



Horizons

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state contractors board

August 2016



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HAVE A SUGGESTION FOR THE NEXT ISSUE?

Send us an e-mail and let us know!

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AVAILABLE ONLINE (click to view)

- [NSCB 2015-16 Strategic Plan](#)
- [Consumer brochures](#)
- [Contractor brochures](#)
- [NSCB Newsroom](#)
- [Residential Recovery Fund brochure](#)

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Message from Chairman Jan Leggett



As our fiscal year ends, the Contractors Board is extending its efforts to protect the health safety and welfare of the public while promoting confidence and integrity within the industry.

Conducting criminal background checks on all applicants, ensuring each licensee meets strict financial responsibility requirements and verifying a contractor has the necessary qualifications and experience for their trade of licensure, support our mission.

However, we are still faced with the threats posed to consumers by the underground economy of unlicensed contractors who can offer "too good to be true" deals that often place consumers at an unknowingly high risk of liability and loss of protection.

In the past year, our enforcement division has

created a fraud unit to more aggressively target those individuals and businesses who are placing consumers at the greatest risk; enhanced partnerships with local law enforcement on unlicensed contracting sting events; and increased the use of administrative law judges and industry experts in our investigations and disciplinary hearing processes.

Supporting each of these initiatives is our commitment to public education and outreach. As the Board celebrates its 75th anniversary this year, we knew the best way to give back and celebrate our successes was to partner with other state, local and community agencies to provide the public with resourceful, preventative and educational information on a variety of topics.

Since the beginning of 2016, the Board has hosted and participated in local events across the state focused on topics such as elder abuse prevention and scams, disaster preparedness, and public protection initiatives by various agencies. The remainder of this year will focus on planning an event that pays tribute to the contributions of the construction industry in educational environments, the state's economy and the community at large.

What's unique and one of the greatest attributes of the Contractors Board is its dedication to never settle for "pretty good." In the months leading up to the new fiscal year, our annual strategic planning process created an environment for Board members and executive staff to take an introspective look at our operations and discuss how Nevada's economic changes, trends in the industry and customer feedback influence the Board's mission and goals.

From these discussions, we have developed a roadmap for the coming year. We understand the importance of adaptation. We value the lessons learned through the challenges we face. We pride ourselves on the accomplishments and advancements we make through this process each year, while not losing focus on the opportunities that still lie ahead.

It is an honor to serve as chairman of an agency that is united in its mission and the outcomes I can report on demonstrate our commitment to public safety and the integrity of the industry. I hope you will join our excitement in the coming year as we embark on yet another robust agenda!

Message From Margi Grein, Executive Officer

As noted by Chairman Leggett, the Contractors Board makes a concerted effort each year to outline and implement strategies that are relevant to the construction environment in Nevada.

In concentrating on the future, however, we do not want to lose sight of the progress the industry and the Board made during the just-concluded fiscal year. While many of these improvements were internal - making our licensing, enforcement, outreach and processes more efficient, staff also accomplished a plethora of customer-facing tasks that will benefit homeowners and contractors alike.

Over the past 12 months, our Licensing Department has overhauled much of the application process. We have rewritten and clarified instructions and shortened the new license application form.

To make applying even easier, Licensing worked with the Public Information Office to create a brochure that helps applicants navigate the form. We soon hope to produce a short tutorial video for our website, as well.

The department also began working with Enforcement to conduct interviews with applicants with criminal history or related character concerns noticed by staff to determine whether a recommendation of denial is warranted. This effort



has aided in the approval of the majority of such applications, thus reducing the number of application denial hearings coming before the Board.

On the enforcement front, the Board spent the entire second half of the fiscal year investigating and processing over 130 claims to the Residential Recovery Fund related to Summerlin Energy Las Vegas, LLC.

High-profile workmanship and money-owing cases such as this led to greater public and media interest in the Board's activities. Our Public Information Office assisted in providing timely information to the media, which aided in the promotion of the Board's mission, available services it offers, and demonstration of the Board's efforts to protect the public.

Finally, the year saw the Board recommit itself to public outreach and information sharing with other agencies,

contractors and the public as we commemorated the Board's 75th anniversary.

Part of that celebration included renewed emphasis on informing Nevada's seniors and homeowners of the many services in the state that offer protection from fraud, crime, abuse and financial difficulties.

Much of this focused on the Board's protections, such as the Residential Recovery Fund, unlicensed contractor investigations and contractor panel discussions, as well as extensive media appearances on which we explain the Board's role and services.

We also updated and redesigned our "Residential Recovery Fund," "How to File a Complaint," "Ready, Set, Hire" and "Seniors Guide to Identifying Scams & Seeking Assistance" brochures.

It has been a busy year, and we are not slowing down! Many of the initiatives I have outlined above will continue for the foreseeable future.

For instance, we will never rest until the public safety threat presented by unlicensed contracting is eradicated from out state, nor will our commitment to providing timely assistance to seniors and homeowners in need waver.

We will continue to work with the industry on these initiatives as we fulfill our quest to remain a model regulatory agency.

