

# HORIZONS

A newsletter for Nevada Contractors



*September 2020*

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**HAVE A SUGGESTION FOR THE NEXT ISSUE?**

*Send us an e-mail and let us know!*

Jennifer Lewis, Public Information Officer: [JLewis@nscb.state.nv.us](mailto:JLewis@nscb.state.nv.us)

## **AVAILABLE ONLINE (click to view)**

- [NSCB Strategic Plan & Reports](#)
- [NSCB Newsroom](#)
- [Consumer brochures](#)
- [Residential Recovery Fund brochure - Useful Tool for Contractors](#)
- [Contractor brochures](#)

# Message From Board Chair Kent Lay

It's often in the most challenging moments that we begin to lose sight of the horizon that lies ahead. Faced with difficult decisions, quick adaptations to changing environments, and new uncertainties, it becomes harder to see the bigger picture and stay focused on the opportunities that surround us.



As we navigate our way through this pandemic, our sense of normal is being regained daily and we are learning to live with the new requirements and expectations as contractors and in our personal lives.

The sudden downturn in the economy has had significant effects on construction across the country, including increases in delayed or canceled projects and furloughing of workers, as reported by the Associated General Contractors of America. While these factors are prevalent in Nevada, our state's industry representatives provide a more optimistic view for Nevada's rebound.

Despite the effects being noticed, industry leaders note that projects are being completed, even if on delayed timeframes.

What we have seen, however, is an increase in the cost of building materials; a factor that could impact future profit margins for contractors looking to remain competitive during these times.

Financial hardships have also led to increases in license suspensions as a result of lapsed bond coverage during the Board's fourth quarter reporting period. The Board also recorded an 8% increase in the number of licenses placed on inactive status during this time. More positively, there was a 14% decrease in the number of licenses voluntarily surrendered during the fourth quarter, compared to the same period in FY 2018-19.

Through it all, our industry continues to demonstrate its viability and perseverance. We have dedicated resources to our communities in their time of need, heightened safety protocols for the ongoing protection of our workforce, and remained successful in meeting the construction needs of our state. The horizon, as we know it, shines bright before us. Stay focused on the opportunities available to you!



# Message From Executive Officer Margi Grein

The past six months have forced us all to think differently about how we conduct business. Moving to more online platforms and holding meetings virtually have enhanced our use of time and resources in the most positive of ways.

Being able to identify the silver linings of any situation is important for morale, and helps to change perspectives about what the “norm” should be. Our strategic planning efforts for fiscal year 2020-21 were guided on the foundation of experiences immediately noticed in March when the pandemic began.

Of greatest significance became the Board’s ability to quickly and efficiently implement systemic changes, such as the temporary directives regarding licensing processes and related timeframes. Focusing on efforts to increase the Board’s flexibility will improve the fluency of these transitions in the future.

Such modifications will help render new opportunities to streamline processes and procedures, enhance automated features for our



customers, and further reduce office and operating expenses in light of budgetary realities.

As we make improvements internally, the Board is also looking forward to utilizing and expanding its partnering efforts to achieve common goals. This will include reaching out to local law enforcement on unlicensed contracting initiatives; working with the Labor Commissioner’s Office to promote compliance of labor laws among Nevada’s licensees; and partnering with state legislators and local officials to host town hall events aimed at educating seniors new homeowners of the importance of hiring licensed contractors and how to best avoid home repair scams.

The changes we’ve been through have not slowed our progress, but helped us to re-evaluate our game plan to meet the goals we’ve always intended to. As you navigate your own ambitions, I encourage you to stay positive, stay focused, and be open to new ideas. Remember, success is how you define it!

*Margi Grein*



## **NEED ASSISTANCE?**

### **We're here for YOU!**

- o New Applicant Questions
- o License Change Requests
- o Single Project & Permanent Limit Increase Requests
- o Filing a Complaint
- o Other NSCB Services

## **CONTACT OUR OFFICE**

[CustomerService@nscb.state.nv.us](mailto:CustomerService@nscb.state.nv.us)  
702-486-1100  
775-688-1141

## **VISIT OUR WEBSITE!**

- Online license renewal
- Downloadable Forms
- Print/Video Resources

[www.nscb.nv.gov](http://www.nscb.nv.gov)



# Virtual Contractor Training Day Highlights Labor Laws, Compliance Tips, and State of the Industry



*Click the image above to view the Contractor Training Day program.*

The Nevada State Contractors Board hosted its Annual Contractor Training Day on August 25, 2020; the first to be held virtually in the seven years since the training event launched. Welcoming nearly 100 contractors, the training offered three expert panel discussions focused on Nevada's labor laws, compliance with state and local construction-related requirements, and industry perspectives about the impacts the pandemic has had on residential, commercial and public works projects.

Labor Commissioner Shannon Chambers joined Richard Williams, Director of Nevada's Apprenticeship Program, and Brian Bradford of Fisher and Phillips teamed up to share recent updates and information with Nevada's construction employers on post-pandemic labor law requirements. Highlighted in the discussion were employer's rights regarding COVID-19 testing, Apprenticeship Program benefits and state reporting requirements.

Commissioner Chambers encouraged contractors to understand and adhere to the various labor laws to best avoid state-issued penalties and fines. Bradford noted that most contractors are aware of the labor requirements, but often seek legal assistance for complex matters that often cannot be resolved internally. Apprenticeship opportunities and employer responsibilities with respect to public works projects became a key topic of interest for those in attendance. Williams provided the audience with details regarding apprenticeship ratios, apprenticeship benefits, and encouraged those interested to view information on the state's

website.

The Contractor Compliance panel featured NSCB Director of Investigations Paul Rozario; Clark County Department of Building and Fire Prevention Assistant Director Sam Palmer; Nevada Public Utilities Commission Engineering Division Manager Paul Maguire; and NV Energy Clean Energy Programs Operations Manager Lisa Harmon.

Among the information shared, Maguire stressed the importance for contractors to utilize the state's "8-1-1 Call Before You Dig" service to help prevent unnecessary power outages caused by digging or excavating holes of all sizes. Palmer emphasized the importance when he held up a PVC tube that had been pierced down the middle with rebar from a jobsite county inspectors investigated. Contractors were also encouraged to report any concern or issue they come across, including minor nicks to lines.

