,000,000
Professional Liability	\$ 2,000,000
Workers Compensation	Statutory Limits
Employer's Liability	\$ 0

14.1.1. **Commercial General Liability and Automobile Liability Insurance.** Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect the Consultant, the District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by the District.)

14.1.2. **Workers' Compensation and Employers' Liability Insurance.** Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance

with provisions of section 3700 of the California Labor Code, the Consultant shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

14.1.3. **Professional Liability (Errors and Omissions).** Professional Liability Insurance as appropriate to the Consultant's profession, coverage to continue through completion of construction plus two (2) years thereafter.

14.2. **Proof of Carriage of Insurance.** The Consultant shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to the District and approved by the District. Certificates and insurance policies shall include the following:

14.2.1. A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to the District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."

14.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.

14.2.3. An endorsement stating that the District and its Governing Board, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Consultant's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

14.2.4. All policies except the Professional Liability, Workers' Compensation Insurance, and Employers' Liability Insurance Policies shall be written on an occurrence form.

15. **Assignment.** The obligations of the Consultant pursuant to this Agreement shall not be assigned by the Consultant.

16. **Compliance with Laws.** Consultant shall observe and comply with all rules and regulations of the governing board of the District and all federal, state, and local laws, ordinances and regulations. Consultant shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Work as indicated or specified. If Consultant observes that any of the Work required by this Contract is at variance with any such laws, ordinance, rules or regulations, Consultant shall notify the District, in writing, and, at the sole option of the District, any necessary changes to the scope of the Work shall be made and this Contract shall be appropriately amended in writing, or this

Contract shall be terminated effective upon Consultant's receipt of a written termination notice from the District.

17. Employment with Public Agency. Consultant, if an employee of another public agency, agrees that Consultant will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.

17.1. LABOR CODE REQUIREMENTS: Consultant shall comply with all applicable provisions of the California Labor Code, Division 3, Part 7, Chapter 1, Articles 1 – 5, including, without limitation, the payment of the general prevailing per diem wage rates for public work projects of more than one thousand dollars (\$1,000). Copies of the prevailing rate of per diem wages are on file with the District.

17.1.1. Registration: If applicable, before a public works contract can be awarded, Consultant and its subcontractor(s) shall be registered with the Department of Industrial Relations in accordance with Labor Code section 1771.1.

17.1.2. Certified Payroll Records: Consultant and its subcontractor(s) shall keep accurate certified payroll records of workers and shall electronically submit certified payroll records directly to the Department of Industrial Relations weekly or within ten (10) days of any request by the District or the Department of Industrial Relations.

17.1.3. Labor Compliance: Consultant shall perform the Work of the Project while complying with all the applicable regulations, including section 16000, et seq., of Title 8 of the California Code of Regulations and is subject to labor compliance monitoring and enforcement by the Department of Industrial Relations.

18. Anti-Discrimination. It is the policy of the District that in connection with all work performed under Contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore the Consultant agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, the Consultant agrees to require like compliance by all of its subcontractor(s).

19. Fingerprinting of Employees. The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Consultant's performing of any portion of the Services. Although District has determined that fingerprinting is not applicable to this Agreement, Consultant expressly acknowledges that the following conditions shall apply to any work performed by Consultant and/or Consultant's employees on a school site:

19.1. All site visits shall be arranged through the District;

19.2. Consultant and Consultant's employees shall inform District of their proposed activities and location at the school site, allowing District time to arrange site visits without a disruption to the educational process;

- 19.3. Consultant and/or Consultant's employees shall check in with the school office each day immediately upon arriving at the school site;
 - 19.4. Once at such location, Consultant and Consultant's employees shall not change locations without contacting the District;
 - 19.5. Consultant and Consultant's employees shall not use student restroom facilities; and
 - 19.6. If Consultant and Consultant's employees find themselves alone with a student, Consultant and Consultant's employees shall immediately contact the school office and request that a member of the school staff be assigned to the work location.
20. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
21. **District's Evaluation of Consultant and Consultant's Employees and/or Subcontractors.** The District may evaluate the Consultant in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:
- 21.1. Requesting that District employee(s) evaluate the Consultant and the Consultant's employees and subcontractors and each of their performance.
 - 21.2. Announced and unannounced observance of Consultant, Consultant's employee(s), and/or subcontractor(s).
22. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.
23. **Confidentiality.** The Consultant and all Consultant's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Consultant understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.
24. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