Margi Grein

Licensing

NSCB's Licensing Department is responsible for processing license applications and ensuring all necessary qualifications are met. Applicants are encouraged to attend a free Business Assistance Program offered twice a month by the Board, which guides applicants through key areas of the application, experience qualifications, and exam and bonding requirements.

Quarter 4 Statistics

- New License Applications 391 (-13%)
357 Approved; 23 Tabled, or Denied
- Licenses Issued: 303 (+21%)
- License Change Applications: 834 (+2%)
- Placed on Inactive Status: 52 (-32%)
- Voluntary Surrender: 78 (+13%)
- Active License Renewals: 1,820 (+4%)
- Inactive License Renewals: 75 (-19%)
- Licenses Suspended (no bond): 163 (-8%)
- Licenses Canceled: 149 (-51%)
- Application Denial Hearings 21 (+31%)
- Financial Reviews Opened 150
134 Approved by Staff
- Financial Responsibility Hearings 10 (-17%)

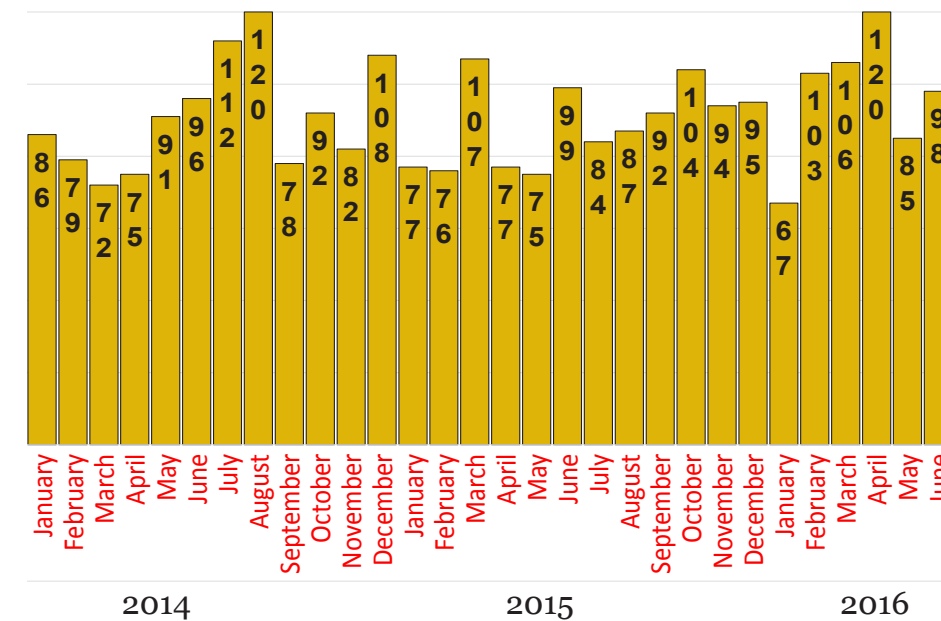
Fewer, shorter denial hearings

During the year, NSCB staff made changes to the application denial process that resulted in 15 percent fewer denial hearings than last year.

Many of the changes involved communication with applicants regarding the hearing process through the official notice:

- Providing each denied applicant a Statement of Obligations and Rights
- Rules for timely submission and submittal of supplemental information and evidence
- Changes to the format and duration of hearings
- Clearer statements of the findings and why applications are denied.
- Pre-denial interviews with applicants flagged for character issues

New Licenses Issued



Board creates highrise TI license

After a series of workshops, public hearings, and discussions with legislative and industry representatives, the Board implemented a B-6 subclassification on December 30, 2015, allowing for tenant improvement work in high rise buildings (over three-stories high).

Enforcement - Licensed Contractors

NSCB's Compliance Investigations Department assists homeowners and licensed contractors with contracting matters, such as workmanship issues, money owing complaints and violations of industry regulations.