Rozario stressed the importance of paying vendors and material suppliers to avoid money owing complaints; and responding timely to Board requests during an investigation. Failing to comply are violations that can easily be avoided when lines of communication remain open. Harmon highlighted NV Energy's solar programs and stressed the importance their office places on verifying licensed contractors are performing work. Each of the agencies noted the collaborative efforts made when enforcing the respective laws and regulations. Working together and sharing information helps promote sound business practices, and adherence to construction-related requirements.

The training concluded with a discussion centered on the current and future state of the construction industry. Participating on the panel were a variety of industry representatives, including Sean Stewart, Nevada Contractors Association; Craig Madole, Associated General Contractors of Nevada; Nat Hodgson, Southern Nevada Home Builders Association; Bill Stanley, Southern Nevada Building Trades Union; and Don Tatro, Builders Association of Northern Nevada.

*See TRAINING DAY, page 12*

# License Application Trends & Statistics

NSCB's Licensing Department is responsible for processing license applications and ensuring all necessary qualifications are met. The positive licensing trends experienced during the first three quarters of FY 2019-20 took a negative turn in the 4th quarter. The largest declines in new license applications occurred in April and May at the beginning of the pandemic restrictions, with a 3% gain in June. The number of issued licenses also experienced the most significant decline during the 4th quarter reporting period. Positive trends include a 2% increase in total active licenses compared to FY 2018-19; a decline of 25% in voluntary surrender requests; a 7% drop in license suspensions for no bond; and a 13% decrease in the number of licenses revoked by the Board.

	4 <sup>th</sup> Quarter	Annual
New License Applications	431 (21%)	1,991 (1%)
Issued Licenses	213 (38%)	1,190 (15%)
Change Applications	605 (24%)	2,636 (7%)
Placed on Inactive Status	41 (8%)	163 (12%)
Voluntary Surrender	77 (14%)	229 (25%)
Licenses Suspended (no bond)	167 (24%)	609 (7%)
Licenses Revoked	14 (61%)	71 (13%)

As of June 30, 2020

Active Licenses: 16,441\* (2%) -- Inactive Licenses: 502 (9%)

\*The suspension of licenses based on failure to renew was paused in the 4th quarter as a result of the COVID-19 Emergency Declaration.

## NEW LICENSE APPLICATION TRENDS

Month	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	% Change
1st Qtr	394	398	460	497	8%
2nd Qtr	385	386	498	488	-2%
3rd Qtr	398	475	514	575	12%
4th Qtr	455	539	548	431	-21%
Fiscal Year Total	1,632	1,798	2,020	1,991	-1%

% Change from Prior FY

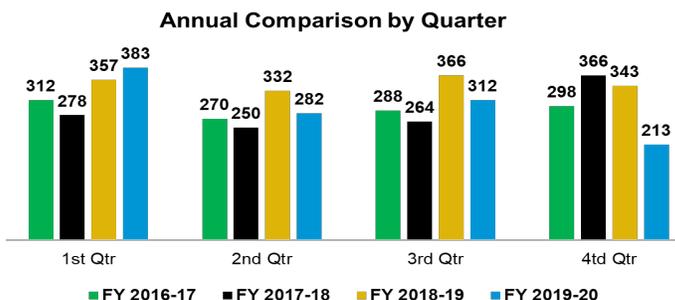
## CHANGE APPLICATIONS FY 2019-20

LICENSE CHANGE CATEGORY	# APPS RECEIVED
Permanent Raise in Limit	688
Change of Officer/Member/Manager	523
Change/Addition of Qualified Individual	465
Voluntary Surrender	265
Inactivate a License	190
Name Change	162
Single Project Limit Increase	112
Broadening of Classification	91
Extension of Time to Replace Qualified Individual	49
Removal of Indemnification	33
Reactivation of Inactive Licenses	26
Conversion of Entity	25
Lower Limit and Bond Request	2
Release of Bonding Requirement	0
<b>TOTAL RECEIVED</b>	<b>2,631</b>

## MOST APPLIED FOR LICENSES IN FY 2019-20

Primary Classification	In State	Out of State	Total
B General Building	235	216	451
C-2 Electrical	129	112	241
A General Engineering	104	133	237
C-3 Carpentry, Maintenance & Minor Repairs	116	39	155
C-4 Painting & Decorating	90	27	117
C-21 Refrigeration & Air Conditioning	81	27	108
C-1 Plumbing & Heating	75	27	102
C-5 Concrete Contracting	66	20	86
C-14 Steel Reinforcing & Erection	38	32	70
C-10 Landscape Contracting	52	9	61
C-15 Roofing & Siding	30	15	45
C-20 Tiling	40	5	45
C-16 Finishing Floors	31	8	39

## ISSUED LICENSE TRENDS



# Online License Renewal Trends on the Rise

Online registrations for FY 2019-20 reflect a total of 2,183 new contractor license accounts added. This represents a 37% decline from FY 2018-19. A total of 530 licenses were registered during the 4th quarter, which is a 40% decline over the same period in FY 2018-19.

As of June 30, 2020, there are 8,146 registered online accounts, representing 49% of all active and inactive licensees. Online registration became available during the first quarter of FY 2018-19.

## ONLINE RENEWALS - FY 2019-20 TRENDS

	FY 2017-18	FY 2019-20	% Change
Total Renewals	7,531	7,739	3%
Online Renewals	3,190	4,486	41%
% Renewed Online	42%	58%	

*% Change from biennial period two years ago*

## RENEW YOUR LICENSE ONLINE!

[WWW.NSCB.NV.GOV](http://WWW.NSCB.NV.GOV)

### CONVENIENT, EFFICIENT, & SAVES TIME!

**GETTING STARTED IS EASY!**

- Click "Online License Renewal Login"
- Click "Create Account"
- Follow steps to set up account.
- Begin accessing available online services.

**ONLINE SERVICES INCLUDE:**

- License Renewal
- Update Address Information
- Order Extra Pocket ID Cards

GIVE IT A TRY...  
YOU'LL SEE WHY!

Home License Searches Agendas & Minutes Applying for a License **Online License Renewal**

### Online License Renewal

Renewing your contractor's license online is quick and convenient.

If you are a first time user, create your online account using the Online License Renewal Login link to the right, then select Create Account and follow the prompts. You will need the online registration ID located in the upper right-hand corner of your renewal form.

If you already have an account, use the Online License Renewal Login link and enter your account email address and password.

For assistance creating your online account or renewing your contractor's license, contact Araceli Martinez, our online expert at (775) 850-7818.