District:

Consultant:

San Rafael City School District

310 Nova Albion Way

San Rafael, California 94903

ATTN: Dan Zaich, Sr. Director of Capital Facilities

ATTN: _____

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

- 25. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 26. **California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which the District’s administrative offices are located.
- 27. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
- 28. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
- 29. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.
- 30. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.
- 31. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney’s fees.
- 32. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

33. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.

34. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

35. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

36. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Dated: _____, 20__

Dated: _____, 20__

San Rafael City Schools

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: _____

Print Title: _____

Information regarding Consultant:

License No.: _____

Registration No.: _____

Address: _____

Telephone: _____

Facsimile: _____

E-Mail: _____

Type of Business Entity:

____ Individual

____ Sole Proprietorship

____ Partnership

____ Limited Partnership

____ Corporation, State: _____

____ Limited Liability Company

____ Other: _____

:

Employer Identification and/or
Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of \$600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, the District requires the Consultant to furnish the information requested in this section.

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.

- By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work of this Contract.

Date: _____

Name of Consultant: _____

Signature: _____

Print Name and Title: _____

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Contract.)

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

One of the three boxes below **must** be checked, with the corresponding certification provided, and this form attached to the Independent Consultant Agreement for Professional Services ("Agreement"):

- X Consultant’s employees will have only limited contact, if any, with District pupils and the District will take appropriate steps to protect the safety of any pupils that may come in contact with Consultant’s employees so that the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 shall not apply to Consultant for the services under this Agreement. As an authorized District official, I am familiar with the facts herein certified, and am authorized to execute this certificate on behalf of the District. (Education Code § 45125.1 (c))

Date: _____

District Representative’s Name and Title:

District Representative’s Signature:

- The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Consultant’s services under this Agreement and Consultant certifies its compliance with these provisions as follows: *“Consultant certifies that the Consultant has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Consultant’s employees, subcontractors, agents, and subcontractors’ employees or agents (“Employees”) regardless of whether those Employees are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Consultant, who may have contact with District pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of all Employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto.”*

- Consultant’s services under this Agreement shall be limited to the construction, reconstruction, rehabilitation, or repair of a school facility and although all Employees will have contact, other than limited contact, with District pupils, pursuant to Education Code section 45125.2 District shall ensure the safety of the pupils by at least one of the following as marked:

- The installation of a physical barrier at the worksite to limit contact with pupils.
- Continual supervision and monitoring of all Consultant’s on-site employees of Consultant by an employee of Consultant, _____, whom the Department of Justice has ascertained has not been convicted of a violent or serious felony.
- Surveillance of Employees by District personnel.

Date: _____

District Representative's Name and Title: _____

District Representative's Signature:

I am a representative of the Consultant entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Consultant.

Date: _____

Name of Consultant: _____

Signature: _____

Print Name and Title: _____

EXHIBIT "A"
DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT

Consultant's entire Proposal is **not** made part of this Agreement, it may be attached for reference.

Appendix B
DSA-103 List of Required Structural Tests and Special Inspections
Glenwood Elementary Multi-purpose Building



DSA-103

Issued 9/1/2017

List of Required Structural Tests & Special Inspections - 2016 CBC

INCREMENT # _____ DSA File No.: _____
Application No.: _____

21-39
01-116941

Date Submitted: 09-15-2017

Revised: _____
Revised: _____

School Name GLENWOOD ELEMENTARY MP BLDG	District SAN RAFAEL CITY SCHOOLS
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IMPORTANT: This form is only a summary list of structural tests and some of the special inspections required for the project. Generally, the structural tests and special inspections noted on this form are those that will be performed by the Geotechnical Engineer of Record, Laboratory of Record, or Special Inspector. The actual complete test and inspection program must be performed as detailed on the DSA approved documents. The appendix at the bottom of this form identifies work NOT subject to DSA requirements for special inspection or structural testing. The project inspector is responsible for providing inspection of all facets of construction, including but not limited to, special inspections not listed on this form such as structural wood framing, high-load wood diaphragms, cold-formed steel framing, anchorage of non-structural components, etc., per Title 24, Part 2, Chapter 17A.