Compliance Complaints Filed

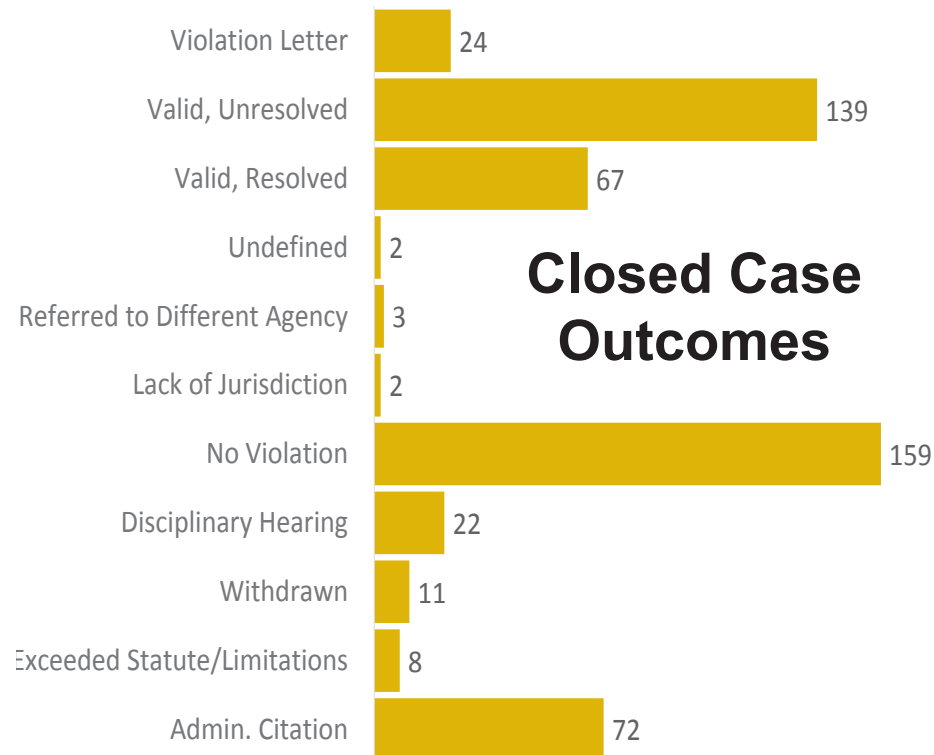
	Money Owing					Workmanship					Industrial Regulation				
	FY2012	FY2013	FY2014	FY2015	FY2016	FY2012	FY2013	FY2014	FY2015	FY2016	FY2012	FY2013	FY2014	FY2015	FY2016
JUL	42	22	19	22	18	52	48	54	60	54	53	87	73	90	76
AUG	47	23	30	36	17	69	48	43	60	71	108	87	72	73	69
SEPT	43	30	21	20	15	57	45	61	68	53	70	95	42	68	66
1st Qtr:	132	75	70	78	50	178	141	158	188	178	231	269	187	231	211
OCT	56	47	27	30	23	64	53	38	53	85	84	84	66	68	76
NOV	60	33	21	12	30	37	58	24	50	52	90	67	64	63	56
DEC	44	19	22	18	20	46	34	55	42	48	84	80	57	65	49
2nd Qtr:	160	99	70	60	73	147	145	117	145	185	258	231	187	196	181
JAN	53	42	22	25	29	42	38	32	52	43	74	103	69	64	59
FEB	53	36	17	20	22	33	32	48	71	100	87	100	62	78	104
MAR	41	31	29	27	23	31	48	44	63	64	88	71	59	65	68
3rd Qtr:	147	109	68	72	74	106	118	124	186	207	249	274	190	207	231
APR	44	26	30	35	12	36	45	47	51	72	81	95	71	87	53
MAY	39	27	27	30	20	36	47	55	48	68	83	72	80	90	81
JUN	31	23	32	32	10	48	45	57	66	67	83	62	78	76	97
4th Qtr:	114	76	89	97	42	120	137	159	165	207	247	229	229	253	231

QUARTERLY STATISTICS

480 opened complaints
 207 Workmanship
 42 Money Owing
 231 Industry Regulation

509 Closed complaints
 62 administrative citations
 \$55,100 in fines
 \$23,789 investigative costs

22 Cases to hearing
 9 licenses revoked
 \$58,300 in fines
 \$23,889 investigative costs



Enforcement - Unlicensed Contractors

NSCB's Criminal Investigations Division responds to all unlicensed contractor complaints. After gathering evidence, the Board submits cases to the district attorney, who may file and prosecute misdemeanor, gross misdemeanor or felony charges.

Violation Types

	Contracting Without a License					Criminal Fraud					Unlawful Advertising				
	FY2012	FY2013	FY2014	FY2015	FY2016	FY2012	FY2013	FY2014	FY2015	FY2016	FY2012	FY2013	FY2014	FY2015	FY2016
JUL	60	84	55	58	93	3	4	3	0	7	36	46	45	70	83
AUG	93	76	65	64	71	1	6	1	0	3	47	37	25	44	39
SEP	46	37	52	67	78	3	0	1	0	2	36	43	36	56	64
1st Qtr:	199	197	172	189	242	7	10	5	0	12	119	126	106	170	186
OCT	55	73	56	77	83	5	1	0	1	3	48	30	35	67	37
NOV	38	47	63	49	60	1	5	0	3	1	22	14	30	50	24
DEC	46	36	36	82	52	1	1	0	2	3	28	21	20	32	18
2nd Qtr:	139	156	155	208	195	7	7	0	6	7	98	65	85	149	79
JAN	43	53	68	72	67	0	0	0	0	3	29	57	40	48	36
FEB	53	61	60	91	64	3	3	0	1	26	54	43	56	52	26
MAR	69	55	81	104	60	0	3	0	2	14	40	30	38	41	13
3rd Qtr:	165	169	209	267	191	3	6	0	3	43	123	130	134	141	75
APR	84	89	62	112	73	1	2	0	2	4	54	29	99	89	40
MAY	75	67	74	71	66	4	0	0	1	12	46	47	84	54	29
JUN	85	69	86	130	64	2	2	2	0	4	67	47	44	67	34
4th Qtr:	244	225	222	313	203	7	4	2	3	20	167	123	227	210	103

Repeat offender pleads guilty to felony charges

Since 1994, Michael Delbridge, the subject of numerous and lengthy Board investigations for allegations of posing as a licensed contractor, obtaining funds under false pretenses, diversion of funds and victimizing vulnerable persons after contracting for construction projects under the names "Southwest Construction," "Roadrunner Construction," and "Michael Delbridge Construction," pleaded guilty in April to felony charges of engaging in business without a license.