NOTE: For the best website experience, we recommend that you use the latest version of Chrome, Firefox, Internet Explorer or Microsoft Edge.

Links

[Online License Renewal Login](#)

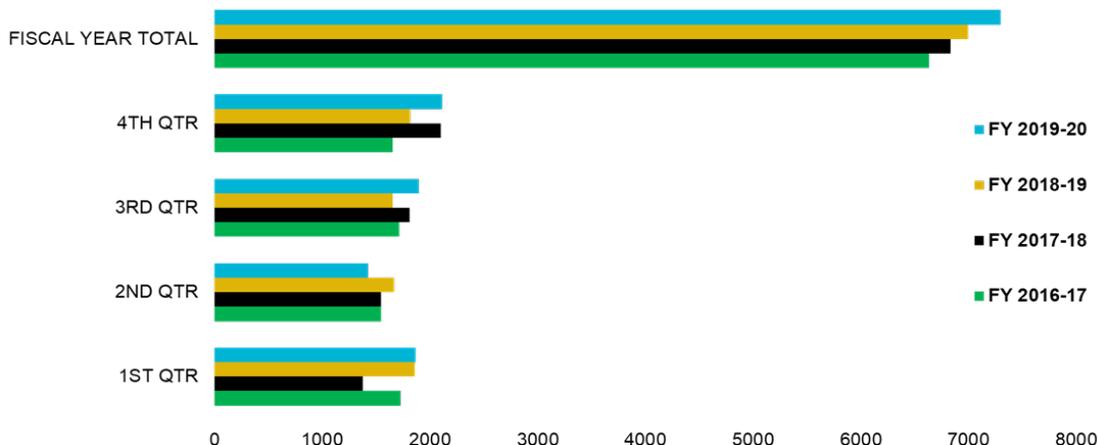
[Registration Instructions](#) (Written Instructional Guide for Creating an Online Account)

[www.nscb.nv.gov](http://www.nscb.nv.gov)

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5390 Kietzke Lane, Suite 102  
Reno, Nevada 89511  
(775) 688-1141

**Southern Nevada Office**  
2310 Corporate Circle, Suite 200  
Henderson, Nevada 89074  
(702) 486-1100

## ACTIVE LICENSE RENEWAL TRENDS



# Construction Safety Week: “Built on Safety”

September 14-18, 2020 is Construction Safety Week, and the Nevada State Contractors Board is encouraging all licensees to review the valuable resources available to help promote safe working environments for Nevada’s construction workforce.

By clicking the Construction Safety Week link below, you will gain access to daily discussion topics to have with your crew highlighting safety issues related to COVID-19; mental health

resources; workplace conditions, what safety looks like in your trade, and inviting suggestions for improvements; conversations employees should have at home about workplace safety; and more.

Do your part and join the actions being taken by many throughout the industry to educate our workforce and demonstrate our continued excellence and commitment to the livelihood of Nevada’s construction workforce!



The banner is split into two main sections. On the left, a white background features a stylized green and black logo of a building facade, followed by the text "CONSTRUCTION SAFETY WEEK" in bold, black, sans-serif font. Below this, a dark blue horizontal bar contains the text "SEPTEMBER 14-18" in white, bold, sans-serif font. On the right, a photograph of a smiling woman wearing a yellow hard hat, safety glasses, and an orange high-visibility vest over a blue polo shirt. A circular seal in the background of the photo reads "BUILT ON SAFETY" and "SAFETY WEEK 20".

**[www.ConstructionSafetyWeek.com](http://www.ConstructionSafetyWeek.com)**

*Download messaging/promotional tools, social media graphics, work discussion topics, translated materials, and other resources to help promote a safe and healthy workplace.*



The graphic features a dark blue background with a yellow and black hazard stripe pattern at the top and bottom. In the center, the slogan "BUILT ON SAFETY" is written in white, bold, sans-serif font, with a stylized green and black building logo between the words "ON" and "SAFETY". Below the slogan, a horizontal bar contains six white rectangular boxes, each with a safety topic listed in bold, black, sans-serif font: "Plan for Safety", "Identify & Eliminate Hazards", "Training", "Communication", "Front-Line Supervisors", and "Safe Choices".

# Workmanship Leads Investigative Complaints

NSCB's Investigations Department responds to all complaints against licensed and unlicensed contractors. The Board assists homeowners and licensed contractors with contracting matters, such as workmanship issues, abandonment, money owing complaints, violations of industry regulations, and allegations of fraudulent construction activities. After gathering evidence against unlicensed contractors, the Board may issue an Administrative Citation or submit a case to the local district attorney, who may file and prosecute misdemeanor, gross misdemeanor or felony charges.

## QUARTER 4

### 757 Complaints Opened

- 245 (32%) Workmanship
- 226 (30%) Unlawful Advertising
- 106 (14%) Industrial Regulation
- 97 (13%) Contracting w/o a License
- 46 (6%) Money Owing
- 37 (5%) Criminal Fraud

### 38 Disciplinary Hearings

- 8 Licenses revoked
- 30 Cases assessed fines & costs
  - \$96,900 fines; \$67,208 costs

### 84 Citations Issued

- 26 Administrative Citations issued to licensed contractors
  - *\$35,750 in fines; \$9,971 in costs*
- 56 Administrative Citations issued to unlicensed contractors
  - *\$145,300 in fines; \$28,062 in costs*

### 20 Criminal Affidavits filed with DAs

### 88 Cease and Desist Orders issued to unlicensed contractors

## FISCAL YEAR 2019-20

### 2,630 Complaints Opened

- 800 (30%) Workmanship
- 560 (21%) Industrial Regulation
- 540 (20%) Contracting w/o a License
- 492 (19%) Unlawful Advertising
- 198 (8%) Money Owing
- 40 (2%) Criminal Fraud

### 154 Disciplinary Hearings

- 54 Licenses revoked
- 110 Cases assessed fines & costs
  - \$410,800 fines; \$174,235 costs

### 406 Citations Issued

- 182 Administrative Citations issued to licensed contractors
  - *\$294,000 in fines; \$68,067 in costs*
- 224 Administrative Citations issued to unlicensed contractors
  - *\$427,800 in fines; \$97,438 in costs*

### 136 Criminal Affidavits filed with DAs

### 364 Cease and Desist Orders issued to unlicensed contractors

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## Tips for Mitigating Complaints

When it comes to construction-related complaints, lack of communication is often the culprit. The Contractors Board encourages all licensees prioritize customer service training; ensuring every staff member is equipped to respond effectively to dissatisfied customers. To best prevent complaints being filed with the Board, ensure all written contracts are detailed and include any specific requests from the customer that have been agreed to. This will help provide a level of assurance for them and afford you a point of reference on the project expectations should concerns arise.

