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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 2012-13 Strategic Plan](#)
- [Consumer brochures](#)
- [Contractor brochures](#)
- [NSCB Newsroom](#)
- Residential Recovery Fund brochure - NEW TOOL FOR CONTRACTORS

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Message from Chairman Guy M. Wells



There's a reason Thanksgiving and Veterans Day are held in the same month. I was reminded of this when I had the honor of presiding over a recognition ceremony for Nevada State Contractors Board employees who served in our country's military.

Considering the adversity our state and our industry have been enduring over the last few years, it would be easy to think we have little for which to give thanks. The economic downturn has forced us to make difficult decisions that negatively impacted our employees and our businesses.

Veterans Day comes at a perfect time to allow us to express our gratitude for the courageous sacrifices they and their families have made

in the name of freedom.

It also forces us to reflect on our lives and blessings we have received. The setbacks we have endured during the Great Recession pale in comparison to veterans' plights.

In serving our country, veterans often spend months away from their families to keep our families safe. They endure deprivations so that we may enjoy the bounty the United States offers. They put up with oppressive conditions that we may freely live our lives.

When we compare their willingness to bear up under these conditions, our personal and financial hardships don't seem so bad after all. We all truly do have a lot to be thankful for.

Let's give thanks that America breeds people with the fortitude, pride and sense of purpose to suffer and fight for the ideals we all hold sacred.

Let's also view our problems in the proper perspective. The freedoms our veterans have helped preserve for centuries give us confidence that we will once again prosper. Like the nation, the Nevada construction industry is resilient. Plenty of challenges remain.

But with challenge comes opportunity. I invite all of Nevada's licensed contractors to join me in counting our blessings this holiday season, determining to meet our challenges head-on and looking for opportunities to make our community, our country and our industry better in the coming year.

Those NSCB employees we honored on Veterans Day and all America's service men and women deserve our thanks and devotion, not just on Veterans Day and Thanksgiving, but every day.



Message From Margi Grein, executive officer



Some services the Nevada State Contractors Board provides licensed contractors and the community are obvious while others sometimes fly below the radar. In this quarter's message, I would like to highlight a couple of these additional services.

Among the most important is our Senior Awareness program. Seniors are often a vulnerable target of predators because of their trusting nature and financial resources earned over a lifetime of work. In this issue of Horizons, you'll read about a northern Nevada contractor who diverted money earmarked for construction materials, leaving his senior citizen victim with a bill for more than \$6,000 in addition to the \$71,000 paid for the project.

During October and November, NSCB staff presented

four senior events in Las Vegas, Henderson and Boulder City. These free discussions highlight a variety of scams perpetrated by unethical and unlicensed contractors who target seniors. The informal talks illustrate the signs that a repair or construction offer may not be on the level, and arms seniors with the tools and knowledge to help them protect themselves. It is the NSCB's intent to conduct these forums in every legislative district in Nevada over the coming year. We're always looking to increase our outreach to the community's seniors. Contractors who would like to suggest a venue for a future Senior Awareness event are invited to call. We also count on our licensed contractors to help us spread the word. Inform your senior citizen clients about the program and the importance of guarding against scams.

I encourage all seniors and their family members to attend these events. Contact Jennifer Turner at 702-486-1139 for information on upcoming events.

The Residential Recovery Fund is another tool at NSCB's disposal to encourage homeowners to use only reputable, licensed contractors.

Contractors, remember to provide homeowners the required information on the Recovery Fund. This is one of the easiest violations to avoid, but

the Board takes a zero-tolerance stance on non-compliance. It's \$100 out of your pocket for the first violation and \$250 for every violation thereafter. To help ensure you have minimal complications adhering to this requirement we have updated our brochure to include the mandatory language as outlined in statute. Simply print our brochure online or contact our office for hard copies to provide your customers. Print the language in every proposal and on every contract.

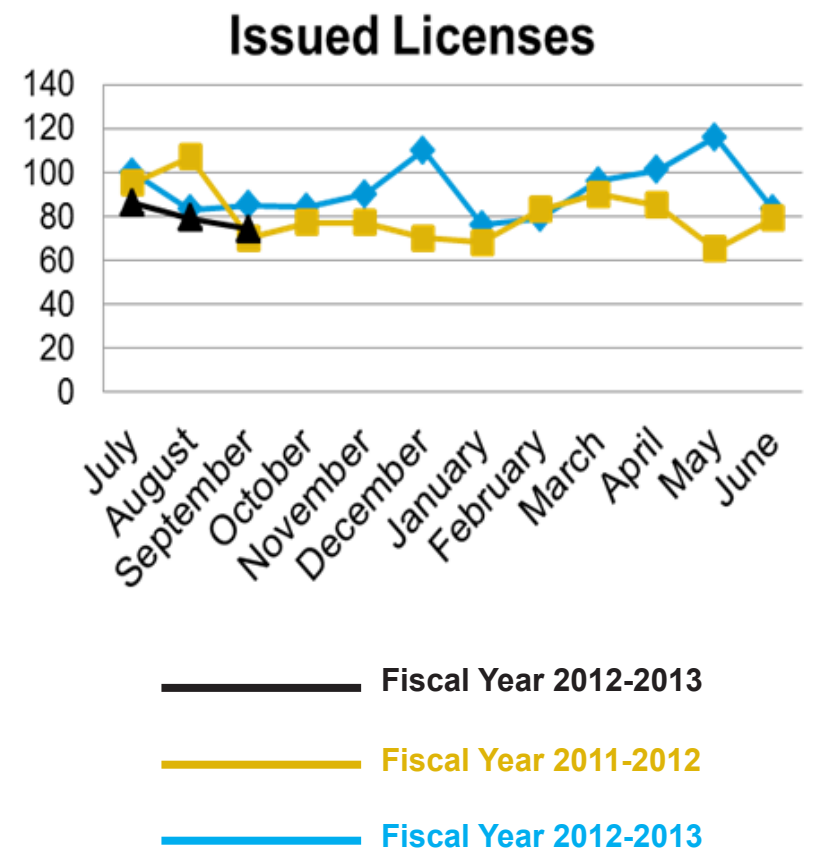
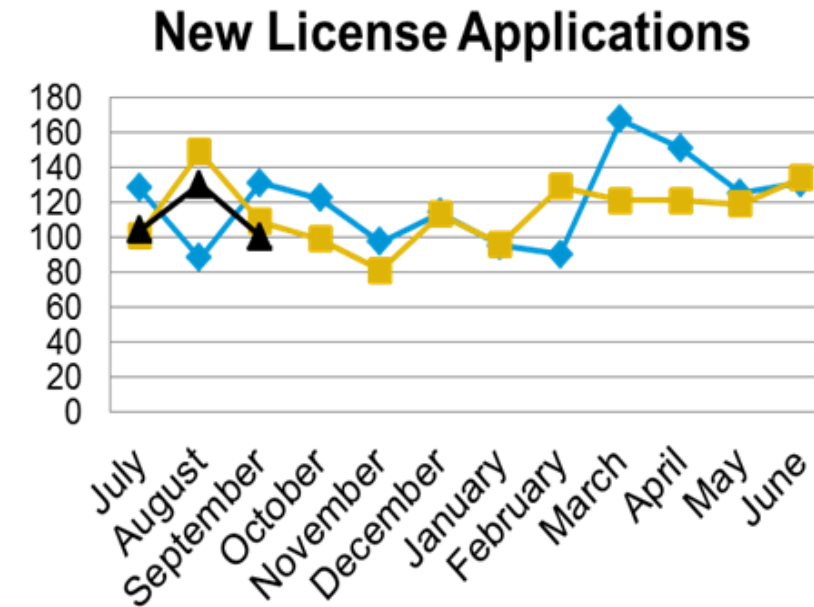
We're also stressing efforts to keep contractors better informed on the Board's initiatives and programs of interest to the industry. We'll be reaching out to construction associations to host seminars to educate industry representatives on our role and function and establish communication vehicles and messages between the Board and the industry. We also have plans to bring together industry representatives, building officials, attorneys and other stakeholders to discuss solutions to issues that affect contractors.