Delbridge received a suspended sentence of 12 to 48 months at a hearing in August. The Clark County District Attorney's Office submitted five cases, obtained a felony conviction that includes probation, restitution to the victims and community service. Since Delbridge's plea in District Court, NSCB has received five additional complaints, including one contract after his court appearance.

QUARTERLY STATS

328 Opened Complaints
 203 Contracting without a License
 103 Unlawful Advertising
 20 Criminal Fraud

323 Closed Complaints
 12 Administrative Citations
 41 Criminal Citations Issued
 30 Criminal Charges Filed

95 Criminal convictions recorded
 73 Misdemeanor
 13 Gross Misdemeanor
 9 Felony

64 Cease and Desist Orders

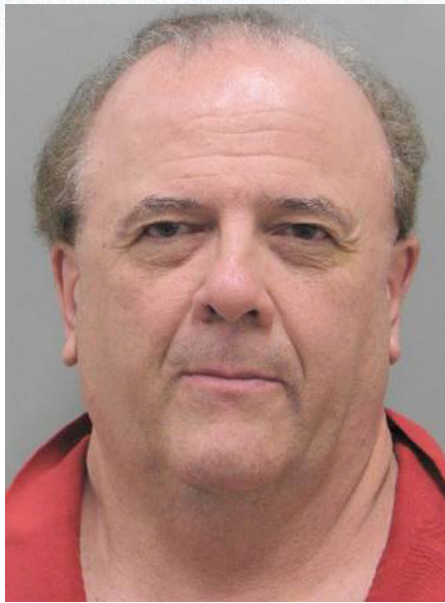
Pending cases: 1,360

Unlicensed contractor awaits trial

A chronic unlicensed contractor and former member of the Nevada State Contractors Board's "10 Most Wanted" list is awaiting a hearing in Henderson Municipal Court on felony charges of defrauding an elderly Henderson woman.

Henderson police arrested Thomas Fico, 59, of Las Vegas in mid-April in connection with the exploitation of the 95-year-old military veteran. Prosecutors allege Fico scammed the woman out of nearly \$100,000.

According to investigators, Fico gained the woman's trust by performing a few unlicensed landscaping jobs over a six-month period. During the time he spent in her home, he helped himself to the victim's checkbook, writing several checks



THOMAS FICO

to himself and deposited them into his personal accounts. In addition to the check-writing, the landscaper also coerced her into becoming the executor of her will, police said.

Fico was arrested outside of his Las Vegas home and booked in the Henderson Detention Center, where he faces five felony charges of theft, exploitation of an older/vulnerable person and forgery.

The police investigation revealed there may be additional victims, which would not be surprising given Fico's history. Court records indicate his long history of theft, embezzlement and other scams related to his unlicensed landscaping operation dating to at least the year 2000.

A 2006 Contractors Board investigation led to Fico's conviction and sentencing to up to six years in prison for theft, diversion of funds and obtaining money under false pretenses.

Victims receive compensation

In May, the Nevada State Contractors Board awarded nearly \$160,000 to homeowners damaged by licensed contractors. Twelve homeowners came before the May 18 meeting of Residential Recovery Fund Subcommittee seeking financial recourse after licensed contractors they hired abandoned their construction projects or performed substandard work. The average claim awarded was approximately \$13,300.

Nearly \$100,000 of the awarded funds were granted to five homeowners whose projects were abandoned by Reno Sunrooms, Inc. In every case,

Reno Sunrooms, Inc. failed to perform any work on the projects after receiving 40 to 100 percent of the contract funds in advance. The Board had revoked Reno Sunrooms' license number 49308 at its February 2, 2016 meeting, paving the way for the damaged homeowners to file their claims for recompense from the Residential Recovery Fund.

"The Residential Recovery Fund is such a valuable resource for homeowners of single-family residences who hire licensed contractors," said NSCB Executive Officer Margi A. Grein. "It can be a difficult

and stressful process to entrust your safety, home, and financial resources to a licensed contractor, but knowing the Board offers financial recourse in the event your licensed contractor does not fulfill their contractual obligations provides added protection you would otherwise be without."

The Residential Recovery Fund was established by the Nevada Legislature in 1999. It offers protection to Nevada owners of single-family residences who conduct business with licensed contractors for

See *RECOVERY*, page 9

Subs' information required on contracts

Nevada Administrative Code 624.640(5) mandates that all contractors must include their license numbers and monetary limits on all contracts into which they enter. The Nevada State Contractors Board has seen a recent trend in missing subcontractors' information on contracts prepared by their general contractors.

Each individual contractor – not the project owner, higher-level contractor or anyone else preparing the contract – is responsible for ensuring his or her company information is present on contracts. Failure to include the information is subject to an administrative fine.

The Board advises subcontractors not to sign contracts

that do not include their license numbers or monetary limits. It is permissible to handwrite the figures on the contract.