Be cautious about making promises you're not certain can be delivered. Heightening consumer expectations during the bidding process can lead to shortfalls in the final product and unhappy customers. Be timely when paying suppliers and vendors. Diligent homeowners who satisfy money owed for services received should not be faced with additional hardships caused by mechanic's liens.

Lastly, be responsive to all requests and questions. Be willing to address customer concerns and help explain why something may or may not be able to be resolved. If a complaint has been filed and the Board has begun an investigation into the project, provide requested information and documentation timely. It is our intent to have you equally involved in the investigative process to best ensure the determination made supports the facts and evidence available from all parties.

# Residential Recovery Fund Continues to Aid Homeowners in Time of Need

During the most significant Recovery Fund cases to come before the Board during FY 2019-20 included 36 homeowners harmed by Affordable Patios & Sunrooms, dba Reno Patio & Fireplaces. At a January disciplinary hearing, the Board revoked the contractor’s licenses after finding the contractor in violation of several Nevada statutes, including abandoning construction projects, stopping work on projects after receiving payment, failure to prosecute projects with due diligence, and diversion of money or property.

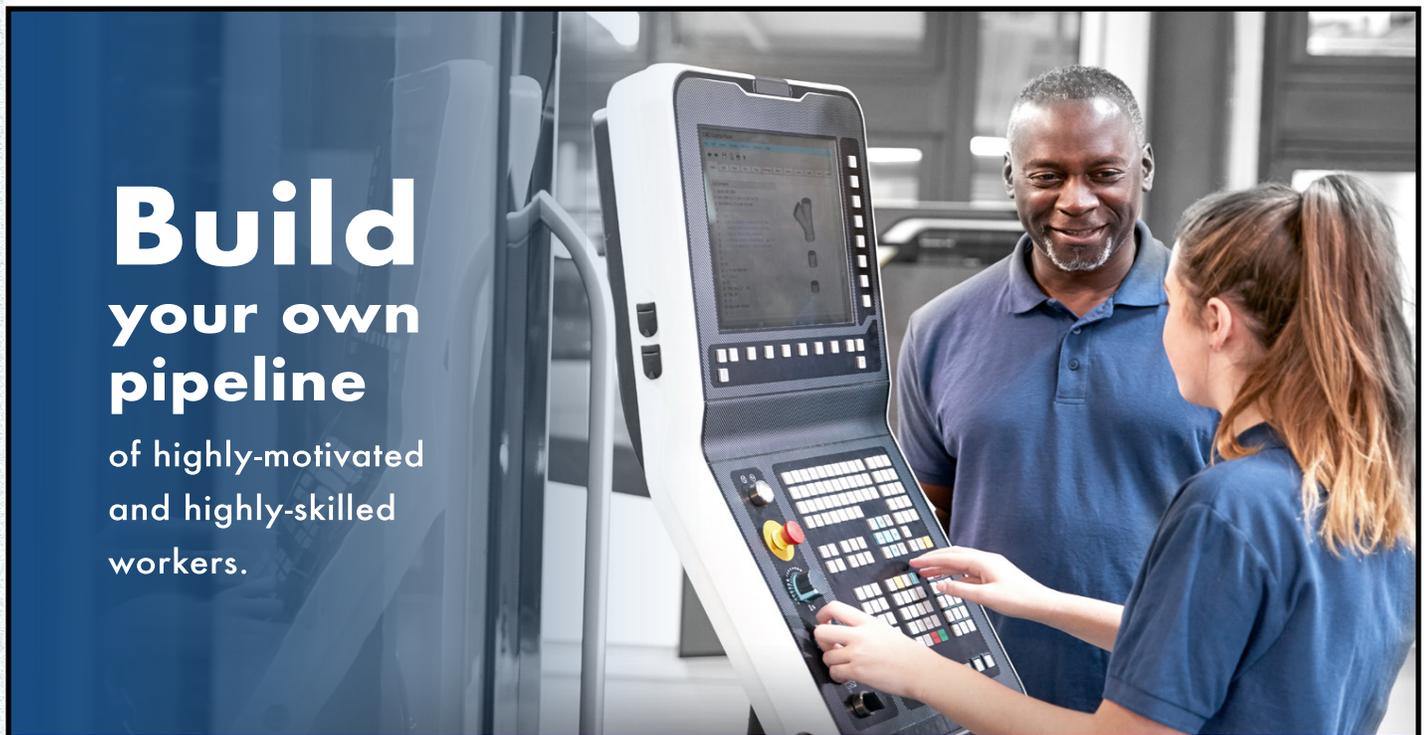
A criminal investigation for possible prosecution by the Washoe County District Attorney’s office.

Following the disciplinary hearing, 36

	4th Quarter	FY 2019-20
Claims Considered	64	107
Claims Awarded	58	92
Total Award Value	597,548	\$1.038M
Average Claim Award	\$10,303	11,280

homeowners harmed by Reno Patios & Fireplaces filed claims with the Recovery Fund.

All claims were validated by the Recovery Fund Committee and a total of \$321,507.74 was awarded collectively to the claimants for an average award of \$8,931.



## Build your own pipeline

of highly-motivated and highly-skilled workers.



For more details visit or email us:  
<http://www.gov.nv.gov/OWINN>  
[NVApprenticeship@gov.nv.gov](mailto:NVApprenticeship@gov.nv.gov)

### BENEFITS OF REGISTERED APPRENTICESHIPS

- Provides a custom-trained, experienced and skilled workforce
- A great solution for companies of all sizes and industries
- Your business could qualify for reimbursement that supports apprentices
- Correlated with lower turnover rates and improved productivity
- Flexible models with time-based, competency-based, or hybrid programs



## **EMPLOYER & EMPLOYEE INFORMATION ON COVID-19**

### **Can an employer cut my hours or terminate my employment?**

• Yes. Nevada labor laws do not require employers to guarantee hours worked. In addition, because Nevada is an “at will” employment state, the employer or employee can terminate the employment relationship at any time with or without notice. It is recommended that employers explore other options before taking any of these actions.