INSTRUCTIONS: Click a plus sign (+) before any category or subcategory to reveal additional tests and special inspections. A shaded box indicates a test or special inspection that may be required, depending on the scope of the construction and other issues. A shaded box can be clicked indicating your selection of that test. Note: A minus (-) on a category or subcategory heading indicates that it can be collapsed. However, any selections you may have made will be cleared. Click on the "COMPILE" button to show only the tests and inspections finally selected. For more information on use of this form, see DSA-103.INSTR.

NOTE: This form is also available for projects submitted for review under the 2007, 2010, and 2013 CBC.

Note: References are to the 2016 edition of the California Building Code (CBC) unless otherwise noted.

TEST OR SPECIAL INSPECTION	TYPE	CODE REFERENCE AND NOTES	
REQUIRED	PERFORMED BY 2		
SOILS			
1. GENERAL:	Table 1705A.6		
a. Verify that: <ul style="list-style-type: none"> • site has been prepared properly prior to placement of controlled fill and/or excavations for foundations, • foundation excavations are extended to proper depth and have reached proper material, and • materials below footings are adequate to achieve the design bearing capacity. 	Periodic	GE*	• By geotechnical engineer or his or her qualified representative. (See Appendix for exemptions.)
2. COMPACTED FILLS:	Table 1705A.6		
a. Perform classification and testing of fill materials.	Test	LOR*	• Under the supervision of the geotechnical engineer.
b. Verify use of proper materials, densities and inspect lift thicknesses, placement, and compaction during placement of fill.	Continuous	GE*	• By geotechnical engineer or his or her qualified representative.
c. Test compaction of fill.	Test	LOR*	• Under the supervision of the geotechnical engineer.
3. DRIVEN DEEP FOUNDATIONS (PILES):	Table 1705A.7		
4. CAST-IN-PLACE DEEP FOUNDATIONS (PIERS):	Table 1705A.8		
5. RETAINING WALLS:			
6. OTHER SOILS:			
CONCRETE			
7. CAST IN PLACE CONCRETE Material Verification and Testing:	Table 1705A.3, ACI 318-14 Sections 26.12 & 26.13		

Issued 9/1/2017

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List of Required Structural Tests & Special Inspections - 2016 CBC



DSA File No.:

21-39

Application No.:

01-116941

INCREMENT #

Date Submitted: 09-15-2017

Revised:

Revised:

		Periodic	SI*		Table 1705A.3 Item 5, 1910A.1 (1909.2.3)* To be performed by qualified batch-plant inspector and concrete sampling technician
X	a. Verify use of required design mix.	Test	LOR		1910A.2 (1909.2.4*); ACI 318-14 Section 26.6.1.2. DSA IR 17-10.16
X	b. Identify, sample, and test reinforcing steel.	Test	LOR		Table 1705A.3 Item 6; ACI 318-14 Sections 28.5 & 26.12
X	c. During concrete placement, fabricate specimens for strength tests, perform slump and air content tests, and determine the temperature of the concrete.	Test	LOR		1905A.1.16 (1909.3.7*); ACI 318-14 Section 28.12.
X	d. Test concrete (f _c).	Test	LOR		
Inspection:					
X	e. Batch plant inspection	See Notes	SI	Continuous	Default of 'Continuous' per 1705A.3.3; If approved by DSA, batch plant inspection may be reduced to 'Periodic' subject to requirements in Section 1709A.3.3.1 or eliminated per 1705A.3.3.2. (See Appendix for exemptions.)
	f. Not used.			Periodic	
	g. Not used.				
X	h. Welding of reinforcing steel.	Provide special inspection per STEEL, category 19.1(d) & (e) and/or 19.2(g) & (h) below.			
	i. Not used.				
+	8. PRESTRESSED CONCRETE (in addition to Cast in Place Concrete tests and inspections):				
+	9. PRECAST CONCRETE (in addition to Cast in Place Concrete tests and inspections):				
+	10. SHOTCRETE (in addition to Cast in Place Concrete tests and inspections):				
-	11. POST-INSTALLED ANCHORS:				
X	a. Inspect installation of post-installed anchors	See Notes	SI*		Table 1705A.3 Item 4a (Continuous) & 4b (Periodic) (see Appendix for exemptions). ACI 318-14 Sections 17.8 & 26.13 * May be performed by the project inspector when specifically approved by DSA.
X	b. Test post-installed anchors.	Test	LOR		1910A.5 (1909.2.7*). (See Appendix for exemptions.)
+	12. OTHER CONCRETE:				
+	MASONRY				
-	TMS 402-13/ACI 530-13/ASCE 5-13 Table 3.1.3 & TMS 602-19/ACI 530.1-13/ASCE 6-13 Table 6				
+	STEEL, ALUMINUM				
+	Table 1705A.2.1, AISC 303-10, AISC 360-10, AISC 341-10, AISC 358-10, AISI S100-07/S2-10				
+	17. STRUCTURAL STEEL, COLD-FORMED STEEL, AND ALUMINUM USED FOR STRUCTURAL PURPOSES				
+	18. HIGH STRENGTH BOLTS:				
-	RCSC 2009				
-	19. WELDING:				
1705A.2.5, Table 1705A.2.1 Items 4 & 6; DSA IR 17-3, AWS D1.1 and AWS D1.8 for structural steel, AWS D1.2 for Aluminum, AWS D1.3 for cold-formed steel, AWS D1.4 for reinforcing steel. (See Appendix for exemptions.)					
Verification of Materials, Equipment, Welders, etc:					
X	a. Verify weld filler material identification markings per AWS designation listed on the DSA approved documents and the WPS.	Periodic	SI		DSA IR 17-3.
X	b. Verify weld filler material manufacturer's certificate of compliance.	Periodic	SI		DSA IR 17-3.
X	c. Verify WPS, welder qualifications and equipment.	Periodic	SI		DSA IR 17-3.
-	19.1 SHOP WELDING:				



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List of Required Structural Tests & Special Inspections - 2016 CBC

INCREMENT # _____ DSA File No.: 21-39
 Application No.: 01-116941
 Date Submitted: 09-15-2017
 Revised: _____
 Revised: _____