For questions regarding contractor licensing or enforcement of Nevada Revised Statutes Chapter 624 and NAC Chapter 624, contact the Contractors Board at 702-486-1100 or 775-688-1141.

Contractor convicted of diversion of funds

On June 29, as the result of an NSCB investigation, former Nevada licensed contractor Richard Knudson was convicted of diversion of funds, a gross misdemeanor. Under a plea agreement, his one-year jail sentence was suspended. He will serve three years on probation and is required to pay \$250,000 to reimburse the Board's Residential Recovery Fund and pay for investigative costs.

NSCB investigated Knudson in late 2014, after receiving allegations his company, Creative

Interior Solutions, had abandoned projects. His license was revoked at a July 2015 disciplinary hearing.

The investigation revealed that Knudson was using payments received from clients and deposited into the business's accounts to pay for personal expenses such as residential utility bills, groceries and rent. The Board documented 15 cases of diversion of funds.

Knudson's victims received a total of \$225,640 from the Residential Recovery Fund.

RECOVERY from page 8

the performance of any construction, remodeling, repair or improvement. An owner must occupy the residence to qualify. An applicant's eligibility to receive funds is determined after an investigation is conducted by NSCB. Contractors

are required by law to provide information to a homeowner regarding the Residential Recovery Fund upon establishment of a residential contract with the homeowner. To be considered for the Fund, a complaint must be filed with NSCB within four years after the completion of work.

Measure Up...Use Licensed Contractors

Southern Nevada (702) 486-1100	Northern Nevada (775) 688-1141
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Nevada State Contractors Board

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Nevada Licensed Contractor!*



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Background Disclosures

Financial Documents (credit reports)

References & Resume Requirements

Secretary of State Registration

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Reno

3rd Friday of the Month*

9 a.m. to 11:00 a.m.

9670 Gateway Drive, Suite 100

Contact: Diana Wallace

(775) 688-1141, Ext. 7836

diwallace@nscb.state.nv.us

Henderson

4th Friday of the Month

9 a.m. to 11:00 a.m.

2310 Corporate Circle, Suite 200

Contact: Lisa Bedsole

(702) 486-1100, Ext. 1120

lbedsole@nscb.state.nv.us

EDITOR'S NOTE: The Nevada State Contractors Board has prepared a guide for Nevadans in need of emergency repairs. Contractors are encouraged to print the article below to educate homeowners of the advantages in hiring licensed contractors when disaster strikes.

Disaster Preparedness For Nevada Homeowners

Southern Nevada is uniquely vulnerable to a variety of natural and man-made disasters. From wildfires, flash floods, high winds and earthquakes to vandalism, human error and terrorism, severe property damage can occur at any moment and with no warning.

While disaster may be unavoidable, proper preparation and a viable action plan can help property owners avoid becoming victimized again when contracting for emergency home repairs.

The Nevada State Contractors Board warns that unscrupulous and unlicensed individuals take advantage of homeowners in the wake of catastrophe – when they are most vulnerable.

Major damage to your home creates an emotional situation and makes you a tempting target for scam artists or unqualified individuals looking to make a quick buck. It's understandable that you want to get your house fixed as quickly as possible, but it's important not to rush to judgment, be pressured into overpaying for renovations or agreeing to unnecessary repairs.



To best prepare for the aftermath of a disaster, begin your research now into at least three contractors in each trade you may need (HVAC, electrical, roofing, plumbing, etc.) Keep this list handy, and refer to it in the event of emergency.

Licensed contractors have demonstrated competence in their trades, legal knowledge and financial wherewithal, and have undergone a background check among other requirements. By hiring licensed Nevada contractors, the full au-

thority of the Board is at your service. We can investigate complaints, order corrections to substandard work, and in some cases even provide compensation through our Residential Recovery Fund if a project goes wrong.

The Recovery Fund offers financial recourse up to \$35,000 to Nevada homeowners whose single-family primary residence is damaged by a licensed contractor for the performance of any construction, remodeling, repair or improvement.

Board disciplines contractors

During its April, May and June hearings, the Nevada State Contractors Board took action against several licensed contractors for violations of Nevada Revised Statutes Chapter 624.

D & T Design Contractors, LLC., license number 79935 (residential and small commercial) based out of Las Vegas, Nev., was found in violation for aiding or abetting an unlicensed person, willful disregard of the state's building laws, failure to include the license number or monetary limit on a bid or contract, and acting beyond the scope of the license. The license was suspended. Licensee was fined \$2,550. Investigative costs will be assessed at the May 18, 2016 hearing.

K-1 Construction, Inc., license number 66560 (residential and small commercial) based out of Las Vegas, Nev., was found in violation for willful disregard of state laws regarding industrial insurance, failure to establish financial responsibility, failure to include the license number or monetary limit on a bid or contract, bidding in excess of the monetary limit, and failure to comply with a written request from the Board. The license was revoked. Licensee was fined \$6,200 and assessed investigative costs.