### **Can an employer decrease or change my rate of pay?**

• Yes. However, Nevada law requires a 7-day written notice before a decrease in wages can take effect. (NRS 608.100)

### **Can an employer pay less than minimum wage or not pay overtime?**

• No. An employer must pay the current minimum wage of \$8.00 if health benefits are offered and \$9.00 if health benefits are not offered. Overtime is required to be paid for time worked over 8-hours in a 24-hour period if the employee makes less than \$12.00 (offered health benefits) and \$13.50 (not offered health benefits). Overtime pay is required for over 40 hours of work.

### **How often must an employee be paid?**

• Employees must be paid at least semi-monthly. (NRS 608.060)

### **When must a discharged employee be paid?**

• A discharged employee’s wages shall be due and payable immediately. If not paid within 3-days penalties may apply. (NRS 608.020 & 608.040)

### **When must a quitting employee be paid?**

• Final wages must be paid within 7-days after the employee resigns or by the next regularly scheduled payday, whichever is earlier. (NRS 608.030)

### **How often must breaks be given?**

• An employee must be given a paid, 10-minute break for each 4-hour period of work. In addition, employees are entitled to an unpaid, 30-minute meal period for each 8-hour period of work. (NRS 608.019 & NAC 608.145)

### **Does a sick employee have to report to work?**

• No. An employee is not required to be physically present at work to notify his or her employer that he or she is sick or has sustained a non-work-related injury and cannot work. (Assembly Bill (AB) 181-80<sup>th</sup> Legislative Session 2019)

### **Does an employer have to provide paid leave?**

• Yes. Effective January 1, 2020, yes, a private employer who employs 50 or more employees in the state of Nevada must provide 0.01923 hour of paid leave per hour of work performed. (Senate Bill (SB) 312-80<sup>th</sup> Legislative Session 2019)

### **Can an employer require me to stay away from work if I have recently traveled?**

• Possibly. The Centers for Disease Control and Prevention (CDC) have imposed travel advisories and identified highly impacted areas. Travel to these areas or potential exposure to COVID-19 could require the employee to stay away from the office for a designated period.

### **If I am required to stay away from the office because of recent travel will I get paid?**

• Possibly. Employers may implement policies providing paid leave consistent with SB 312 or offer more generous paid leave policies. Employees may be required to utilize paid leave or Family Medical Leave Act (FMLA) leave depending upon the duration of the employee’s absence and condition. Mandatory Quarantines may also require the employer to not count this leave against an employee and pay them for this leave or allow the employee to use paid leave.

### **Do I have to travel for work?**

• Possibly. Employers can restrict and/or cancel travel to highly impacted areas identified by the CDC or cancel travel to other areas.

### **I have a vacation scheduled and my employer is now telling me I cannot take it?**

• An employer can encourage employees not to travel to areas that have been identified by the CDC as highly impacted areas or where travel advisories have been imposed. Travel to other areas or vacations that have been previously approved should be allowed to continue. The employee and employer should monitor the website of the CDC for additional areas that could be identified as highly impacted and adjust travel accordingly.

### **Can an employer deduct cleaning costs or other charges relating to COVID-19 from my paycheck?**

• No. Written authorization including the specific amount being deducted, the purpose for the deduction, and the pay period/date in which the deduction will be made is required. (NRS 608.110 & NAC 608.160)

# 4th Quarter Disciplinary Hearing Outcomes

The Nevada State Contractors Board took disciplinary action against licensed contractors for violations of Nevada Revised Statutes Chapter 624 during its April, May, and June 2020 hearings. The final Decision and Order is public information and can be accessed through the Board's License Search feature by typing in the respective license number(s) of interest.

Licensee & License #	Decision and Order
<b>Moseley's Plumbing &amp; Heating LLC</b> 78195 (C1) 79753 (C21b)	In violation of: <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(b)(1) Disregard or violation of building laws</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.3013(4) Failure to keep in force the required bond or cash deposit</li> <li>• NRS 624.3014(2)(a) Aiding or abetting an unlicensed person to evade the provisions of this chapter</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> <li>• NRS 624.3017(1) Workmanship which is not commensurate with standards of the trade in general</li> <li>• NRS 624.3018(2) Act cause for discipline against licensee who is member, officer, director or associate</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> </ul> Fined \$4,550 and assessed investigative costs. Licenses revoked.
<b>EMC Construction, LLC</b> 82027 (B2, B3)	In violation of: <ul style="list-style-type: none"> <li>• NRS 624.301(3) Failure to complete a construction project for price stated in contract</li> <li>• NRS 624.3011(1)(b)(1) Disregard or violation of building laws</li> <li>• NRS 624.3013(5) pursuant to NAC 624.700(3)(a) Failure to comply with a notice to correct</li> <li>• NRS 624.3013(5) pursuant to NRS 624.520 Notice to owner regarding residential recovery fund</li> <li>• NRS 624.3014(2)(a) Aiding or abetting an unlicensed person to evade the provisions of this chapter</li> <li>• NRS 624.3015(3) Entering into a contract with a contractor in excess of limit or beyond scope</li> <li>• NRS 624.3016(6) Failure to comply with NRS 624.600</li> <li>• NRS 624.3017(1) Workmanship which is not commensurate with standards of the trade in general</li> </ul> Fined \$4,700 and assessed investigative costs.
<b>Randolph Lyn Hanson, dba Randolph Hanson Construction</b> 77823 (B2, B3) 77987 (A12) 81484 (C20)	In violation of: <ul style="list-style-type: none"> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> </ul> Fined \$300 and assessed investigative costs.
<b>Spike Construction, Inc.</b> 59148 (B2) 62942 (C18)	In violation of: <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(b)(1) Disregard or violation of building laws</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> <li>• NRS 624.3016(1) Fraudulent or deceitful act</li> <li>• NRS 624.302(5) Failure or refusal to respond to request to cooperate in investigation of complaint</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> <li>• NRS 624.302(7) Failure or refusal to comply with order of Board</li> <li>• NRS 624.305(1) Unauthorized use, assignment, or transfer of license</li> </ul> Fined \$24,500 and assessed investigative costs. Both licenses were revoked.
<b>Buehner Construction, Inc.</b> 70637 (B)	In violation of: <ul style="list-style-type: none"> <li>• NRS 624.3014(1)(a) Acting in the capacity of a contractor except in the name on the license</li> <li>• NRS 624.302(1)(a) Contracting if license is suspended or revoked</li> </ul> Fined \$2,200 and assessed investigative costs. Failure to pay fines and costs will result in revocation of the license.
<b>Nestor Daniel Meza, dba Desert Hills Landscape</b>	In violation of: <ul style="list-style-type: none"> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> </ul>