With that, I wish everyone happiness and prosperity as we celebrate the holiday season and close out the year. Please keep in mind that NSCB will not conduct a board meeting in December.

Margi A. Grein

Licensing

NSCB's Licensing Division is responsible for assisting individuals interested in obtaining a Nevada contractor's license, as well as processing license applications and ensuring all necessary qualifications are met.



The Nevada State Contractors Board's fiscal year began on July 1. As of September 30, 15,153 contractors' licenses remained active in Nevada, and 1,605 were deemed inactive. Active licenses decreased 4 percent year over year. For the first quarter of FY 2012-13, the Board approved 243 applications and tabled or denied 47 applications. The board approved 625 license change applications and tabled or denied 26.

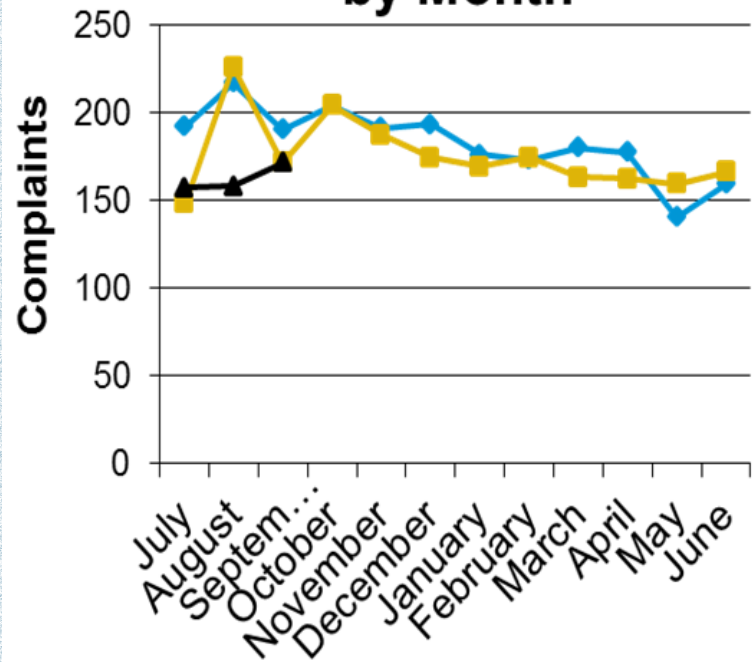
First Quarter Highlights (year over year)

- 334 new applications received, a 7 percent decrease.
- 239 new licenses issued, a 12 percent decrease.
- 773 license change applications received, an 8 percent decrease.
- 1,849 active licenses renewed, an 18 percent increase.
- 167 inactive licenses renewed, a 35 percent increase.
- 30 application denial hearings, a 20 percent increase.
- 108 licenses placed on inactive status, no change.

Enforcement - Licensed Contractors

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

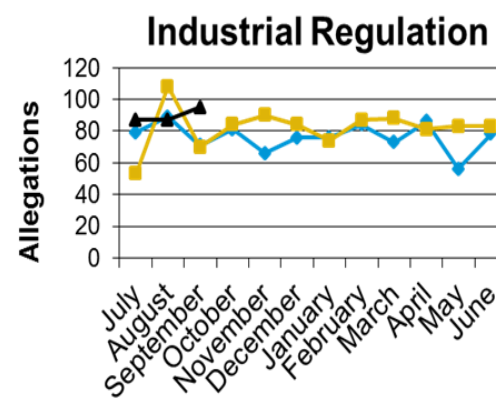
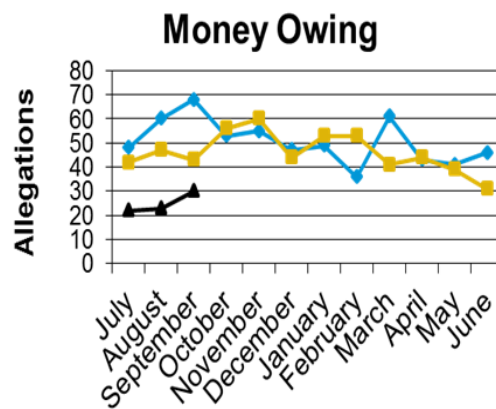
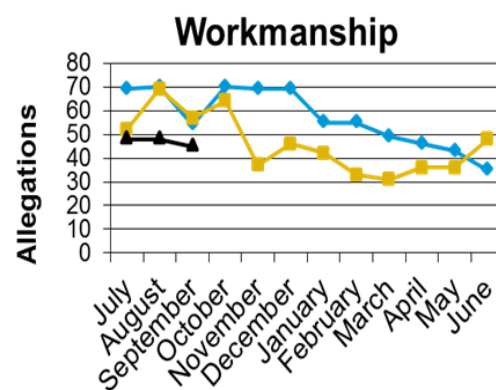
Compliance Complaints by Month



During the first quarter of fiscal year 2012-13, the Investigations Department opened 808 cases against licensed and unlicensed contractors. The department closed 750 cases during the quarter.

First Quarter Highlights

- 485 compliance cases opened against licensed contractors, an 11 percent decrease, year over year.
- 41 cases referred for disciplinary hearings; hearing officers revoked 28 licenses.
- 249 compliance cases closed as valid; 161 cases closed as invalid-no violation; 7 cases were closed as not within the statute of limitations.
- 89 administrative citations issued – fines totaled \$80,600; investigative costs totaled \$35,566.
- 2 Construction Defect requests received – one opinion pending.

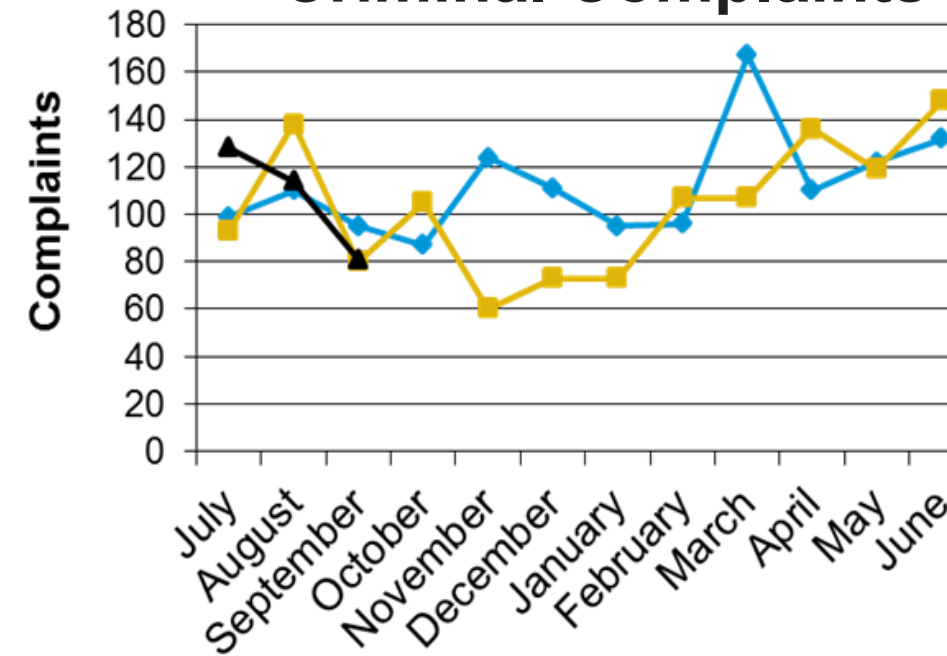


— Fiscal Year 2012-2013
— Fiscal Year 2011-2012
— Fiscal Year 2012-2013

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.

Criminal Complaints



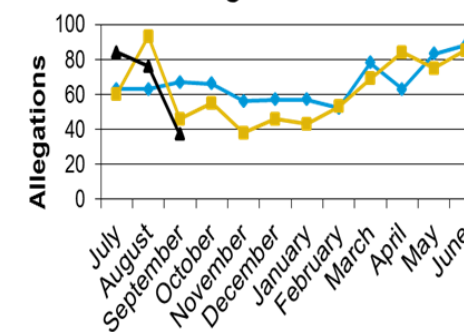
The NSCB Compliance Division investigates allegations related to money owing, workmanship, industry regulation, NRS 624, unlawful advertising, fraudulent or deceitful acts, misuse of license, working outside the scope of the license and bidding over the license's monetary limit.

Workmanship complaints are generally assigned to compliance investigators. All Board investigators have been cross trained to investigate industry regulation and money-owing complaints. The resolution of homeowner workmanship complaints is a priority for the Department.

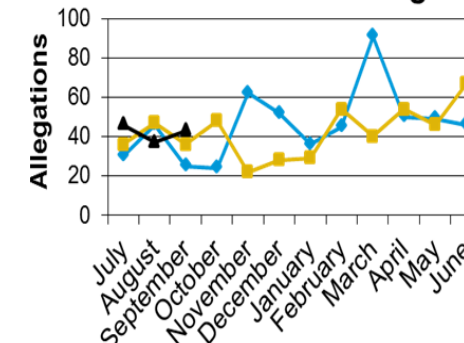
First Quarter Highlights

- 323 criminal cases opened against unlicensed contractors, a 4 percent increase year over year.
- 140 criminal cases closed as valid; 115 closed as invalid - no violation found.
- 118 criminal charges filed; 52 convictions recorded (generally from cases filed in previous periods).
- 83 criminal citations issued; 35 filings submitted to the district attorney.

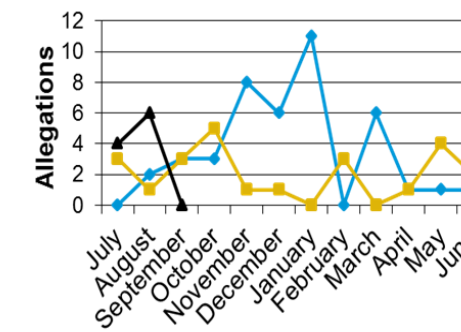
Contracting without a License



Unlawful Advertising



Criminal Fraud



— Fiscal Year 2012-2013
— Fiscal Year 2011-2012
— Fiscal Year 2012-2013

Thinking points for Nevada contractors

By Jennifer Turner
Public Information Officer

Unfair Business Practices

NRS 624.30165 Unfair business practices: Misrepresentations involving need for service, replacement parts, equipment or repairs, false or misleading statements. The following acts, among others, are unfair business practices and constitute cause for disciplinary action under NRS 624.300:

1. When a contractor states that service, replacement parts, equipment, or repairs are needed when such service, replacement parts, equipment or repairs are actually not needed.
2. When a contractor makes any false or misleading statement or representation of material fact that is intended, directly or indirectly, to induce another person to use the services of the contractor or to enter into any contract with the contractor or any obligation relating to such a contract.
3. When a contractor makes any false or misleading statement or representation of material fact that is intended, directly or indirectly, to disparage the goods, services or

business of another person.

The Nevada State Contractors Board has seen a number of cases in recent years alleging issues of unfair business practices. Examples of these cases include upselling customers on products that aren't needed/necessary, i.e., upsizing an electrical panel from a 100-amp to a 200-amp panel or installing a two-ton AC unit instead of a one-ton unit when it wasn't necessary, and charging excessive fees or costs for services or materials.

While NSCB does not regulate cost-setting among the industry, complaints filed with the Board relative to these issues are always investigated to ensure consumers are not being taken advantage of. Additionally, through various outreach programs, the Board is proactively educating homeowners on scams to be cautious of within the industry and encouraging homeowners to do their research before signing a contract.

Proactive Homeowner Education

When your customer wants to install or purchase a product for their home that you know will pose challenges and/or potential issues for them, do you let them know? For instance, many homeowners like the look of hardwood floors, but most may not know that the climate

of their home will have an effect on the duration of the wood. Additionally, most homeowners may not know about things outside of basic installation services that are recommended or required for maintenance. NSCB encourages contractors to be proactive and recognize that most homeowners are relying on you, the expert, to guide them through their project. Therefore, prior to installing a product you know may require more of the homeowner, put your advice and notice to the homeowner in writing and have the homeowner sign it before moving forward with the project. If workmanship issues arise down the road, your documentation advising the homeowner of the specific maintenance requirements may assist in resolving disputes.

Using Your License As a Selling Point

NSCB recognizes the frustrations licensed contractors have with unlicensed contractors in the field. In today's economic conditions, many homeowners are looking for the best deal, but don't realize the protections they forego when they hire the cheaper, unlicensed contractor. When you meet with a potential customer, reference the talking points below during your conversation to use your contractor's license as a selling tool:

See POINTS, page 9

POINTS from page 8

- As a licensed contractor, I have passed trade and law exams demonstrating my expertise within this industry;
- (If the owner of a single-family home) You may be protected by the Residential Recovery Fund, which affords homeowners financial recourse up to \$35,000 if damages are incurred as a result of my work.
- I carry Worker's Compensation insurance.
- With many unlicensed contractors, you end up getting what you pay for – often cheap materials or substandard workmanship.
- I encourage you to look up my license information on the Board's website and get at least two other bids before selecting your contractor.
- I want to ensure you have time to make an informed decision and would be happy to provide you references of my recent customers to follow-up with relative to the work I have performed.

Recovery Fund Notice to Homeowners

Informing homeowners of the Residential Recovery Fund is a mandatory obligation of every licensed residential contractor in the State of Nevada. The Contractors Board issues

The Recovery Fund

The Recovery Fund is administered by NSCB and is supported by assessments paid by all licensed contractors and sub-contractors who perform residential construction.

The Residential Recovery Fund may cover up to \$35,000 in damages, however it is a measure of last resort and may not cover all costs of damages to your dwelling.

NOTICE TO HOMEOWNERS (NRS 624.520):

Payment may be available from the Residential Recovery Fund if you are damaged financially by a project performed on your residence pursuant to a contract, including construction, remodeling, repair or other improvements, and the damage resulted from certain specified violations of Nevada law by a contractor licensed in this State. To obtain information relating to the Residential Recovery Fund and filing a claim for recovery from the Recovery Fund, please contact NSCB at either of its locations.

About the Board

The Nevada State Contractors Board (NSCB) governs contractor licensing for the State's construction industry. Contact us for information you need about a contractor's license and bond.

The Board also has important consumer information and complaint forms that can be downloaded or sent to you by calling one of the Board's offices.

Get information from NSCB before you:

- Hire a contractor.
- Sign a contract.
- Pay for work and repairs.

Visit our website to learn more about the Residential Recovery Fund.



www.nscb.nv.gov

Southern Nevada Office
2310 Corporate Circle, Ste. 200
Henderson, NV 89074
Phone: 702-486-1100
Fax: 702-486-1190

Northern Nevada Office
9670 Gateway Drive, Ste. 100
Reno, NV 89521
Phone: 775-688-1141
Fax: 775-688-4271

If you believe the contractor you hired has performed substandard work, you may file a complaint with NSCB. Complaint forms can be downloaded from our website at: www.nscb.nv.gov or obtained at one of our offices.



Residential Recovery Fund



Measure up...use licensed contractors.

a \$100 fine for the first offense and \$250 for each subsequent violation pursuant to NRS 624.520. The statute outlines the information contractors are required to provide homeowners.

To assist contractors, the Board has revised its brochure, which can be downloaded and printed from our [website](#) for your use, to include this language. The following Residential Recovery Fund notice is required for all residential projects (NRS 624.520):

Residential Construction Recovery Fund

Payment may be available from the Recovery Fund if you are damaged financially by a project performed on your residence pursuant to a contract, including construction, remodeling, repair or other improvements, and the damage resulted from certain

specified violations of Nevada law by a contractor licensed in this State. To obtain information relating to the Recovery Fund and filing a claim for recovery from the Recovery Fund, you may contact the State Contractors Board at the following locations:

State Contractors Board

RENO

9670 Gateway Drive
Suite 100
Reno, Nev. 89521
(775) 688-1141

HENERSON

2310 Corporate Circle
Suite 200
Henderson, Nev. 89074
(702) 486-1100

Las Vegas offers weekend inspections

Las Vegas residents no longer must take time off from work during the week to get their water heater, water softener or patio inspected. Residents and the construction industry will now be able to get inspections from the city of Las Vegas seven days a week. The Building and Safety Department is believed to be the first in Nevada, and possibly the nation, to offer inspections on Saturdays and Sundays.

In the past, general contractors faced a wait of several days to restart their work if their inspection wasn't completed by a Friday. Often, 45 to 60 inspections were being held over the weekend due to the department's staffing issues. Residents needing to get their water heater, water softener, or patio inspected had to take time off during the week to accommodate the weekday-only inspection schedule.

tion schedule.

The city has hired two employees who will handle inspections on Fridays, Saturdays and Sundays, days the city is usually closed. General contractors can get their inspections done on the weekends so their crews are ready to start work Monday morning. Residents also have the convenience of scheduling inspections on the weekends. In addition, residential gas line repairs can also be inspected over the weekend so service can be restored quickly.

The expanded services are part of the city's initiative to be more customer-friendly for both residents and contractors. Last year, the city opened its Development Services Center, a one-stop shop for the development community. Most recently, Las Vegas, North Las Vegas, Henderson and Clark County unveiled a new multi-

jurisdictional business license for contractors that will allow them to get their license in one location.

To schedule an inspection Monday through Friday, customers should call (702) 229-4677. To schedule an inspection on Saturday or Sunday, the number is (702) 229-4076.

"This new seven day coverage is all part of the city's efforts to be more customer friendly both to residents and contractors by providing a service when it is most convenient for them," said Las Vegas Mayor Carolyn G. Goodman. "Now, if residents need an inspection, or a contractor is completed with work on a Saturday, they no longer have to wait until later in the week to get an inspection. Time is money, so this is an important service."

Las Vegas imposes permit surcharge

As a result of the extraordinary call volume, the Las Vegas Building and Safety Department has instituted a \$160 hourly surcharge on projects that have exceeded the inspection time covered by the permit fee. Provision for the additional charge is detailed in Section 304.7 of the Uniform Administrative Code.

The new fee comes as the Building and Safety Department has received a large amount of hold-over inspection calls for the past few months. According to the department's notice, part of the problem stems from a large volume of calls beyond its staffing capacity, but much of the volume is due to repeat and an excessive calls "beyond the reasonable and ordinary expectations for inspection on a number of jobs."

This is caused by many variables, the notice says, but the most common is a project requiring an excessive amount of inspections beyond the number available based upon the fees paid and may include:

The manner in which the project is being phased, supervised or completed,

Work is not ready to be inspected in order to "push" project completion due to the current economic conditions,

Work is of a substandard nature that code compliance may not be approved.

See SURCHARGE, page 11

SNWA certifies "Water Smart" landscapers

Understanding the value of water conservation in southern Nevada is important not only for local residents and businesses, but also for the region's landscape contractors – especially as an increasing number of property owners convert their thirsty lawns to desert-friendly, water-efficient landscapes.

To help these contractors prepare for these opportunities, the Southern Nevada Water Authority offers a free program which certifies landscape companies as Water Smart Contractors.

Through a series of workshops and follow-up refresher courses, the SNWA certifies landscape companies' staff members as Water Smart Contractors and lists them on the snwa.com website, which local residential and commercial property owners use to find licensed contractors.

To become certified as Water Smart, landscape contractors must be in good standing with the Nevada State Contractors Board and complete eight hours of SNWA training, which is offered as a one-day course.

To enroll, contractors must complete a form available at snwa.com and sign a Water Smart Program Agreement. This document outlines legal and program provisions and defines the Water Smart standards all participants are expected to follow upon completion of the program. These include such criteria as placement of sprinkler and drip irrigation systems in a landscape, proper use of irrigation components and requirements for landscape maintenance contracts, among others.

When enrolling in the program, contractors

must provide their company contact information, the type of services they provide, any additional certifications they may hold, their geographical service areas, C-10 license number, local business license(s), supervisor contact information and photos of completed projects.

Initial program training is offered in both English and Spanish throughout the year and includes an overall introduction to SNWA conservation programs, a review of local codes and ordinances related to water conservation and drought restrictions, and the techniques and benefits of landscape conversions. It also includes a review of efficient irrigation design, maintenance, proper scheduling and an overview of new technology that can make irrigation systems more efficient.

Refresher training sessions for certified Water Smart Contractors are held in both English and Spanish throughout the year. These sessions include briefings on changes to various SNWA programs and an update on drought conditions and forecasts for the coming year, and how climate change affects the landscape industry.

All Water Smart Contractor training and refresher courses are held at the Las Vegas Valley Water District headquarters, 1001 S. Valley View Blvd. on the northeast corner of Valley View and Charleston boulevards in Las Vegas. A list of class dates and times can be found at http://www.snwa.com/biz/programs_wsc.html

For more information about the Water Smart program, visit snwa.com or call (702) 862-3736; Spanish speakers can call (702) 258-3946.

SURCHARGE from page 10

"The net result of these and other practices is that our department is conducting inspections and providing service time beyond the revenue received for the inspection permit," the notice concludes. "This has a negative impact on our ability to meet the demands for those

projects that are ready for inspection and are code compliant."

The department stresses that the new fee should not impact most projects – only those that have an inordinate amount of examination time or inspection time in excess of what the

original fees cover. The fees will be assessed on a case by case basis after an analysis of the circumstances associated with the need for the excessive inspections. For more information, contact Carmel Viado at 229-4175 or cviado@lasvegasnevada.gov.

License revoked; warrants issued

Diversion of construction funds, theft issues in Washoe felonies

An extensive Nevada State Contractors Board investigation has resulted in Washoe County arrest warrants for John DiMaggio, dba American Design & Construction Company, Inc. Reno Justice Court on Sept. 12 issued two warrants for DiMaggio for three counts felony diversion of construction funds and three counts of felony theft. Bail on the two warrants totals \$75,000.

The warrants come in the wake of the revocation of DiMaggio's contractor's license, no. 60531A after the Board investigated several complaints against him from northern Nevada homeowners. In response to the investigation, the Board

on June 14 found DiMaggio had violated 10 compliance regulations. In addition to the revocation of his license, DiMaggio was fined and assessed investigative costs.

The allegations in the warrants stem from complaints filed by homeowners in Washoe Valley and Reno. The first complainant, a senior citizen, told the Board she entered into contract with American Design & Construction for the remodel of her kitchen. The total contract amounted to \$71,253 and included the contractor cost as well as materials, vendors and subcontractors. The project was completed to the homeowner's satisfaction and DiMaggio was paid in full. DiMaggio purchased the kitchen cabinets from Weber's Cabinet & Fixture Company for cost of \$17,060, which was included in his contract price to the homeowner. However, DiMaggio paid Weber only \$10,745 for the cabinets, leaving a balance of \$6,315.

The second homeowners made a similar complaint. They too were satisfied with the workmanship on the kitchen and family room remodel completed by American Design & Construction. However, liens totaling more than \$9,400 were placed on their property by Weber's Cabinet & Fixture



JOHN DIMAGGIO

and Floorcraft, LLC for materials used in the remodel.

"Since the homeowners paid DiMaggio in full for these cabinets and flooring materials, DiMaggio has diverted the construction funds that were intended for the material to his own use," explained Fred Schoenfeldt, investigations supervisor in the Board's Reno office.

Other homeowners complained that DiMaggio never started work or delivered construction materials after they paid deposits on projects such as window replacement, electrical work and room remodeling. Because American Design & Construction is out of business and DiMaggio's license has been revoked, the board sent these complaints directly to the Washoe County district attorney's office with a request for additional felony warrants for DiMaggio.

Unlicensed contractor pleads guilty

Luigi Rossi of Indian Hills has been convicted on one count of contracting without a license after accepting a plea agreement in East Fork Justice Court. The guilty plea culminates an extensive investigation by the Nevada State Contractors Board. Rossi received a 30-day suspended jail sentence and was ordered to pay more than \$8,000 in investigative costs, fines and restitution.

NSCB opened an investigation after a family member complained her 87-year-old great uncle had paid Rossi – who operates Reliable Handyman Service, LLC – more than \$80,000 for construction work at his home in Gardnerville. The work included installation of a

gas fireplace, hardwood flooring and walk-in bathtub as well as construction of decks and an enclosed sunroom including electrical and plumbing work. Two separate contracts, both for several thousand dollars, were well in excess of the \$1,000 exemption for handyman services. These projects require a Nevada contractor's license, which Rossi does not possess. The fireplace, flooring and tub were never delivered or installed.

During their inquiries, investigators discovered additional Rossi victims, including relatives of the original complainant. Those victims, who are also senior citizens, paid Rossi \$2,185 to construct two exte-

rior stairways and landings and make small repairs and maintenance at their home in Gardnerville. Again, these projects require a contractor's license.

The third case involved a contract between Rossi, dba Reliable Handyman Service and a senior citizen homeowner in Stateline. The project, the construction of two decks at a cost of \$4,780, requires a C3 carpentry contractor's license, which Rossi does not possess.

Victims in the final two cases will receive restitution under the plea deal. The homeowner in the first case testified that he does not believe he has been taken advantage of and seeks no restitution.

Tell 'em: Hire only licensed contractors

We know the frustrations contractors experience with unlicensed contracting matters, which is why we want to provide you the messaging tools to educate your customers about why hiring a licensed contractor is the best option. Try these talking points on your next call:

- When you hire a licensed contractor, you receive many protections that are not available to homeowners who hire unlicensed contractors.
- We have passed the required trade and law exams to ensure we are current on what the standards of the industry are - unlicensed contractors do not.
- We carry Workers' Compensation insurance and are responsible for any on-the-job injuries that may occur.

- You could be eligible for the Residential Recovery Fund if any unintended damage to your home results in the work we perform.
- You have up to four years to file a complaint with the Board should something go wrong.
- Unlicensed contractors may have discounted prices to offer you, but you will likely pay more in the long-run due to poor workmanship and cheap materials.

Think of all the customers you alone can educate! Go on the Board's website and encourage consumers to view the brochures available to them. Helping homeowners make informed decisions is our responsibility and will benefit the industry as word of mouth begins to spread. Working together as an industry is the only way to create lasting change for us all.

The Nevada State Contractors Board is authorized by the state to issue citations and pursue prosecution of individuals for violations. NSCB encourages Nevada residents and licensed contractors to call its Unlicensed Contractor Hotline to help the Board identify and bring to justice anyone contracting without a license in Nevada.

**Report
unlicensed
contractors
Call (775) 850-7838**

Board action against licensed contractors

The Nevada State Contractors Board heard the following cases during its bimonthly meetings in Henderson and Reno during August, September and October. The Board adjudicates cases involving licensed contractors involved in alleged violations of Chapter 624 of the Nevada Revised Statutes.

Northern Nevada Excavating Inc. License number 57312 (General Engineering) was revoked after the Sparks contractor was found in violation for willful disregard of the safety or labor laws of the state; failure to keep in force the bond or cash deposit; and failure to establish financial responsibility. The licensee also was fined \$1,250 and ordered to pay investigative costs.

Vegas Laminate Hardwood Floors, LLC, dba E.C. Flooring, license numbers 69998 (Finishing Floors) and 74409 (Tiling), was fined \$2,450 and ordered to pay investigative costs. The licenses are subject to suspension if fines are not paid or the licensee fails to provide the Board a compiled financial statement prepared by a CPA within the allocated time frame set by the hearing officer. The Las Vegas contractor was found in violation for substandard workmanship; failure to take appropriate corrective action; failure to include Residential Recovery Fund information on a contract or proposal; failure to include the monetary license limit or license limit number on a contract or proposal; acting in the capacity of a contractor beyond the scope of license; misuse of a license; and failure to establish financial responsibility.

R & D Kowalski Corp., dba Poolworks Repair Services, license number 45566 (Maintenance Repair of Pools & Spas), was fined \$3,000 and ordered to pay investigative costs. The license is subject to suspension if fines are not paid within the allocated time frame set by the hearing officer. The Las Vegas contractor was found in violation for failure of the general contractor to provide the required notice and information to the owner; failure to provide the estimated date

of completion in the contract; failure to include language concerning change orders in contract; failure to include language concerning homeowner rights relative to bonds for payment and Board assistance; and failure to establish financial responsibility.

Hot Connection Electric, Inc., license number 34989 (Electrical Contracting), was fined \$14,000 and was ordered to pay investigative costs. The license is subject to suspension if the fines are not paid within the allocated time frame set by the hearing officer. The Las Vegas contractor was found in violation for bidding or contracting for a construction contract in excess of the limit placed on the license; committing a fraudulent or deceitful act; and failure to include the monetary license limit or license number on a contract or proposal.

Michael Ralph Booher, dba Acoustical & Drywall Services, license number 22170 (Carpentry), was fined \$4,250 and ordered to pay investigative costs. The license is subject to revocation if fines are not paid within the allocated time frame set by the hearing officer. The Sparks contractor was found in violation for bidding or contracting for a construction contract in excess of the limit placed on the license; failure to obtain a joint venture license; failure to complete any construction project or operation for the price stated in the contract; acting in the capacity of a contractor beyond the scope of the license; and failure to establish financial responsibility.

Imtiaz Ahmed, dba N S Construction Co., license number 35158 (Residential & Small

Commercial), was fined \$1,250 and ordered to pay investigative costs. The license is subject to revocation if fines are not paid within the allocated time frame set by the hearing officer. The Reno contractor was found in violation for bidding or contracting for a construction contract in

See LICENSED, page 15

LICENSED from page 14

excess of the limit placed on the license; failure to obtain a joint venture license; acting in the capacity of a contractor beyond the scope of the license; committing a fraudulent or deceitful act; and failure to establish financial responsibility.

William James Bolich, dba G. Bolich Construction. License number 74347 (Residential and Small Commercial), was revoked after the San Marcos, Calif. contractor was found in violation for misuse of a license; failure to pay any money due for any materials or services rendered; failure to include the monetary license limit or license number on a contract or proposal; willful disregard of the safety laws or labor laws of the state; aiding or abetting an unlicensed person to evade the provisions of the law; combining or conspiring with an unlicensed person to perform an unauthorized act; allowing a license to be used by an unlicensed person; acting as an agent, partner or associate of an unlicensed person; lending the license to an unauthorized individual who is not on the license; failure to comply with a written request by the Board; and failure to establish financial responsibility. The licensee also was fined \$3,750, ordered to pay investigative costs, ordered to make full restitution to all damaged parties and to reimburse the Board for monies paid from the Residential Recovery Fund.

Alpha 8, Inc., dba Consolidated Flooring Service. License numbers 60907 (Terrazzo & Marble Installation), 60908 (Tiling) and 60909 (Floor Finishing) were revoked after the North Las Vegas contractor was found in violation for aiding or abetting an unlicensed person to evade the provisions of the law; combining or conspiring with an unlicensed person to perform an unauthorized act; allowing a license to be used by an unlicensed person; acting as an agent, partner or associate of an unlicensed person; failure to comply with a written request by the Board; failure to notify the Board of a change in personnel or address within 30 days of the change; and failure to establish financial responsibility. The licensee was also fined \$2,000, ordered to pay investigative costs, ordered to make full restitu-

tion to all damaged parties and to reimburse the Board for any monies paid out of the Residential Recovery Fund.

Masoncraft Tile & Masonry, LLC., dba Masoncraft Pool Builders of Las Vegas, license number 74549 (Excavating and Grading and Commercial & Residential Pools); **Masoncraft Tile & Masonry, LLC.,** license numbers 70438, 70439, 75063 and 73626 (Masonry, Tiling, Concrete Contracting and Plumbing). License numbers 70438, 70439, 75063 and 73626 were revoked. The licensee was fined \$5,800 and ordered to pay investigative costs after the Las Vegas contractor was found in violation for substandard workmanship; failure to take appropriate corrective action; failure to provide a schedule of payments; willful disregard of the law requiring contractors not to exceed \$1,000 or 10 percent, whichever is less, of a down payment; failure to include a notice concerning the homeowner's right to contact the Board if assistance is required, and request a payment and performance bond; willful disregard of the requirements of a contract as set forth by the Board; failure to include the estimated date of completion for work to be performed on the contract; failure to issue change orders; failure to provide the owner with the notice and informational form within the contract; failure to include the Residential Recovery Fund information on a contract or proposal; failure to include the monetary license limit or license number on a contract or proposal; willful disregard of the building laws of the state; failure to keep in force a bond or cash deposit; failure to establish financial responsibility; and failure to comply with an order of the Board.

Bulldog Framing, Inc., license numbers 74717 (Carpentry); **H.C. Development, LLC,** license number 71064 (Residential and Small Commercial); and **Reliabuilt Construction Co., LLC,** license number 39858, were ordered to pay investigative costs. License number 74171

See LICENSED, page 16

is subject to revocation if fines and debts to third parties are not paid within the allocated time frames set by the hearing officer. The Henderson contractors were found in violation for failure to establish financial responsibility and failure to respond to a written request from the Board.

Bethel Group, LLC. License number 66329 (Residential & Small Commercial) was revoked after the Las Vegas contractor was found in violation for failure to comply with a written citation within the time permitted for compliance. The licensee was also fined \$250 and ordered to pay investigative costs.

Bullhead City Signworks, dba Bullhead City Signworks. License number 67838 (Electrical Signs) was revoked after the Bullhead City, Ariz. contractor was found in violation for failure to notify the Board of a bankruptcy; failure to keep in force a bond or cash deposit; and failure to establish financial responsibility.

Wood Resources of Nevada, Inc. License number 55350 (Carpentry), was revoked after the Las Vegas contractor was found in violation for failure to establish financial responsibility; failure to respond to a written request from the Board; failure to comply with a written request by the Board; and failure to keep in force a bond or cash deposit. The licensee was also fined \$1,500, ordered to pay investigative costs, ordered to make full restitution to all damaged parties and to reimburse the Board for any monies paid out of the Residential Recovery Fund.

Kennedy Construction, LLC. License numbers 70868 (Residential and Small Commercial) and 71498 (Carpentry) were revoked after the Las Vegas contractor was found in violation for failure to establish financial responsibility; committing a fraudulent or deceitful act; and failure to comply with a written citation within the time permitted for compliance. The licensee was also fined \$1,500, ordered to pay investigative costs, ordered to make full restitution to all damaged parties and to reimburse the Board for any mon-

ies paid out of the Residential Recovery Fund.

F.A.S.T. Systems, Inc., dba Fire Alarm Security Technologies. License numbers 67839 (Fire Detection, Low Voltage) and 75661 (Electrical Contracting) were revoked after the Henderson contractor was found in violation for failure to establish financial responsibility; committing a fraudulent or deceitful act; and failure to keep in force a bond or cash deposit. The licensee also was fined \$1,500, ordered to pay investigative costs, ordered to make full restitution to all damaged parties and to reimburse the Board for any monies paid out of the Residential Recovery Fund.

Dropshades, Inc., license number 71496 (Awnings & Louvres), was fined \$500 and ordered to pay investigative costs. The license is subject to suspension if the fines are not paid within the allocated time frame set by the hearing officer. The North Las Vegas contractor was found in violation for acting in the capacity of a contractor beyond the scope of the license.

Casino Roofing, Inc., license number 55265 (Roofing), was fined \$2,750, ordered to pay investigative costs and make restitution in the amount of \$6,000. The license limit was lowered to \$10,000 after the Las Vegas contractor was found in violation for substandard workmanship; failure to take appropriate corrective action; failure to include the monetary license limit or license number on a contract or proposal; willful disregard of the safety laws or labor laws of the state; misrepresentation of a material fact; and failure to establish financial responsibility.

Renovations of Las Vegas, Inc., license number 72107 (Residential and Small Construction), was fined \$850, ordered to pay investigative costs and pull necessary building permits within a time set by the hearing officer, after the Las Vegas contractor was found in violation for failure to include the Residential Recovery Fund

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information on a contract or proposal; failure to include the monetary license limit or license number on a contract or proposal; failure to provide the name, license number, business address and telephone number of all subcontractors and persons who furnish material of \$500 or more for the project; and acting in the capacity of a contractor beyond the scope of the license. The license is subject to suspension if fines are not paid within the allocated time frame set by the hearing officer.

Creative Surface Solutions, Inc., dba Creative Countertops. License numbers 46170 (Finish Carpentry) and 54550 (Terrazzo & Marble Installation) were revoked after the North Las Vegas contractor was found in violation for failure to establish financial responsibility. The licensee also was fined \$500, ordered to pay investigative costs, ordered to make full restitution to all damaged parties and to reimburse the Board for any monies paid out of the Residential Recovery Fund.

Cree Concrete, LLC., license number 65492 (Concrete Contracting) was fined \$2,350 and ordered to pay investigative costs after the Las Vegas contractor was found in violation for substandard workmanship; failure to respond to a written request from the Board; failure to include the Residential Recovery Fund information on a contract or proposal; failure to include the monetary license limit or license number on a contract or proposal; acting in the capacity of a contractor beyond the scope of the license; failure to comply with a written request by the Board; and failure to establish financial responsibility. The license was suspended for up to 60 days for the licensee to provide the Board with a compiled financial statement supporting the license limit. If fines and costs are not paid within the allocated time frame set by the hearing officer, the license will be revoked.

King Roofing, LLC., license number 58487 (Roofing), was fined \$1,000 and ordered to pay investigative costs. The license limit was lowered to \$90,000, and the bond was lowered to

\$10,000. After the Las Vegas contractor was found in violation for willful disregard of the safety laws or labor laws of the state; failure to keep in force a bond or cash deposit; failure to notify the Board of a change in personnel or address within 30 days of the change; and failure to establish financial responsibility.

L E M & S Inc., dba Wall Units Etc. License number 56201 (Finish Carpentry) was revoked after the Las Vegas contractor was found in violation failure to prosecute a construction project or operation thereby causing material injury to another; failure to include the Residential Recovery Fund information on a contract or proposal; failure to respond to a written request from the Board; misrepresentation of a material fact; and failure to establish financial responsibility. The licensee was also fined \$1,600 and ordered to pay investigative costs.

Ted Mount, owner, dba Natural Energy, license number 44635 (Solar Contracting), was fined \$3,300 and ordered to pay investigative costs, and provide the Board with a compiled financial statement prepared by a CPA after the Escondido, Calif. contractor was found in violation for failure to include the Residential Recovery Fund information on a contract or proposal; failure to include the monetary license limit or license number on a contract or proposal; contracting on a suspended or revoked license; failure to keep in force a bond or cash deposit; failure to establish financial responsibility; and acting in the capacity of a contractor beyond the scope of the license. The license remains suspended. The license will be revoked if fines and costs are not paid within the allocated time frame set by the hearing officer,

Re-Bath of Las Vegas, LLC. The Las Vegas contractors license numbers 57470 (Glass and Glazing), 57471 (Plastic Tile and Wallboard), 69348 (Artificial or Cultured Marble) were suspended pending continuance of the hearing for failure to establish financial responsibility.

Carson City contractor charged

The contractor's license – no. 69069 – of Travis Kenison, dba Kinison Construction of Carson City, has been revoked by the Nevada State Contractors Board. The Board found the Carson City contractor in violation of provisions of Nevada Revised Statutes Chapter 624: abandonment of a construction project, failure to complete any construction project or operation for the price stated in the contract, acting in the capacity of a contractor beyond the scope of the license, substandard workmanship; failure to take appropriate corrective action; failure of the general contractor to include Residential Recovery Fund information on a contract or proposal, diversion of funds; failure to pay money due for any materials or services rendered, commencing work on a project without obtaining necessary building permits; failure to respond to a written request from the Board; failure to keep in force a bond or cash deposit; and failure to establish financial responsibility.

The licensee also was fined \$10,550 and ordered to pay investigative costs. The Board's investigation commenced after a complaint from a Gardnerville homeowner. He paid Kenison \$60,000 as a deposit for construction of a new garage with living space.

When the homeowner suspended the project

and requested return of his deposit, Kenison agreed to reimburse the unused portion but advised that he had put deposits on materials and paid engineering and county permit fees. During the investigation, Kenison admitted to recovering the deposits that he had put down on the project, put the entire \$60,000 into his personal bank account and used it to finish four other jobs. He said during the time, he suffered some financial setbacks and got behind on some jobs. He claimed it was his intention to secure other employment in order to reimburse the homeowner.

On Sept. 5, the Board revoked Kinison's license, levied fines and assessed investigative costs after finding him guilty due to default on all 14 complaints submitted by the original complainant and others.

The homeowner also filed a criminal complaint against Kinison. A request for warrant and complaint was submitted to the Douglas County district attorney's office. East Fork Justice Court issued a felony warrant for diversion of construction funds on August 24, with bail set at \$5,000. Kenison has not been arrested but the Carson City Sheriff's Office has been given a copy of the warrant and will attempt to serve it as soon as possible.

Scam revived in northern Nevada

The Nevada State Contractors Board cautions homeowners in the Reno area that a common roof repair scam has been revived. In early October, a man identifying himself as James Gregg, approached a senior citizen at her home. He told the homeowner he was working in the neighborhood and noticed her rooftop vent pipes seemed to need repair. The victim agreed to minor repairs, paid \$150 by check and received a receipt.

The man returned two days later, telling the homeowner he had been instructed by his father to check for additional roof problems. Again, the homeowner allowed the man onto her roof. The suspect then told the victim that her ceiling was coming loose from in her family room and he could correct the issue by spraying foam into the attic via the roof. The suspect then went onto the roof for 20 minutes during which time the victim heard no activity. When he was finished the suspect charged the victim \$2,750, for which she wrote another

check. The suspect told the victim that he would add the second payment to the original receipt from two days before.

After the suspect had left the victim became suspicious that the suspect had not done any work. When she looked for the receipt to find the man's company and contact information, she discovered he had taken it with him.

On advice of NSCB, the victim was told to immediately stop payment on the checks. But when she called the bank she was told that the suspect had already cashed them.

The victim describes the scammer as a white man in his 30s, about 5 feet, 10 inches tall and 180 pounds, with curly brown hair and mustache. He was driving an unmarked late-model white van with a ladder on the side. He was accompanied by a white woman who remained in the van.

NSCB notes that this scam is known to be used by an organized construction fraud group that is commonly referred to as "Travelers." The



JAMES GREGG

surname "Gregg" has been linked to this group. It is common for members of this group to travel through a city and prey on elderly people. They have been known to do surveillance of neighborhoods looking for older victims or they may simply knock on the door of a residence they believe to be occupied by an elderly owner in order to perpetuate their crime. This group will stay in an area as long as they continue to get work and may still be in the Reno area.

People who believe they may have been a victim of this scam are encouraged to contact the NSCB. Anyone approached by someone offering roof repair or paving should immediately notify local law enforcement and then contact the NSCB.

Measure Up...Use Licensed Contractors

Southern Nevada
(702) 486-1100

Northern Nevada
(775) 688-1141

www.nscb.nv.gov
Nevada State Contractors Board



BUMPER STICKERS

Help educate the public while you're out in the field with our new bumper stickers. Place them on your work vehicles today!

CLARK COUNTY BUILDING DEPARTMENT HOURS TO CHANGE

The Clark County Department of Building's hours will change with the new year. Effective January 2, the department will be open from 7:30 a.m. to 4 p.m.

Probation, restitution ordered

Unlicensed contractor Brent Deems was recently convicted in Washoe County District Court on one gross misdemeanor count of contracting without a license. He was sentenced to one year in the county jail and given credit for 31 days time served.

The sentence was suspended and he was placed on probation for three years during which time he must pay restitution in the amount of \$3,375 to his victim.

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

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

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

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

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

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

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

CSN Course Schedule
<http://tinyurl.com/86brplv>

**Please Note: The above 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. 5-6, 138.

Residential Codes & Intro to Building Information Modeling - pg. 7, 115.

Building/Plumbing Codes - pg. 15, 115.

Construction Technology - pg. 19, 116.

Computer Aided Drafting/Design - pg. 20.

Construction Management - pg. 29, 116, 125.

Computer Office Technology - pg. 29-30, 119, 125-126, 140.

Construction Safety - pg. 51-52, 116, 128, 140, 143.

Fire Protection - pg. 57-58, 129.

Geographic Information Systems - pg. 61, 130.

Landscape - pg. 69, 89.

Electrical - pg. 78, 116, 144.

Sustainable Construction - pg. 103, 117.

General Inquiries Contact: (702) 650-2276

Northern Nevada

Truckee Meadows Community College

OSHA Safety 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: <http://tinyurl.com/83f5ykd>

**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.*

Air Conditioning Courses - pg. CC1., (775) 857-4943

Landscape & Sustainable Building - pg. CC4-CC5., (775) 857-4943

Building Codes - pg. CC12., (775) 857-4943

Computer Aided Drafting & Design - pg. CC17-CC18., (775) 857-4967

Computer & Office Technology - pg. CC18., (775) 829-9010

Construction - pg. CC23., (775) 857-4943

Electrical Courses - pg. CC35-CC36., (775) 857-4943

General Inquiries: (775) 673-7000



Great Basin College

Once you click on the links listed below, make sure to also click on "Current Offerings" to view dates, times and locations of courses. Some courses may require prerequisites.

Computer Aided Drafting & Design: <http://tinyurl.com/74c8vv4>

Electrical Theory: <http://tinyurl.com/7s2enda>

Geographic Information Systems (GIS): <http://tinyurl.com/8xh6wt5>

Computer Office Technology: <http://tinyurl.com/767e06y>

General Inquiries Contact (775) 738-8493

Western Nevada College

Course Schedule: <http://tinyurl.com/7a2awt7>

**Please Note: This link is a PDF document. The following locations are listed for your convenience. Some courses may require prerequisites.*

Computer Aided Drafting Design - Carson City, pg. 19.

Construction Courses - Carson City, pg. 20.

Geographic Information Systems - Carson City, pg. 23.

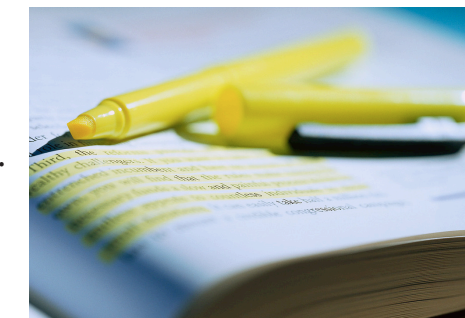
Computer Applications/Internet Courses - Carson City, pg. 30.

Renewable Energy Courses - Carson City, pg. 34.

Short-Term Construction Courses - Carson City, pg. 48.

Short-Term Online Computer Courses - pg. 49.

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



EPA requires lead certification

The Environmental Protection Agency reminds contractors that they play an important role in helping prevent lead exposure. Ordinary renovation and maintenance activities can create toxic lead dust that can harm customers, employees and construction workers. But by following lead-safe work practices, you can prevent lead hazards. The EPA's Lead Renovation, Repair and Painting Rule establishes requirements for firms and individuals performing renovations.

Federal law requires all renovation, repair and painting firms (including sole proprietorships) working in housing or facilities where children are routinely present, built before 1978, to be certified. Certification is simple and quick for firms intending to comply – just submit an application and fee to EPA. Apply online at <http://www.epa.gov/lead/lscp-renovation.html>.

The U.S. Department of Housing and Urban Development requires compliance with its Lead Safe Housing Rule in target housing receiving HUD assistance. Specific requirements depend on whether the housing is being disposed of or assisted by the federal government, and also on the type and amount of financial assistance, the age of the structure, and whether the dwelling is rental or owner-occupied.

Becoming Lead-Safe Certi-



fied isn't just the right thing to do for the safety of your workers and customers; it's also good for business. EPA recommends that consumers hire only certified contractors for renovations in homes and child-occupied facilities built before 1978.

Federal law requires that a "certified renovator" is assigned to each job and that all involved individuals are trained in the use of lead-safe work practices. A certified renovator must provide lead-safe work practices training to other renovation workers on a job site. To become a certified renovator, a person must complete a renovator training course accredited by EPA or an EPA authorized program which will teach lead-safe work practices.

The EPA reminds contractors to remember several key points when working with lead paint:

- Set up the job site safely
- Minimize dust on the job
- Assign a certified renovator

to each renovation job the firm performs

- Clean up carefully and completely
- Make sure that other workers on the renovation job follow lead-safe work practices.
- Keep records

Visit <http://www.epa.gov/lead/rrp/contractors.html> to access the agency's many resources available to ensure contractors are compliant and safe:

- Small Entity Compliance Guide to Renovate Right
- Renovate Right: Important Lead Hazard Information for Families, Child Care Providers, and Schools
- Pre-renovation disclosure form
- Sample recordkeeping checklist
- Materials and downloads for firms related to Renovation, Repair, and Painting Rule
- More about the Renovation, Repair and Painting Rule
- Information on purchasing EPA-recognized lead paint test kits

Home Depot installs permit kiosks

The Home Depot, local building officials and the Nevada State Contractors Board have announced a pilot project making building permit terminals available in 11 Home Depot locations throughout southern Nevada. Participating jurisdictions include Las Vegas, North Las Vegas, Henderson and Clark County

The permitting terminals interface with the various building department systems, allowing customers to obtain water heater, water softener, HVAC, gas/electric meter, and other related permits and schedule an inspection through the jurisdictions' websites. Available permits vary by each jurisdiction. Upon entering their addresses, consumers will see a list of available permits from which to choose. The Home Depot will collect the payment from customers for the building permits at no cost to the participating jurisdictions. Customers can find the terminals near the PRO Sales Desk in each participating store.

The project officially launched Aug. 9 at the following locations:

- 855 E. Dorrell Lane, North Las Vegas
- 1275 W. Craig Road, North Las Vegas
- 7881 W. Tropical Parkway, Las Vegas

- 9705 W. Charleston Boulevard, Las Vegas
- 861 S. Rainbow Boulevard, Las Vegas
- 1401 S. Lamb Boulevard, Las Vegas
- 4750 S. Decatur Boulevard, Las Vegas
- 6025 S. Pecos Road, Las Vegas
- 4195 S. Fort Apache Road, Las Vegas
- 7015 Arroyo Crossing, Las Vegas
- 1030 Sunset Road, Henderson

"This is an exciting time for all of us who have worked extensively this past year to make the process for obtaining certain building permits more convenient for contractors in Clark County," said NSCB Executive Officer Margi A. Grein. "We look forward to the project's success and hope contractors find great benefit in the one-stop-shop experience." The initial agreement between the jurisdictions is for a 90-day pilot, with six-month renewal options.

The project is expected to expedite the process of obtaining building permits, while also encouraging contractors to uphold the laws requiring permits for the installation of certain appliances, as there is a significant life/safety concern if the

work is done improperly.

As further analysis is conducted on the pilot, the opportunity for expanded services, such as contractor license searches and scheduling final inspections via the terminal, may come to fruition. If successful, the project may be rolled out to Northern Nevada and other states across the nation.

NSCB encourages contractors use this new service and keep the Board informed of their experiences. While NSCB is not the lead on the terminal functions, the Board is proud of the solution driven by this public-private partnership. The Board considers the pilot terminals a convenient use of contractors' time and a step forward in making the process for obtaining permits more efficient.

Following the outcome of the pilot, The Home Depot will analyze the future of the project and whether they will expand it to other jurisdictions throughout the state. The Home Depot funded the project and has patented the innovative terminal design and operational system.

Questions concerning details and or operational abilities of the permit terminal systems should be directed to Antoinette (Anne) Baker, The Home Depot Operations Manager, at 770-384-3753, extension 13753.



Nevada Contractor's Checklist

The following information is a set of tips designed to help Nevada Contractors work within the law. For a full text of laws that affect contracting in Nevada, see *The State of Nevada "State Contractors Board Handbook" containing Chapter 624 of the Nevada Revised Statutes and Chapter 624 of the Nevada Administrative Code. Contact the Nevada State Contractors Board for a copy of this valuable resource.*

- 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 of persons with whom you contract are valid and active. *NAC 624.650*
- Be sure that name of the business under which a contractor is contracting is the same as the license number. *NRS 624.305*
- Be sure that 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 the terms of the contract, and comply with the terms of the contract. *NRS 624.3013(1)*
- If it's 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)*
- Leave Residential Recovery Fund Disclosure with client for all residential contracts. *NRS 624.520*
- Provide your customer with required Notice to Owner Disclosure. **NRS 624.600(1)(2) and (3) as described in NAC 624.693 and NAC 624.6932.**
- Make sure your license number is on all advertisements for your business including your vehicles, business cards, letterhead, signage, directories, newspaper, website, etc. *NRS 624.720*
- Your license number should be approximately 1½" on your motor vehicle. *NRS 624.288*
- If your address or other pertinent information about your business changes, notify the Contractors Board in writing within 30 days. *NAC 624.640(3)*

You can check license and classification information on the Nevada State Contractors Board website listed below, by using the NSCB's automated phone system or by calling NSCB staff directly.

Nevada State Contractors Board

Southern Nevada Offices

2310 Corporate Circle, Suite 200
Henderson, NV 89074
(702) 486-1100
Fax- 702-486-1190

Northern Nevada Offices

9670 Gateway Dr. Suite 100
Reno, NV 89521
(775) 688-1141
Fax 775-688-1271

www.nscb.state.nv.us

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