Westwood Group, Inc., license number 72093 (residential and small commercial) based out of Las Vegas, Nev., was found in violation for misrepresentation of a material fact, failure to establish financial responsibility, acting beyond the scope of the license, and contracting while the license was inactive. The license was revoked. Licensee was fined \$6,500 and assessed investigative costs.

Re-New Tech, Inc., dba Efficient Air Conditioning, license number 69445 (air conditioning, sheet metal, maintenance) and **Re-New Tech, Inc., dba Roof Repair Experts**,



license number 70495 (roofing and siding) based out of Las Vegas, Nev., were found in violation for failure to pay for materials or services, failure to establish financial responsibility, and failure to comply with a written request from the Board. The licenses were revoked. Licensee was fined \$5,000 and assessed investigative costs.

Eric Louis Holman, dba Building Innovation, license number 75391 (carpentry and repairs) based out of Reno, Nev., was found in violation for contracting on an inactive license, contracting beyond the scope of the license, failure to provide a homeowner information regarding the Board's Residential Recovery Fund, failure to include the license number or monetary limit on a bid or contract, and failure to establish financial responsibility. The license was revoked. Licensee was fined \$2,700, ordered to pay restitution, and assessed investigative costs.

Northshore Construction and Roofing, Inc., license numbers 66470A (roofing) and 68033A (residential and small commercial) based out of Incline Village, Nev., was found in violation for diversion of funds, failure to pay for materials or services, failure to establish finan-

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DISCIPLINE from page 12

cial responsibility, failure to keep in force a bond or cash deposit, failure to include the license number or monetary limit on a bid or contract, failure to provide a homeowner information regarding the Board's Residential Recovery Fund, constructing or repairing a mobile home without proper licensure, and failure to respond to a written request by the Board. The licenses were revoked. Licensee was fined \$3,450 and assessed investigative costs.

Armor Building Corporation, license number 68274 (carpentry) based out of Carson City, Nev., was found in violation for failure to obtain a building permit and contracting beyond the scope of the license. Licensee was fined \$500, ordered to pay restitution, and assessed investigative costs. If fines and costs are paid within 120 days, the license will be voluntarily surrendered. If the deadline is not met, the license will be revoked.

Nevada Delta Mechanical, Inc., license number 72999 (plumbing), and **Delta Mechanical, Inc.**, license numbers 53330 (plumbing), 75345 (air conditioning) and 80398 (drywall), based out of Mesa, Ariz., were found in violation for failure to pay for materials or services and failure to establish financial responsibility. The license was placed on probation.

M.J. Construction Co., license number 49337 (general building) based out of Las Vegas, Nev., was found in violation for aiding and abetting an unlicensed person and failure to include the license number or monetary limit on a bid or contract. Licensee was fined \$2,050 and assessed investigative costs. The monetary limit was reduced to \$2.3 million.

Alerra Construction, Inc., license number 73103 (plumbing and heating) based out of Las Vegas, Nev., was found in violation for abandonment of a construction project, failure to establish

NEVADA STATE CONTRACTORS BOARD
Southern Nevada 2310 Corporate Circle, Ste. 200 Henderson, NV 89074
Northern Nevada 9670 Gateway Drive, Ste. 100 Reno, NV 89521

Unlicensed Contractor Hotline
Las Vegas 702-486-1160 (ph.) 702-486-1166 (fax)
Reno 775-850-7838 (ph.) 775-850-7854 (fax)

24-Hour License Verification
702-486-1100 or 775-688-1141 (Information Line)
www.nscb.state.nv.us

financial responsibility, failure to comply with a notice to correct, failure to include Residential Recovery Fund in a contract, contracting beyond the scope of the license, substandard workmanship, failure to comply with a request from the Board and failure to supply a list of subcontractors and suppliers. The license was revoked. Licensee was fined \$15,000, assessed investigative costs and ordered to pay restitution.

Triple R Construction, LLC, license numbers 74770 (residential and small commercial) and 75394 (electrical) based out of Las Vegas, Nev., was found in violation for failure to cooperate with a Board investigation and failure to comply with a request from the Board. Licensee surrendered license no. 75694. License no. 74770 was suspended pending review of a financial statement and change of officer application. Licensee was fined \$350 and assessed investigative costs.

Quality Electric & Solar, LLC, dba QES, license number 79694 (electrical) based out of Henderson, Nev., was found in violation for abandonment of a construction project, failure to comply with the terms of a contract, failure to pay for materials or services, failure to establish financial responsibility, failure to include the license number or limit on a bid or contract and failure to comply with a notice to correct. The license was revoked. Licensee was fined \$14,000, assessed investigative costs and ordered to pay restitution.



Nevada State Board of Architecture, Interior Design and Residential Design

2080 East Flamingo Road, Suite 120, Las Vegas NV 89119
Telephone: (702)486-7300 Fax: (702)486-7304
E-mail: nsbaidrd@nsbaidrd.nv.gov Website: nsbaidrd.org

June 2016
Clarification of the Contractor's Exemption
Page 2 of 2

NOTICE

June 2016

To: Contractors Licensed Pursuant to Chapter 624 of Nevada Revised Statutes

From: Nevada State Board of Architecture, Interior Design and Residential Design

Re: Clarification of the Contractor's Exemption

The Nevada State Board of Architecture, Interior Design & Residential Design is responsible for protecting the health, safety, and welfare of the public by assuring the quality of the built environment. This letter is provided to you, a contractor licensed pursuant to NRS 624 to ensure compliance with Chapter 623 of Nevada Revised Statute (NRS 623), which governs the practice of architecture, interior design, and residential design.