See *DISCIPLINE*, page 13

**DISCIPLINE from page 12**

72949 (C10)	<ul style="list-style-type: none"> <li>NRS 624.3013(5) pursuant to NRS 624.520 Notice to owner regarding residential recovery fund</li> <li>NRS 624.3015(1) Acting beyond the scope of the license</li> <li>NRS 624.3017(1) Workmanship which is not commensurate with standards of the trade in general</li> </ul> <p>Fined \$850 and ordered to pay restitution in the amount of \$13,025.</p>
<b>Komax Development, Inc.</b> 67413 (B2)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>NRS 624.3011(1)(b)(4) Disregard or violation of laws regarding industrial insurance</li> <li>NRS 624.3013(3) Failure to establish financial responsibility</li> <li>NRS 624.302(6) Failure or refusal to comply with a request for information or records.</li> </ul> <p>Fined \$1,750 and assessed investigative costs. License revoked.</p>
<b>Haus Corporation, dba Thor Industries</b> 80186 (C21) 79867 (C1D)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>NRS 624.3015(1) Acting beyond the scope of the license</li> <li>NRS 624.3017(1) Workmanship which is not commensurate with standards of the trade in general</li> <li>NRS 624.3018(2) Act cause for discipline against licensee who is member, officer, director, associate</li> <li>NRS 624.302(1)(a) Contracting if license is suspended or revoked</li> </ul> <p>Fined \$1,750 and assessed investigative costs.</p>
<b>Marc Thomas Pipitone, dba Landmarc</b> 35262 (C10)  <b>Marc Thomas Pipitone, dba Acacia Landscape</b> 71902 (C10)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>NRS 624.3013(3) Failure to establish financial responsibility</li> <li>NRS 624.3013(5) pursuant to NRS 624.520(1) Notice to owner regarding residential recovery fund</li> <li>NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>NRS 624.3014(1)(a) Acting in the capacity of a contractor except in the name on the license</li> <li>NRS 624.3018(2) Act cause for discipline against licensee who is member, officer, director, associate</li> <li>NRS 624.302(5) Failure or refusal to respond to request to cooperate in investigation of complaint</li> </ul> <p>Fined \$850 and assessed investigative costs. Ordered to pay restitution of \$1,464. Financial Statement must be submitted to the Board within 30 days or licenses will be revoked.</p>
<b>T&amp;L Stone, LLC</b> 81734 (C3b) 81735 (C19) 81736 (C20)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>NRS 624.3014(2)(a) Aiding or abetting an unlicensed person to evade the provisions of this chapter</li> <li>NRS 624.3015(1) Acting beyond the scope of the license</li> <li>NRS 624.3015(2) Bidding in excess of the limit placed on the license</li> <li>NRS 624.3018(2) Act cause for discipline against licensee who is a member, officer, director, associate.</li> </ul> <p>Monetary limit reduced to \$40,000 on all licenses. Fined \$900 and assessed investigative costs.</p>
<b>Construction MD, LLC</b> 78772 (B2)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> <li>NRS 624.3013(4) Failure to keep in force the required bond or cash deposit</li> <li>NRS 624.3013(5) Failure to comply with the provisions of this chapter or regulations of the Board</li> <li>NRS 624.3013(5) pursuant to NAC 624.640(3) Notification of change in address or personnel.</li> </ul> <p>Fined \$600 and assessed investigative costs. License may be surrendered upon payment.</p>
<b>Turner Landscaping Corp.</b>	<p>Found in violation of:</p> <ul style="list-style-type: none"> <li>NRS 624.3014(1)(a) Acting as a builder under any name except that set forth on the license</li> </ul>

*See DISCIPLINE, page 14*

**DISCIPLINE from page 13**

80586 (C18) 80587 (C10)	<ul style="list-style-type: none"> <li>• NRS 624.3015(1) Acting in the capacity of a contractor beyond the scope of the license</li> </ul> <p>Fined \$700 and assessed investigative costs.</p>
<b>C and C Floors, LLC</b> 76997 (C16)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(b)(2) Disregard of safety or labor laws</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> </ul> <p>Fined \$2,500 and assessed investigative costs. License revoked.</p>
<b>Green Day, LLC</b> 78620 (C10) 78621 (C18)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.3013(5) Failure to comply with the provisions of this chapter or regulations of the Board</li> <li>• NRS 624.3018(2) Act cause for discipline against licensee who is member, officer, director, associate</li> </ul> <p>Fined \$550. Licenses revoked.</p>
<b>Perry W. Bottari, dba Bottari Construction</b> 37459 (B2)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(a) Disregard of plans, specifications, laws or regulations</li> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>• NRS 624.3013(5) pursuant to NAC 624.700(3)(a) Failure to comply with a notice to correct</li> <li>• NRS 624.3013(5) pursuant to NRS 624.520 Notice to owner regarding residential recovery fund</li> <li>• NRS 624.3016(6) Failure to comply with NRS 624.600</li> <li>• NRS 624.3017(1) Workmanship which is not commensurate with standards of the trade in general</li> </ul> <p>Fined \$2,350 and assessed investigative costs. Ordered to pay \$27,000 in restitution.</p>
<b>Humble Construction</b> 85395 (A12)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>• NRS 624.3013(5) pursuant to NRS 624.520 Notice to owner regarding residential recovery fund</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> </ul> <p>Fined \$350 and assessed investigative costs.</p>
<b>Tuff Shed, Inc.</b> 35208 (B2)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>• NRS 624.3013(5) pursuant to NRS 520(1) Notice to owner regarding residential recovery fund</li> </ul> <p>Fined \$600 and assessed investigative costs.</p>
<b>Movo Construction Group, LLC</b> 83485 (B2)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>• NRS 624.3013(5) pursuant to NRS 624.520 Notice to owner regarding residential recovery fund</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> <li>• NRS 624.3015(4) Knowingly entering into a contract with a contractor who is not licensed</li> </ul> <p>Fined \$1,350 and assessed investigative costs.</p>
<b>Keny's Landscaping &amp; Maintenance</b> 59467 (C10)	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> </ul>