		Continuous	SI		
X	a. Inspect groove welds, multi-pass fillet welds, single pass fillet welds > 5/16", plug and slot welds	Periodic	SI	Table 1705A.2.1 Item 5a1-4. Per AISC 360-10 (and AISC 341-10 as applicable). DSA IR 17-3.	
X	b. Inspect single-pass fillet welds ≤ 5/16", floor and roof deck welds	Periodic	SI	1705A.2.2, Table 1705A.2.1 Item 5a.5 & 5a.6. Per AISC 360-10 (and AISC 341-10 as applicable). DSA IR 17-3.	
X	c. Inspect welding of stairs and railing systems.	Periodic	SI	1705A.2.1. Per AISC 360-10 (and AISC 341-10 as applicable). AWS D1.1 & D1.3. DSA IR 17-3.	
X	d. Verification of reinforcing steel weldability other than ASTM A706	Periodic	SI	1705A.3.1; verify carbon equivalent reported on mill certificates. AWS D1.4. DSA IR 17-3.	
X	e. Inspect welding of reinforcing steel.	Continuous	SI	1705A.3.1, Table 1705A.3 Item 2, and Table 1705A.2.1 Item 5b, 1903A.8. AWS D1.4. DSA IR 17-3.	
-	19.2 FIELD WELDING:				
X	a. Inspect groove welds, multi-pass fillet welds, single pass fillet welds > 5/16", plug and slot welds	Periodic	SI	Table 1705A.2.1 Item 5a1-4. Per AISC 360-10 (and AISC 341-10 as applicable). DSA IR 17-3.	
	b. Inspect single-pass fillet welds ≤ 5/16"	Periodic	SI	Table 1705A.2.1 Item 5a.5. Per AISC 360-10 (and AISC 341-10 as applicable). DSA IR 17-3.	
	c. Inspect end-welded studs (ASTM A-108) installation (including bend test)	Periodic	SI	2213A.2 (2212.6.2)*, per AISC 360-10 (and AISC 341-10 as applicable). AWS D1.1. DSA IR 17-3.	
	d. Inspect floor and roof deck welds	Periodic	SI	1705A.2.2, Table 1705A.2.1 Item 5a.6; per AISC 360 (and AISC 341 as applicable) & AWS D1.3. DSA IR 17-3.	
	e. Inspect welding of structural cold-formed steel	Periodic	SI*	1705A.2.5; AWS D1.3. * May be performed by the project inspector when specifically approved by DSA. DSA IR 17-3.	
	f. Inspect welding of stairs and railing systems	Periodic	SI*	1705A.2.1; Per AISC 360-10 (and AISC 341-10 as applicable). AWS D1.1 & D1.3. DSA IR 17-3. * May be performed by the project inspector when specifically approved by DSA.	
X	g. Verification of reinforcing steel weldability	Periodic	SI	1705A.3.1; verify carbon equivalent reported on mill certificates. DSA IR 17-3.	
X	h. Inspect welding of reinforcing steel.	Continuous	SI	1705A.3.1, Table 1705A.3 Item 2, and Table 1705A.2.1 Item 5b, 1903A.8. AWS D1.4. DSA IR 17-3.	
+	20. NONDESTRUCTIVE TESTING:				
+	21. STEEL JOISTS AND TRUSSES:				
+	22. SPRAY APPLIED FIRE-PROOFING:				
-	23. ANCHOR BOLTS, ANCHOR RODS, & OTHER STEEL:				
X	a. Anchor Bolts and Anchor Rods	Test	LOR	IR 17-11 Sample and test anchor bolts and anchor rods not readily identifiable.	
	b. Threaded rod not used for foundation anchorage.	Test	LOR	Sample and test threaded rods not readily identifiable per procedures noted in IR 17-11	
	c.				
-	WOOD				
-	24. PREFABRICATED WOOD STRUCTURAL ELEMENTS:			Section 1705A.5	
X	a. Inspect fabrication of structural glued-laminated timber.*	Continuous	SI	* See 1705A.5.4 for exceptions	
	b. Inspect fabrication of manufactured open-web trusses.	Continuous	SI	1705A.5.5 and DSA IR 23-9	
	c. Inspect fabrication of manufactured metal plate connected trusses.	Continuous	SI	1705A.5, 1705A.5.2 and DSA IR 23-4	
+	25. OTHER WOOD:				
+	OTHER SKYLIGHT LOAD TEST				



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INCREMENT # _____ DSA File No.: 21-39
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 Revised: _____

List of required verified report(s):

1	Type -	2	Performed By -
	Continuous - Indicates that a continuous special inspection is required	GE - Indicates that the special inspection is to be performed by a registered geotechnical engineer or his or her authorized representative	
	Periodic - Indicates that a periodic special inspection is required	LOR - Indicates that the test or inspection is to be performed by a testing laboratory accepted in the DSA Laboratory Evaluation and Acceptance (LEA) Program. See section 4-335, 2013 CCR Title 24, Part 1.	
	Test - Indicates that a test is required	SI - Indicates that the special inspection is to be performed by a special inspector	

Name of Architect or Engineer in general responsible charge

RANDY W. WILEY
 Name of Structural Engineer (When structural design has been delegated)

9-15-2017
 Signature of Architect or Structural Engineer date

IDENTIFICATION STAMP
 DIV OF THE STATE ARCHITECT
 APP. # 01-116941
 AC N/A F/LS N/A SS WF
 DATE 3/6/2018

Appendix: Work Exempt from DSA Requirements for Special Inspection or Structural Testing

Issued 9/1/2017

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Date Submitted: 09-15-2017 Revised: _____
Revised: _____

Exempt items given in IR A-22 or the 2016 CBC (including DSA amendments) and those items identified below with an "X" by the design professional are NOT subject to DSA requirements for the structural tests or special inspections noted. Items marked as exempt shall be identified by either: 1) listing specific details/sheets noted in the spaces provided below OR 2) on the approved construction documents. The project inspector shall verify all construction complies with the approved construction documents.