Contractors licensed under the laws of the state of Nevada are exempt from certain provisions of NRS 623, if they prepare their own drawings for their own construction activities and meet the code requirements set forth by the building department. Since a contractor is only allowed to provide drawings under the specific guidelines of this exemption, it is important that you, the contractor, understand the exemption. It reads as follows:

NRS 623.330(1) (d) Exemptions; civil and criminal liability

1. The following persons are exempt from the provisions of this chapter:

- (d) **A contractor licensed pursuant to the provisions of chapter 624 of NRS who provides his own drawings for his own construction activities.**

Your own drawings as defined in NAC 623.0195 means: *For the purposes of paragraph (d) of subsection 1 of [NRS 623.330](#), the Board interprets the phrase "his or her own drawings" to include only drawings prepared by a contractor or an employee of the contractor. This means that the employee must be a W-2 employee and not hired on a 1099 contract basis, as that would be in conflict with the intent of the exemption in NRS 623.*

After you have prepared drawings for a client that hired you to design and build a project, can the client hire a different contractor to build the project using your drawings?

The answer is no. Those drawings are your property! The client cannot shop bids using drawings you prepared for the purpose of building the project because this is not the intent of the contractor's exemption.

How can you prevent this from happening to you? Include language in your agreement with the client that the plans belong to you and may **only** be used by you for your own construction activities.

If you prepare a set of architectural plans knowing that the project will be built by someone else, you are considered to be practicing unlicensed architecture and in violation of NRS 623 as follows:

NRS 623.360 Prohibited acts; penalties; injunctive relief.

1. It is unlawful for any person to:

NRS 623.360.1(a) Hold himself out to the public or solicit business as an architect, registered interior designer or residential designer in this state without having a certificate of registration or temporary certificate issued by the Board.

NRS 623.360.1(b) Advertise, put out any sign, card or other device which indicates to the public that he is an architect, registered interior designer or residential designer or that he is otherwise qualified to:

- (1) Engage in the practice of architecture or residential design; or
- (2) Practice as a registered interior designer, without having a certificate of registration issued by the Board.

NRS 623.360.1(c) Engage in the practice of architecture or residential design or practice as a registered interior designer without a certificate of registration issued by the Board.

NRS 623.365 states that in addition to any other civil penalty provided by law, a person who violates any provision of NRS 623 or any regulation adopted by the board is subject to a civil penalty of not more than \$10,000 for each violation.

Another thing to be aware of is that a general building contractor shall not prepare drawings for the following specialties: plumbing, electrical, refrigeration and air conditioning, or fire protection unless you hold a specialty license.

Finally, your drawings must be consistent with industry standards. If you submit drawings to the building department and it is determined that the drawings are substandard, you will have to use the services of an appropriate design professional such as an architect, residential designer, registered interior designer, or engineer.

Please share the information in this letter with anyone in the industry that it may pertain to.

We are available to provide education and assistance to you regarding the exemption in NRS 623.330.1(d). If you have any questions or concerns regarding the architectural services that your business is providing, please contact us for further clarification at (702) 486-7300.

Sincerely,

Nevada State Board of Architecture,
Interior Design & Residential Design



NSCB Industry Bulletin



FOR IMMEDIATE RELEASE
August 24, 2016

CONTACT: Jennifer Turner
Public Information Officer
(702) 486-1111

Scott Smith
Public Information Specialist
(702) 486-1165

LAS VEGAS CONTRACTOR TRAINING DAY SET FOR SEPT. 13 4th Annual Seminar Focuses on Construction & Labor Laws

HENDERSON, Nev. – The Nevada State Contractors Board is hosting its fourth annual FREE Contractor Training Day in Las Vegas on Tuesday, September 13, 2016 from 8:30 a.m. to noon. The seminar will feature presentations dealing with common legal and labor issues facing businesses in the construction industry. The half-day event will be held at the **Clark County Building Department, 4701 Russel Road, Las Vegas, NV 89119.**

AGENDA

8:30 a.m. – Doors Open

8:45 – 10:15 a.m. – Liens and Contract Law

Liens can be a complicated process without proper legal counsel. This session was designed to help guide contractors through the ins and outs of legally filing a lien. Other topics may include the recently enacted retention law and other issues encountered in the contract process.

Speaker

Richard Peel, Peel Brimley, LLP

10:30 a.m. – Noon – Issues in Labor and Employment Law

There are several factors in labor and employment law that can affect a business and its operations. From avoiding sexual harassment claims, to complying with e-Verify and workers' compensation requirements, to employer responsibilities concerning organized labor and other situations facing Nevada contractors, this presentation will provide a thorough overview of how you can stay in compliance and what to do if you find yourself in unfavorable circumstances.

Speaker

Mark Ricciardi, Fisher & Phillips, LLP

To attend Contractor Training Day, contact Scott Smith at (702) 486-1165 or SSmith@nscb.state.nv.us.

Continued Education & Training

Technology has changed the way different industries operate. It has even changed the construction industry. In order to keep up with changing technology and information, it has become a necessity to continually seek training and education. If you are interested in furthering your education and training your employees, please click on links to various OSHA safety, construction and computer courses. Links will direct you to various educational institutions located in Northern and Southern Nevada. Contact information will be listed, so please direct any questions regarding the courses to the educational institutions.

Southern Nevada

College of Southern Nevada

[CSN Course Schedule \(.pdf\)](#)

**Please Note: The CSN Course Schedule link is a PDF document. The following pages and categories are listed for your convenience. Note, too, that some courses may require prerequisites.*

Air Conditioning Technology - pg. 5

Computer Office Technology - pg. 31

Building Information Modeling - pg. 7

Fire Protection - pg. 62

Building Codes, pg. 7, pg. 16

Geographic Information Systems - pg. 65

Construction Technology - pg. 20

Mechanical Technology, pg. 85

Computer Aided Drafting/Design - pg. 22

Sustainable Construction - pg. 110

Construction Management - pg. 31

General Inquiries Contact: (702) 650-2276

OSHA Safety Courses
<http://tinyurl.com/6pa9vyx>

Computer Courses
<http://tinyurl.com/6twzcuq>

Computer Basics
<http://tinyurl.com/6wubnmm>

Contact:
OSHAOTIEC@csn.edu or
1 (877) 651-OSHA

Contact:
DWED@csn.edu
(702) 651-4747

Contact:
DWED@csn.edu
(702) 651-4747

Northern Nevada

Truckee Meadows Community College

Safety and Training Courses: <http://tinyurl.com/7m226hq>
contact: salquist@tmcc.edu or (775) 857-4958

Computer Courses: <http://tinyurl.com/7jdvmmr>
Contact: wdce@tmcc.edu or (775) 829-9010

TMCC Course Schedule

***Please Note:** This link is a PDF document. The following pages, categories and phone numbers are listed for your convenience. Some courses may require prerequisites. For information, call (775) 673-7000..

Air Conditioning Courses - pg. D-191

Architecture - pg. D-196

Building Inspection - pg. D-205

CADD - pg. D-209

Computer & Office Technology - pg. D-211

Construction - pg. D-215

Electrical Technology - pg. D-234



Great Basin College

Course catalog **General Inquiries Contact** (775) 738-8493

Great Basin College offers several courses of interest to Nevada's contractors:

Computer Aided Drafting & Design

Electrical Theory

Industrial Millwright Technology

Geographic Information Systems

Computer Office Technology

Welding

Western Nevada College

Course Schedule: <http://www.wnc.edu/academics/catalog/all/>

Courses of interest to contractors include:

Air Conditioning

Applied Industrial Technology

Building Codes and Inspections

Computer Aided Drafting Design

Construction Management and Trade Courses

Geographic Information Systems

Computer Applications/Internet Courses

Photovoltaic and Alternative Energy Courses

Contact: info_desk@wnc.edu or (775) 445-3000



Nevada Contractor's Checklist



The following information is provided to help Nevada Contractors work within the law. For full text of laws that affect contracting in Nevada, see The State of Nevada "State Contractors Board Handbook," Chapter 624 of the Nevada Revised Statutes and Chapter 624 of the Nevada Administration Code. Contact the Nevada State Contractors Board for a copy.

- Always make sure license number and monetary limit is on all contracts or bids. NAC 624.640(5)
- Keep your bond current. NRS 624.270
- Check to ensure that licenses or persons with whom you contract are valid and active. NAC 624.650
- Be sure name of business under which contractor is contracting is the same as the license number. NRS 624.305
- Be sure the amount of the bid or contract is within the monetary limit of the contractor. NRS 624.3015(2)
- Be sure that the contract is within the scope of work/license classification. NRS 624.3015(3)
- Know what you are contracting for, verify terms of the contract, and comply with terms of the contract. NRS 624.3013(1)
- If it is not in your written contract, it doesn't exist. Make sure all change orders are in writing and signed by all parties. NRS 624.3013(1)
- Include Residential Recovery Fund Disclosure on all residential contracts. NRS 624.520
- Provide customers with required Notice to Owner Disclosure. NRS 624.600(1)(2) and (3) as described in NAC 624.693 & NAC 624.6932
- Make sure your license number is on all business advertisements, including vehicles, business cards, letterhead, signage, directories, newspapers, website, etc. NRS 624.720
- Always make sure license number and monetary limit is on all contracts or bids. NAC 624.640(5)
- Your license number should be approximately 1 1/2 inches on your motor vehicle. NRS 624.288
- If your address or other pertinent information about the business changes, notify Contractors Board in writing within 30 days. NAC 624.640(3)



206* Reasons for Fall Protection (It's A Snap!)



U.S. DEPARTMENT OF LABOR

OCCUPATIONAL SAFETY & HEALTH ADMINISTRATION

*BONES IN THE HUMAN BODY