*See DISCIPLINE, page 15*

**DISCIPLINE from page 14**

	<ul style="list-style-type: none"> <li>• NRS 624.3013(5) pursuant to NAC 624.700(3)(a) Failure to comply with a notice to correct</li> <li>• NRS 624.3013(5) pursuant to NRS 624.520 Notice to owner regarding residential recovery fund</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> <li>• NRS 624.3017(1) Workmanship which is not commensurate with standards of the trade in general</li> </ul> <p>Fined \$1,350 and assessed investigative costs.</p>
<p><b>Handymen &amp; Associates, LLC</b> 67103 (C3) 84979 (C4A)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(b)(1) Disregard or violation of building laws</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>• NRS 624.3013(5) pursuant to NRS 624.520 Notice to owner regarding residential recovery fund</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> <li>• NRS 624.3018(2) Act cause for discipline against licensee who is member, officer, director, associate</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> </ul> <p>Fined \$2,100 and assessed investigative costs. Monetary limits reduced to \$225,000.</p>
<p><b>JSL Iceberg Air Conditioning &amp; Heating</b> 79280 (C21A, C21B, C21D)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(b)(1) Disregard or violation of building laws</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> </ul> <p>Fined \$7,500 and assessed investigative costs. License Suspended. Licensee must submit a compliant financial statement, or the license will be revoked.</p>
<p><b>TNA Construction, Inc., dba Fast Affordable Air</b> 74267 (C21)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(b)(1) Disregard or violation of building laws</li> </ul> <p>Fined \$1,000 and assessed investigative costs.</p>
<p><b>Russell Joseph Angione, dba Angione's in the Woods</b> 31790 (C3)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3012(2) Failure to pay for materials or services</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility; 2 counts of NRS 624.302(5) Failure or refusal to respond to request to cooperate in investigation of complaint</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> </ul> <p>Fined \$3,500 and assessed investigative costs. License suspended. Licensee must submit compliant financial statement, or the license will be revoked.</p>
<p><b>Nikam Development Company</b> 41513 (B)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(b)(4) Disregard of laws regarding industrial insurance</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.302(1) Contracting if license is inactive</li> </ul> <p>Fined \$2,500 and assessed investigative costs. License revoked.</p>
<p><b>J Cameron Construction, LLC</b> 79541 (B2)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(b)(4) Disregard of laws regarding industrial insurance</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> </ul> <p>Fined \$1,750 and assessed investigative costs. License revoked.</p>
<p><b>Acero Masonry, LLC</b> 80958 (C18)</p> <p><b>Acero Masonry, LLC, dba Acero Landscaping</b> 82720 (C10)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.3018(2) Act cause for discipline against licensee who is member, officer, director, associate</li> <li>• NRS 624.302(5) Failure or refusal to respond to request to cooperate in investigation of complaint</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> </ul>

*See DISCIPLINE, page 16*

**DISCIPLINE from page 15**

	<p>Fined \$1,000 and assessed investigative costs. Licenses Suspended. Licensee must submit a compliant financial statement.</p>
<p><b>Vernon Herbert Dimick, dba Dimick Drilling</b> 10062 (C23)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.301(1) Abandonment without legal excuse of a construction project</li> <li>• NRS 624.301(4) Failure to prosecute a project with reasonable diligence</li> <li>• NRS 624.301(5) Failure or refusal to comply with the terms of a contract</li> <li>• NRS 624.3012(1) Diversion of money or property</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.3013(5) Failure to comply with the provisions of this chapter or regulations of the Board</li> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>• NRS 624.3015(2) Bidding in excess of the limit placed on the license</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records.</li> </ul> <p>Fined \$13,700 and assessed investigative costs. License revoked.</p>
<p><b>Majestic General Contractors, LLC</b> 73962 (B2)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.3013(5) Failure to comply with the provisions of this chapter or regulations of the Board</li> <li>• NRS 624.302(5) Failure or refusal to respond to request to cooperate in investigation of complaint</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> </ul> <p>Fined \$1,050 and assessed investigative costs. License revoked.</p>
<p><b>Bad River Building, LLC</b> 75662 (B)</p> <p><b>Siegel Design &amp; Development, LLC</b> 80613 (B) 81560 (C1) 81857(C2A)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.301(4) Failure to prosecute a project with reasonable diligence</li> <li>• NRS 624.301(5) Failure or refusal to comply with the terms of a contract</li> <li>• NRS 624.3011(1)(b)(4) Disregard of laws regarding industrial insurance</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.3013(5) Failure to comply with the provisions of this chapter or regulations of the Board</li> <li>• NRS 624.3013(5) pursuant to NAC 624.700(3)(a) Failure to comply with a notice to correct</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> <li>• NRS 624.3018(2) Act cause for discipline against licensee who is member, officer, director, associate</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records</li> </ul> <p>Fined \$8,050 and assessed investigative costs.</p>
<p><b>Panda Refrigeration</b> 26472 (C21A, C21B, C21C)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3013(5) pursuant to NAC 624.640(5) Bids and contracts to include license number and limit</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> <li>• NRS 624.3015(2) Bidding in excess of the limit placed on the license</li> </ul> <p>Fined \$7,000 and assessed investigative costs.</p>
<p><b>Atlantis Pool &amp; Spa, LLC</b> 70842 (A10)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.301(2) Abandonment percentage of project completed less than percentage of the total price</li> <li>• NRS 624.301(4) Failure to prosecute a project with reasonable diligence; NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.3013(5) pursuant to NAC 624.700(3)(a) Failure to comply with a notice to correct</li> <li>• NRS 624.3013(5) Failure to comply with the provisions of this chapter or regulations of the Board</li> <li>• NRS 624.3013(5) pursuant to NRS 624.750(4)(b) Diversion of funds</li> <li>• NRS 624.302(5) Failure or refusal to respond to request to cooperate in investigation of complaint</li> </ul>

*See DISCIPLINE, page 17*

**DISCIPLINE from page 16**

	<ul style="list-style-type: none"> <li>• NRS 624.302(7) Failure or refusal to comply with order of Board</li> <li>• NRS 624.965.1 Violation of 624.900 to 624.965 concerning residential pools and spas Bid limit reduced to \$1.325 million. Fined \$10,600 and assessed investigative costs. Full value of fine assessment stayed pending completion of corrective work.</li> </ul>
<p><b>The A C Guys, LLC</b> 75730 (C21)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3013(5) pursuant to NAC 624.700(3)(a) Failure to comply with a notice to correct</li> <li>• NRS 624.3017(1) Workmanship which is not commensurate with standards of the trade in general</li> <li>• NRS 624.302(6) Failure or refusal to comply with a request for information or records Fined \$5,300 and assessed investigative costs. Full value of fine assessment stayed pending completion of corrective work.</li> </ul>
<p><b>Yan Hong Liu, dba C&amp;L Enterprise</b> 60690 (B2)</p> <p><b>Liu's Group, LLC, dba Floor Coverings International of Las Vegas</b> 80127 (C3) 80128 (C20) 80129 (C16)</p>	<p>In violation of:</p> <ul style="list-style-type: none"> <li>• NRS 624.3011(1)(b)(1) Disregard or violation of building laws</li> <li>• NRS 624.3013(3) Failure to establish financial responsibility</li> <li>• NRS 624.3014(1)(a) Acting in the capacity of a contractor except in the name on the license</li> <li>• NRS 624.3015(1) Acting beyond the scope of the license</li> <li>• NRS 624.3016(1) Fraudulent or deceitful act</li> <li>• NRS 624.3018(2) Act cause for discipline against licensee who is member, officer, director, associate</li> <li>• NRS 624.302(7) Failure or refusal to comply with order of the Board</li> </ul> <p>Fined \$12,500 and assessed investigative costs. Licenses placed on active probation for 2 years. Licensee to retake and pass CMS exam. Monetary limit on license numbers 80127, 80128, and 80129 reduced to \$25,000.</p>

**TRAINING DAY from page 5**

Insights in residential, commercial, and public works construction projects were shared; most agreeing that while impacts on project sizes, values, and timelines are being noticed as a result of the pandemic, the outlook overall for the industry remains optimistic as scheduled projects are getting completed.

Panelists addressed the differences between the 2008 recession and the current pandemic, including improvements to lending practices, the sustained availability of private monies and public works projects, and scaled back building practices that more closely align with the costs of land and materials.

Residential construction hopes to see a stable increase of 3-5% in the next year, while those in commercial construction hope to return to pre-COVID conditions and opportunities by 2022.

A noteworthy topic held during the discussion highlighted the efforts made by the industry to give back to the community throughout the ongoing pandemic. Contractors across all trades stepped up to donate PPE to health care providers; develop

fundraisers to be able to provide resources and financial aid to affected families; and collaborated with school districts across the state to provide free meals, school supplies, and safety materials needed to ensure safe learning environments for Nevada’s children and educators.

The Board wishes to acknowledge and extend its appreciation for the time and participation of all speakers. This year’s virtual format was both convenient and well received by all who attended. To maximize the Board’s ability to serve the industry, it would like to encourage all licensees to contact us with training topics you would like to see on a more regular basis. The Board is more than happy to schedule shorter, more focused training or informational sessions in the near future to meet the needs and interests of licensees!

*The viewpoints of all speakers reflect their independent perspectives based on their area of expertise.*

**HAVE A TRAINING TOPIC OR IDEA?**

Contact Jennifer Lewis  
702-486-1139 -- [jlewis@nscb.state.nv.us](mailto:jlewis@nscb.state.nv.us)

# Education & Training Courses

If you are interested in furthering your education and training your employees, please view the course catalogs affiliated with each location noted below, or contact the college of interest directly for more information. **\*\*Continuing education is not required in order to maintain a Nevada contractor's license.**

## **SOUTHERN NEVADA**

### **College of Southern Nevada - (702) 651-5555**

- Architectural Design Technology
- Bricklayers
- Carpenters
- Cement Masons
- Construction Management
- Drywall Applicator & Finishers
- Electrical
- Environmental & Construction Workers
- Facility Maintenance & Manufacturing
- Floor Coverers
- Glaziers
- Heat & Frost Insulators
- Iron Workers
- Mechanical Technology
- Millwrights
- Operating and Maintenance Engineers
- Operating Engineers
- Painters
- Pile Drivers
- Plasterers
- Plumbers/Pipefitters
- Roofer & Waterproofer
- Scaffold Erector
- Sheet Metal Worker
- Sustainable Construction
- Teamsters
- Tile Setters
- Water/Wastewater Treatment

## **NORTHERN NEVADA**

### **Truckee Meadows Community College - (775) 673-7111**

- Construction Drawing & Detailing
- Basic Refrigeration Servicing
- Intro to LEED & Sustainable Building
- Intro to General Mechanics
- Business Speech Communications
- Construction Cost Control
- Construction Estimating II
- Construction Planning, Scheduling & Control
- Construction Law
- Carpentry Apprentice I - IV
- Electrical/Electronic Circuits
- Intro to AC Controls
- Electric Motors & Drives
- Build Construction I
- Math for Technicians
- Orientation & Work Process
- Radiographic Photography & Techniques
- **Also offering** EPA Renovation Repair, and Painting Certification classes & mandatory refresher courses!

### **Great Basin College - (775) 738-8493**

- Air conditioning
- Applied Industrial Technology
- Diesel Technology
- Electrical Instrumentation Technology
- Electrical Theory
- Energy
- Electronics
- Fire Science
- Industrial Millwright
- Technology
- Metals
- Machine Tool Technology
- Welding
- Woodworking

### **Western Nevada College - (775) 445-3000**

- Bookkeeping
- Financial Accounting
- Intro to Quickbooks
- Business Law
- Solid Modeling & Design
- Soils & Foundations for
- Construction
- Temporary Construction Structures
- Construction Cost Control
- Construction Law & Contracts
- Construction Materials &
- Methods
- Construction Contract Documents
- Construction Site Safety



# 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 Nevada's *State Contractors Board Handbook*, Chapter 624 of the Nevada Revised Statutes and Chapter 624 of the Nevada Administrative Code. Contact the Nevada State Contractors Board for a copy.

- Include your license number and monetary limit on all contracts & 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
- Ensure you're using the business name as referenced and approved by the Board. NRS 624.305
- Do not allow bids or contracts to exceed your monetary limit value (including change orders). NRS 624.3015(2)
- Do not work outside the scope of your license classification. NRS 624.3015(3)
- Maintain all records, documentation, receipts, contracts, etc. for a minimum of three years. NRS 624.3013(1)
- Include the 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.
  - 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 the Contractors Board in writing within 30 days. NAC 624.640(3)
- Notify the Board within 10 days if your qualified individual leaves the company. NRS 624.285