Exempt by Design (g)

	Soils:	1. Deep foundations acting as a cantilever footing designed based on minimum allowable pressures per 2016 CBC Table 1806A.2 and having no geotechnical report for the following types of structures: free standing sign, scrolling message sign, scoreboard, covered walkway or shade structure with dead load less than 5 psf and other light-weight structures of which the apex is less than 8' above the highest adjacent grade. 2. Shallow foundations meeting the exception item #1 criteria specified in 2016 CBC Section 1803A.2.	X X
	(Optional) List details for applicable exempt items:		
	Concrete/Masonry:		
X	1. Post-installed anchors for the following: 1) exempt non-structural components (e.g., mechanical, electrical, plumbing equipment - see item 7 for "Welding") given in CBC Section 1616A.1.18 (which replaces ASCE 7-10, Section 13.1.4) or 2) interior nonstructural wall partitions meeting criteria listed in exempt item 3 for "Welding."		
X	2. Concrete batch plant. Inspection is not required for items given in CBC Section 1705A.3.3.2 subject to the requirements and limitations in that section.		
X	3. Masonry retaining walls less than 4'-0" above the top of foundation not supporting a surcharge and free standing nonbearing non-shear masonry walls up to 6'-0" above adjacent grade do not require grout, mortar or masonry core testing or DSA special inspection.		
X	4. Epoxy shear dowels in slab flatwork.		

Exempt by Design (w)

	Welding:	1. Solid-clad and open-mesh gates with maximum leaf span or rolling section for rolling gates of 10' and apex height less than 8'-0" above lowest adjacent grade. When located above circulation or occupied spaces below, these gates are not located within 1.5x gate/fence height (max 8'-0") to the edge of floor or roof. 2. Handrails, guardrails, and modular or relocatable ramps associated with walking surfaces less than 30" above adjacent grade (excluding post base connections per the "Exception" language in Section 1705A.2.1); fillet welds cannot be ground flush. 3. Non-structural interior cold-formed steel framing spanning less than 15'-0", such as in interior partitions, interior soffits, etc. supporting only self weight and light-weight finishes or adhered tile, masonry, stone, or terra cotta veneer no more than 5/8" thickness and apex less than 20'-0" in height and not over an exit way. Maximum tributary load to a member shall not exceed the equivalent of that occurring from a 10'x10' opening in a 15' tall wall for a header or king stud. 4. Manufactured support frames and curbs using hot rolled or cold-formed steel (i.e., light gauge) for mechanical, electrical, or plumbing equipment weighing less than 2000# (equipment only) (connections of such frames to superstructure elements using welding will require special inspection as noted in selected item(s) for section 19, 19.1 and/or 19.2 of listing above). 5. Manufactured components (e.g., Tolco, Alfacon, B-Line, Alfacon, etc.) for mechanical, electrical, or plumbing hanger support and bracing (connections of such components to superstructure elements using welding will require special inspection as noted in selected item(s) for section 19, 19.1 and/or 19.2 of listing above). 6. TV Brackets, projector mounts with a valid listing (see DSA IR A-5) and recreational equipment (e.g., playground structures, basketball backstops, etc.) connections of such elements to superstructure elements using welding will require special inspection as noted in selected item(s) for section 19, 19.1 and/or 19.2 of listing above). 7. Any support for exempt non-structural components given in CBC Section 1616A.1.18 (which replaces ASCE 7-10, Section 13.1.4) meeting the following: 1) when supported on a floor/roof, $\leq 400\#$ and resulting composite center of mass (including component's center of mass) $\leq 4'$ above supporting floor/roof, 2) when hung from a wall or roof/floor, $\leq 20\#$ for discrete units or ≤ 5 plf for distributed systems.	X X X X X X X
	(Optional) List details for applicable exempt items:		



DSA-103 (Issued 8/1/2017)

List of Required Structural Tests & Special Inspections - 2016 CBC

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	Revised:	

(Optional) List details for applicable exempt items: