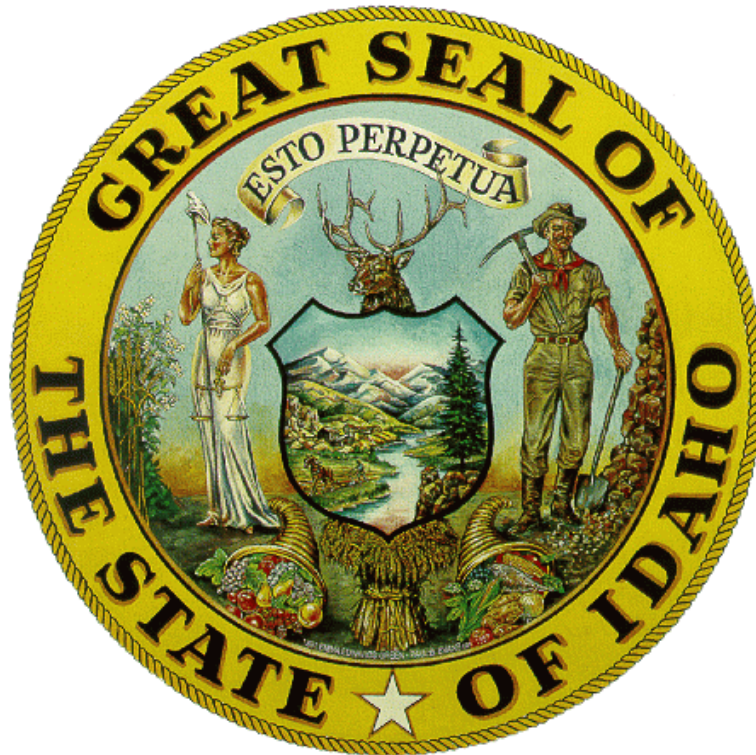


DIVISION OF BUILDING SAFETY

PUBLIC WORKS CONTRACTOR  
LICENSE BOARD MEETING

OCTOBER 7, 2019



# PUBLIC WORKS CONTRACTORS LICENSE BOARD

**Agenda Item No. 01**

**Agenda and Minutes**

**PRESENTER:** Jim Roletto, Chairman

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**OBJECTIVE:** Approve the PWCL Board's October 7, 2019 Agenda and July 15, 2019 Board Meeting Minutes.

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**ACTION:** Consent

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**BACKGROUND:**

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**PROCEDURAL  
HISTORY:**

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**ATTACHMENTS:** Tentative Agenda and Draft Minutes

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# **TENTATIVE AGENDA**

## **NOTICE OF PUBLIC MEETING**

### **PUBLIC WORKS CONTRACTORS LICENSE BOARD VIDEOCONFERENCE MEETING**

**Division of Building Safety  
1090 East Watertower Street, Suite 150, Meridian  
1250 Ironwood Drive, Suite 220, Coeur d'Alene  
2055 Garrett Way, Building 1, Suite 4, Pocatello**

**Teleconference – (877) 820-7831--529619  
dbs.idaho.gov – (208) 332-7137**

**Monday, October 7, 2019**

**9:30 a.m. – 11:00 a.m. (MST)**

**8:30 a.m. – 10:00 a.m. (PST)**

- 
- 9:30 a.m. CALL TO ORDER** – Jim Roletto, Chairman
- o Roll Call & Introductions
  - o Open Forum

#### **CONSENT AGENDA**

1. Approval of the October 7, 2019 Agenda and July 15, 2019 Board Meeting Minutes – Jim Roletto

#### **ACTION AGENDA**

2. Schedule 2020 Board Meetings – Jim Roletto
3. Vote to Authorize Notice of Omnibus Rulemaking – Adoption of Pending Rule and Notice of Omnibus Fee Rulemaking – Adoption of Pending Fee Rule with regard to IDAPA 07.05.01 in docket numbers 07-0000-1900 and 07-0000-1900F – Patrick J. Grace, Regional Manager
4. Vote to Accept or Reject the Pending Rule for Docket Number 07-0501-1901, Which Reduces License Renewal Fees – Patrick J. Grace

#### **INFORMATIONAL AGENDA**

5. Lease Liability on Financial Statements – Patrick J. Grace

6. Self-Perform Plumbing/HVAC/Electrical Work on a Bid – Ron Whitney,  
Deputy Administrator
7. Administrator Report – Chris L. Jensen, Administrator
  - Financial Report

**11:00 a.m. ADJOURN**

*For additional agenda information, refer to the packet, available one week prior to this meeting, at the DBS's central and regional offices and <https://dbs.idaho.gov/boards/pwboard/pwmeetings.html>.*

*All times, other than beginning, are approximate and scheduled according to Mountain Standard Time (MST), unless otherwise noted. Agenda items may shift depending on the PWCL Board's preference. 09/30/2019rb*

**PUBLIC WORKS CONTRACTORS LICENSE BOARD  
VIDEOCONFERENCE MEETING**

**Monday – July 15, 2019 – 9:30 a.m. (MDT)**

**Division of Building Safety  
1090 East Watertower Street, Suite 150, Meridian  
1250 Ironwood Drive, Suite 220, Coeur d’Alene  
2055 Garrett Way, Building 1, Suite 4, Pocatello**

**DRAFT MINUTES OF THE JULY 15, 2019 MEETING**

**NOTE:** The following report is not intended to be a verbatim transcript of the discussions at the meeting, but to record the significant features of those discussions.

Chairman Jim Roletto called the meeting to order at 9:33 a.m. (MDT)

**Board Members Present:**

Jim Roletto, Chairman  
Chuck Graves  
Robbie Austin  
Karen Echeverria – Teleconference  
Brian Bailey – Teleconference

**DBS Staff Present:**

Chris L. Jensen, Administrator  
Ron Whitney, Deputy Administrator  
Spencer Holm, Deputy Attorney General  
Larry Jeffres, Regional Manager, Region 1  
Patrick J. Grace, Regional Manager, Region 2  
Jeff Egan, Building Program Manager  
Renee Bryant, Administrative Assistant 2

◆ **Open Forum**

Lease Liability on Financial Statements – Tyler Nyman, B.A. Harris, LLP, stated there has been a change in the lease accounting standards that goes into effect for non-public companies for their 2020 financial statements. The change will impact clients working capital because the entire next years’ lease payments become a current liability and several licensees will have to be downgraded as a result. One strategy is to simply take a departure from capital, which means the financial statement issuer has not adopted these new lease accounting standards. When questioned, the accountant’s report is still prepared in accordance with the generally accepted accounting principles (GAAP); however, there would be an extra paragraph to say there is a departure from GAAP as it relates to lease liabilities. A handout was provided of sample financial statements, before and after the adoption of the lease accounting standards.

Administrator Chris L. Jensen recommended, and the Board agreed, to pursue changing the PWCL statute and/or rules by relying on bonding companies, who do this for a living, to inform DBS what a company is worth or capable of.

**ACTION:** The Administrator will research this topic; bringing new information to the October Board meeting.

**ACTION:** The topic *Lease Liability on Financial Statements* to be placed on the October 19, 2019 agenda as an informational item.

◆ **Approval of July 15, 2019 Agenda, May 2, 2019 Special Board Meeting Minutes and April 15, 2019 Board Meeting Minutes**

**MOTION:** Chuck Graves made a motion to approve the July 15, 2019 Agenda, May 2, 2019 Special Meeting Minutes, and April 15, 2019 Meeting Minutes as presented. Karen Echeverria seconded. All in favor, motion carried.

◆ **Administrator Report**

Financial Report – The Board’s financials are in good shape and continue to grow.

Construction – Throughout the state of Idaho, construction is booming with no down turn in sight.

DBS Inspectors – The 2021 budget, due in September 2019, will request additional monies to hire more inspectors as the current staff is struggling to keep up.

Licensing of Military Members and Spouses – At the 2019 legislature, a statute passed regarding the granting of licenses to those having experience from the military. DBS will run a rule during the 2020 legislative session to expedite applications/licenses for recently discharged military members, veterans, and spouses.

◆ **Conduct Negotiated Rulemaking Regarding Proposed Rule Reducing Licensing Renewal Fees**

The Division placed a notice in the Administrative Bulletin for negotiated rulemaking. With no audience members at the meeting, the Board moved to the action item *Approval of Temporary and Proposed Rule Reducing Licensing Renewal Fees*.

◆ **Approval of Temporary and Proposed Rule Reducing Licensing Renewal Fees**

When doing a temporary rule, the Administrative Procedures Act requires the rule be published in the next available Administrative Bulletin. The Board approved the temporary rule, to reduce licensing renewal fees, at its January 2019 meeting; however, the proper documentation was never published in the Bulletin. Therefore, the Board was asked, for a second time, to approve the reduction of fees as a temporary and proposed rule.

**MOTION:** Karen Echeverria made a motion to approve both the temporary and proposed rule with one change, on the second line the word “and” after “licensing” needs to be struck as well.

There are two different fees, initial and renewal; therefore, the word “and” needs to remain.

**AMENDED MOTION:** Karen Echeverria amended her motion to approve the temporary and proposed rule. Chuck Graves seconded. All in favor, motion carried.

On July 12, 2019, DBS received a memo from the Governor’s office requiring all pending rules be approved by the Board after the 21-day comment period. Therefore, the Board will need to approve the pending rule at its October 2019 meeting.

**ACTION:** At the October 7, 2019 meeting, the Board will vote to approve the pending rule.

**ACTION:** The topic *Approval of Pending Rule--Reduction of Licensing Fees* will be placed as an action item on the agenda for the October 2019 Board meeting.

◆ **Adjournment**

**MOTION:** Chuck Graves made a motion to adjourn the meeting.

The meeting adjourned at 9:57 a.m. (MDT).

\_\_\_\_\_  
JIM ROLETTO, CHAIRMAN  
PUBLIC WORKS CONTRACTORS  
LICENSE BOARD

\_\_\_\_\_  
CHRIS L. JENSEN, ADMINISTRATOR  
DIVISION OF BUILDING SAFETY

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

These draft minutes are subject to possible corrections and final approve by the PWCL Board. 09/16/2019rb

# PUBLIC WORKS CONTRACTORS LICENSE BOARD

**Agenda Item No. 02**

**Schedule 2020 Board Meetings**

**PRESENTER:** Jim Roletto, Chairman

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**OBJECTIVE:** Schedule 2020 board meetings.

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**ACTION:** Vote to accept, reject or modify the 2020 meeting dates as proposed under the topic *Background*.

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**BACKGROUND:** Suggested 2020 Board meeting dates:

**January 13th, April 13th, July 13th, and October 5th**

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**PROCEDURAL  
HISTORY:**

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**ATTACHMENTS:** Tentative 2020 Board Meeting Calendar

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# **PUBLIC WORKS CONTRACTORS LICENSE BOARD**

## **Agenda Item No. 03    Vote to Authorize Notice of Omnibus Rulemaking – Adoption of Pending Rule and Notice of Omnibus Fee Rulemaking – Adoption of Pending Fee Rule with regard to IDAPA 07.05.01 in Docket Numbers 07-0000-2900 and 07-0000-1900F**

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**PRESENTER:**            Patrick J. Grace, Regional Manager

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**OBJECTIVE:**            Discuss whether to move forward with the reduction of licensing renewal fees.

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**ACTION:**                Vote to Authorize Notice of Omnibus Rulemaking – Adoption of Pending Rule and Notice of Omnibus Fee Rulemaking – Adoption of Pending Fee Rule.

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**BACKGROUND:**        Governor Little has asked boards with rulemaking authority to approve their rules as a “pending” status upon the completion of a 21-day public review comment period, which ended October 1, 2019.

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### **PROCEDURAL HISTORY:**

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**ATTACHMENTS:**      Notice of Omnibus Rulemaking/Fee Rulemaking and IDAPA 07.05.01

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## IDAPA 07 – DIVISION OF BUILDING SAFETY

DOCKET NO. 07-0000-1900F

### NOTICE OF OMNIBUS RULEMAKING - ADOPTION OF PENDING FEE RULE

**EFFECTIVE DATE:** This rule has been adopted by the agency and is now pending review by the 2020 Idaho State Legislature for final approval. Pursuant to Section 67-5224(5)(c), Idaho Code, this pending rule will not become final and effective until it has been approved by concurrent resolution of the Legislature because of the fee being imposed or increased through this rulemaking. The pending fee rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution unless the rule is rejected.

**AUTHORITY:** In compliance with Section 67-5224, Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Section(s) of Idaho Code:

I.C. § 39-4112	I.C. § 44-2107	I.C. § 54-2607	I.C. § 55-2203
I.C. § 39-4113	I.C. § 54-1005	I.C. § 54-1907	I.C. § 55-2211
I.C. § 39-4303	I.C. § 54-1006	I.C. § 54-4510	I.C. § 67-2601A
I.C. § 39-8605	I.C. § 54-2605	I.C. § 54-5017	
I.C. § 44-2103	I.C. § 54-2606	I.C. § 54-5022	

**DESCRIPTIVE SUMMARY:** The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed fee rule and the text of the pending fee rule with an explanation of the reasons for the change.

This pending fee rule adopts and re-publishes the following existing and previously approved and codified chapter(s) under IDAPA 07, rules of the Division of Building Safety:

- 07.02.02, Rules Governing Plumbing Permits (renamed Rules Governing Plumbing);
- 07.03.01, Rules of Building Safety;
- 07.03.03, Rules for Modular Buildings;
- 07.03.11, Rules Governing Manufactured/Mobile Home Industry Licensing;
- 07.03.12, Rules Governing Manufactured or Mobile Home Installations;
- 07.04.02, Safety Rules for Elevators, Escalators, and Moving Walks;
- 07.05.01, Rules of the Public Works Contractors License Board;
- 07.07.01, Rules Governing Installation of Heating, Ventilation; and Air Conditioning Systems, Division of Building Safety; and
- 07.10.01, Rules Governing the Damage Prevention Board

This pending fee rule allows the following existing and previously approved and codified or proposed fee chapter(s) under IDAPA 07, rules of the Division of Building Safety to expire:

- 07.01.02, Rules Governing Fees for Electrical Permits and Inspections;
- 07.01.03, Rules of Electrical Licensing and Registration – General;
- 07.01.11, Rules Governing Civil Penalties;
- 07.02.03, Rules Governing Permit Fee Schedule; and
- 07.02.07, Rules Governing Civil Penalties.

The text of the pending rule has been amended in accordance with Section 67-5227, Idaho Code. Only those sections that have changes that differ from the proposed text are printed in this bulletin. The original text of the proposed rule was published in the June 19, 2019 Idaho Administrative Bulletin (Special Edition), Vol. 19-6SE, pages (923-1025).

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Amendments to the chapters identified in this notice were made to consistent with executive orders 2019-01 and 2019-02 related to the Licensing Freedom Act and the Red Tape Reduction Act. Amendments made to the rulemakings included revision to eliminate unnecessary, outdated, or duplicative rule provisions, or to simplify or reformat (consolidate) rules.

Specifically, IDAPA chapters 07.01.02 – Rules Governing Fees for Electrical Permits and Inspections, 07.01.03 – Rules of Electrical Licensing and Registration – General, and 07.01.11 – Rules Governing Civil Penalties were allowed to expire and consolidated into a new, renamed chapter 07.01.01 – Rules of the Idaho Electrical Board. The proposed rules for that rulemaking are contained in docket number 07-0101-1901, published in the Idaho Administrative Bulletin, September 4, 2019 – Vol. 19-9, pages (132-154). Further, IDAPA chapters 07.02.03 – Rules Governing Permit Fee Schedule and 07.02.07 – Rules Governing Civil Penalties were allowed to expire and consolidated into a renamed chapter 07.02.02 – Rules Governing Plumbing. Additionally, former IDAPA chapters 07.02.05 at subsection 016.03 was revised to align it with I.C. § 54-2617(3); and 07.02.03 at subsection 011.02 was amended to identify a fee for modular and manufactured home inspections. Those changes can be found in the renamed 07.02.02 – Rules Governing Plumbing at subsections 207.03 and 102.02, respectively.

The Division of Building Safety rules are necessary to ensure that properly qualified persons continue to practice in the professions over which the Division exercises regulatory authority, and that the installations made in the various trades and professions related thereto, and other applicable construction work, is performed safely and in accordance with laws, codes, standards, and processes that protect the safety and welfare of the public.

The fee or charge imposed by the rule(s) is necessary to avoid immediate danger. The fee(s) or charge(s) reauthorized in this rulemaking are currently existing and have been previously promulgated by the agency and reviewed and approved by the Legislature. These fees and charges are part of the dedicated fund portion of the state budget, which makes up a material portion of the FY2020 budget. The FY2020 budget has already been set by the Legislature and passed into law. That budget relies upon the existence of these fees and charges to meet the state’s obligations and provide necessary state services. Failing to reauthorize these fee rules would create immediate danger to the state budget, immediate danger to necessary state functions and services, and immediate danger of a violation of Idaho’s constitutional requirement that it balance its budget. All Division programs that are covered by this notice operate from statutorily created dedicated funds that provide for the licensing of persons within the respective professions, as well as the inspection of such installations and/or administration of such programs by the Division. All of these operations require the collection of certain fees to ensure compliance with applicable standards and to protect the health and safety of the public.

**FEE SUMMARY:** The following is a specific description of the fee or charge imposed or increased. This rulemaking does not impose a fee or charge, or increase a fee or charge, beyond what was previously approved and codified in the prior rules. All fees contained in rule chapters covered by this notice relate to licensing and related administrative fees, fees to perform inspections on various types of construction installations, or the assessment of civil penalties for non-compliance with applicable statutes. This fee or charge is being imposed pursuant to the following sections of Idaho Code:

I.C. § 39-4004	I.C. § 44-2103	I.C. § 54-2607	I.C. § 54-5006
I.C. § 39-4107	I.C. § 44-2107	I.C. § 54-2623	I.C. § 54-5017
I.C. § 39-4112	I.C. § 44-2202	I.C. § 54-1907	I.C. § 54-5022
I.C. § 39-4113	I.C. § 54-1005	I.C. § 54-1910	I.C. § 55-2203
I.C. § 39-4303	I.C. § 54-1006	I.C. § 54-1912	I.C. § 55-2211
I.C. § 39-8605	I.C. § 54-1013	I.C. § 54-4510	I.C. § 67-2601A
I.C. § 39-8616	I.C. § 54-2606	I.C. § 54-5005	

**FISCAL IMPACT:** The following is a specific description, if applicable, of any negative fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year: This rulemaking is not anticipated to have any fiscal impact on the state general fund because the FY2020 budget has already been set by the Legislature, and approved by the Governor, anticipating the existence of the rules and fees being reauthorized by this rulemaking.

**ASSISTANCE ON TECHNICAL QUESTIONS:** For assistance on technical questions concerning this pending

rule, contact Patrick Grace, Regional Manager at 208-332-7120.

DATED this \_\_\_\_\_ day of October, 2019.

Chris Jensen  
Administrator  
Division of Building Safety  
1090 E. Watertower St., Ste 150  
Meridian, ID 83642  
208-332-7100

**IDAPA 07  
TITLE 05  
CHAPTER 01**

**07.05.01 – RULES OF THE PUBLIC WORKS CONTRACTORS LICENSE BOARD**

**000. LEGAL AUTHORITY.**

This chapter is adopted pursuant to Section 54-1907, Idaho Code, as amended. (3-20-04)

**001. TITLE.**

These rules are titled IDAPA 07.05.01, “Rules of the Public Works Contractors License Board.” (3-20-04)

~~**002. INTENT.**~~

~~The Board believes the legislature in providing the License Act and subsequent amendments thereto, intended to afford some protection to officials of units of government at all levels in their dealing with persons, firms or corporations engaging in the construction, reconstruction or repair of Public Works. The licensing of a person, firm or corporation as a “Public Works Contractor” is intended to provide the investing public body some assurance of the contractor’s reputation, ability, qualifications, experience and financial responsibility. (3-20-04)~~

~~**003. WRITTEN INTERPRETATIONS.**~~

~~This agency has no written interpretations of this chapter. (3-20-04)~~

**004. ADMINISTRATIVE APPEALS.**

The administrative procedures governing this chapter are outlined herein. (3-20-04)

~~**005. -- 009. (RESERVED)**~~

**010. DEFINITIONS.**

As used in these rules. (7-1-93)

**01. Administrator.** Refers to ~~t~~the administrator of the Division of Building Safety. (3-20-04)

**02. Applicant.** Means ~~a~~any person who has filed an application with the administrator. (3-20-04)

**03. Board.** Refers to ~~t~~the Public Works Contractors License Board ~~which is created within the Idaho Division of Building Safety as set forth in Title 54, Chapter 19, Idaho Code.~~ (3-20-04)

**04. Compiled.** Refers to ~~a~~a type of financial statement in which the information presented is based solely upon representations by an organization’s management. (3-20-04)

**05. Estimated Cost.** For the purposes of the application of Section 54-1903(i), Idaho Code, the term “estimated cost” refers to the total aggregate amount of the value of all the separate or individual jobs, parts, components, or undertakings involved in the construction of a single project when combined and considered as a whole, regardless of the types of trades, sub-contracts, work, or other individual aspects involved, and without regard to the number of trades or crafts that are involved. (3-29-10)

**06. Financial Statement.** A balance sheet and income statement prepared in accordance with generally accepted accounting principles. (3-20-04)

**07. Incidental Work.** Means ~~w~~work, the nature of which does not require any additional trade licenses

and which may be carried out in conjunction with an activity for which the licensee is licensed, but is not intended to produce an amount of income over ten percent (10%) of the total bid amount. (3-20-04)

**08. Independent Audit Report.** A report prepared by an independent certified public accountant presenting such auditor's opinion on the fairness of the organization's financial statements and prepared in accordance with generally accepted auditing standards. (3-20-04)

**09. Licensee.** Includes any individual proprietor, partnership, limited liability partnership, limited liability company, corporation, joint venture, or other business organization holding a current, unrevoked public works contractor license. (3-20-04)

**10. Petitioner.** ~~(7-1-93)~~

~~a. Any licensee who has filed with the Board a written request for the change or addition to the types of construction for which he is licensed; (7-1-93)~~

~~b. Any applicant or licensee requesting a rehearing in any proceeding or appealing from the final decision or order of the administrator or the Board; (3-20-04)~~

~~c. Any interested person requesting the promulgation, amendment or repeal of a rule; or (7-1-93)~~

~~d. Any interested person requesting a declaratory ruling on the applicability of the License Act or of any rule or order of the Board. (7-1-93)~~

**11. Qualified Individual.** The person qualifying by examination as to the experience and knowledge required by Section 54-1910(a), Idaho Code. (4-11-19)

**121. Reviewed.** Refers to a financial statement that is accompanied by the opinion of a certified public accountant stating that, based upon representations by the organization's management, the reviewer has a reasonable basis for expressing limited assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in accordance with generally accepted accounting principles. (3-20-04)

**011. -- 099. (RESERVED)**

~~**100. BOARD OFFICE — LOCATION, HOURS, MAILING ADDRESS, TELEPHONE NUMBER, FACSIMILE NUMBER.**~~

~~The address of the Board office, and its mailing address, is 1090 E. Watertower Street, Suite 150, Meridian, Idaho 83642. Office hours are from 8 a.m. until 5 p.m., daily. The office is closed on weekends and holidays. The Board telephone number is (208) 334 4057, and the facsimile number is (208) 855 9666. (3-20-14)~~

~~**101. MEETINGS.**~~

~~Meetings of the Board are subject to the Idaho Open Meeting Law, Title 67, Chapter 23, Idaho Code. (3-20-04)~~

**102. COMMUNICATION.**

~~All written communications, forms and documents concerning any matter covered by the Act or these rules may be addressed to the administrator and not to members of the Board or staff.~~ All communications are deemed officially received only when delivered to the office of the administrator. ~~Documents may be submitted in electronic format acceptable to the administrator.~~ (3-20-14)

**103. PETITIONS.**

An applicant or licensee seeking an order or decision of the administrator or the Board on any ~~application or other matter; or in any~~ disciplinary proceeding, must file a written petition. (3-20-04)

**104. FORM AND CONTENT OF PETITION.**

**01. Form.** The petition, including the heading, the name of the petitioner or person making the request,

and the purpose of the petition must ~~be in substantially~~ contain the following form: (3-20-04)

- a. ~~Paragraph 1 must state t~~The petitioner's name, address, and license number. (3-20-04)
- b. ~~Paragraph 2 must state t~~The petitioner's request in brief, precise and specific terms, including references to any pertinent statutes or rules, and must provide a detailed explanation of the purpose for the request. (3-20-04)
- c. ~~Paragraph 3 must contain the s~~Statements of fact to support the petitioner's request. Briefs and supporting documents may accompany petitions. (3-20-04)

**02. ~~Dated and Signed~~ Service.** The petition must be dated and signed by the petitioner, and filed as set forth in Section 102 of these rules. (3-19-99)

~~03. Filed. The petition must be filed as set forth in Section 102 of these rules. (3-20-04)~~

## 105. LICENSE RENEWAL -- FILING DEADLINES; PETITIONS FOR EXTENSION OF TIME TO FILE; LAPSED LICENSES.

**01. Filing Deadline.** Applications for renewal of a license must be filed by the last working day of the month in which the license expires. (3-20-04)

**02. Extension of Time.** A petition for an extension of time in which to renew must be filed by the last working day of the month in which the license expires. The petition must be accompanied by a fee in the amount of the prorated portion of the annual license fee for the class of license applied for, with a minimum fee of at least fifty dollars (\$50). The fee for this service is required in addition to the licensing and renewal fees provided for in Section 201 of these rules and must be paid to the Division at the time of application for licensure. Petitions not accompanied by the required fees or filed after the license has expired will not be honored. (3-21-12)

a. The petition must specify the number of days for which the extension is being requested; however under no circumstances may an extension exceed sixty (60) days. (3-20-04)

~~b. Under no circumstances may an extension exceed sixty (60) days. Petitions for more than sixty (60) days will not be honored. (3-20-04)~~

**03. Approval of Petition.** Approval of a petition for an extension of time authorizes operation as a contractor until the administrator completes action on the renewal application, provided the application for renewal is filed with the Board administrator within the extended time specified. (3-20-14)

**04. Failure to File.** If the licensee fails to file a timely application for renewal or petition for extension, the license lapses and expires on the last day of the license period. Licenses not renewed in a timely manner are considered delinquent for a period of one (1) year from the last day of the license period and may be renewed at any time during that year. Licenses delinquent for more than a period of one (1) year must be reinstated and the applicant for reinstatement must apply as if for a new license. (3-20-04)

**05. Expedited Licensure.** Upon an applicant's request and payment of a fee of one hundred dollars (\$100), the Division will expedite its review and determination of a license application. The fee for this service is required in addition to the licensing and renewal fees provided for in Section 201 of these rules and must be paid to the Division at the time of application for licensure. (3-21-12)

## 106. SPECIAL PROVISIONS COVERED IN A PETITION TO CHANGE OR ADD TYPES OF CONSTRUCTION.

A petition to change or add types of construction must be supported by evidence, satisfactory to the administrator, of work history, job performance, experience, equipment, financial responsibility, and a minimum of three (3) letters of reference. The evidence of work history, job performance, experience, and financial responsibility must comply with the requirements of Subsections 110.01 and 110.02 of these rules. All of the evidence must specifically pertain to



work that is similar in scope and value to that for which the change or addition is being requested. (3-20-04)

**~~107. RECORDS.~~**

~~Board records are subject to the Idaho Public Records Act, Title 74, Chapter 1, Idaho Code. (3-20-04)~~

**~~108. REVIEW.~~**

~~Any final decision of the administrator or the Board may be reviewed in accordance with the provisions of the Idaho Administrative Procedures Act, Title 67, Chapter 52, Idaho Code. (3-20-04)~~

**109. NOTICE.**

In any contested case or other matter of Board business, written notification, mailed to the licensee or the applicant at the most current address on record with the Board, constitutes sufficient notification for all purposes within Title 54, Chapter 19, Idaho Code, and these rules. (3-20-04)

**110. APPLICATION FOR LICENSURE -- DOCUMENTATION; APPRAISALS; REFERENCES; BONDING; AND FINANCIAL STATEMENTS.**

**01. Application Documentation.** To obtain a license, the applicant must submit to the administrator, on such forms and in a format as the administrator prescribes, including electronically, accompanied by the required fee for the class of license applied for, a complete written application for such license. All of the information submitted by the applicant must specifically pertain to work that is similar in scope and value to that for which licensure is being requested or that is being requested in a petition to change or add types of construction. The information contained in such application forms must include: (3-20-14)

**a.** A complete statement of the general nature of applicant's contracting business, including a concise description of the applicant's experience and qualifications as a contractor and a list of clients for whom work has been performed; (3-20-04)

**b.** A description of the value and character of contract work completed and for whom performed during the three (3) year period prior to filing the application; (3-20-04)

**c.** A general description of applicant's machinery and equipment; and (3-30-07)

**d.** An annual financial statement, as herein defined, that covers a period of time ending no more than twelve (12) months prior to the date of submission of the application, indicating compliance with such financial requirements as the Board may prescribe by rule. The applicant's financial statement may be supplemented with: (4-4-13)

**i.** Bonding. As authorized by Section 54-1910(e), Idaho Code, a letter from applicant's bonding company, not an insurance agent, stating the amount of the applicant's bonding capability per project and in the aggregate, including supporting documentation; (3-30-07)

**ii.** Guaranty. Documentation, satisfactory to the administrator, of the existence of a written guaranty agreement between the applicant and a third-party in which the third-party guarantor agrees to assume financial responsibility for payment of any obligations of the applicant for any particular project as may be determined by a court of competent jurisdiction. The guaranty agreement, along with financial statements meeting the requirements of Paragraph 110.01.e. of this rule, must be submitted with the license application. (3-30-07)

**e.** For Class A, AA, AAA, and Unlimited license applications, financial statements must be accompanied by an independent auditor's report or be reviewed. For Class B and CC license applications, financial statements must be accompanied by an independent audit report or be reviewed or compiled by a certified public accountant. For Class C and Class D license applications, financial statements must be accompanied by an independent audit report or be reviewed, compiled, or on the form provided by the administrator, and include such additional information as may be required by the administrator to determine the applicant's fitness for a license. (3-27-13)

**f.** The name, social security number, and business address of an individual applicant or, if the applicant is a partnership, its tax identification number, business address, and the names and addresses of all general partners; and if the applicant is a corporation, association, limited liability company, limited liability partnership, or other organization, its tax identification number, business address, and the names and addresses of the president, vice president, secretary, treasurer, and chief construction managing officers, or responsible managing employee.

(3-20-04)

**g.** Applicants requesting a licensing class higher than that for which the applicant is currently licensed must provide documentation, satisfactory to the administrator, of having performed projects, similar in scope and character to those for which license is requested. The monetary value of those jobs must fall within a range not less than thirty percent (30%) below that for which the applicant is currently licensed.

(3-20-14)

**02. Application for Change in Licensing Class.** Requests for a licensing class higher than that for which the applicant is currently licensed must be accompanied by the information in Subsection 110.01 of these rules, and the applicable fee. Licenses granted under Subsection 110.02 of these rules are valid for a period of twelve (12) months from the date of issuance.

(4-11-06)

**03. Extension of Time to File Financial Statement.** The administrator may grant an extension of time to file the annual financial statement if the licensee provides an interim compiled balance sheet and income statement for the applicant's fiscal year-to-date, duly certified as true by the applicant, and if a partnership, limited liability company, or limited liability partnership by a member thereof, and if a corporation, by its executive or financial officer. Such renewal application must be filed prior to the first day of such renewal licensing period. In the event an extension is granted, the renewal license is valid for a period of twelve (12) months from the date of the issuance of the renewal license.

(3-20-04)

**04. Appraisals.** The administrator may require submission of an independent appraisal of any real or chattel property reported by an applicant or licensee. Such appraisals must be conducted by a disinterested person or firm established and qualified to perform such services.

(3-20-04)

**05. References.** The administrator may require an applicant for an original or renewal license to furnish such personal, business, character, financial, or other written references as deemed necessary and advisable in determining the applicant's qualifications.

(3-20-04)

**111. FINANCIAL REQUIREMENTS.**

The financial requirements for obtaining and maintaining a heavy, highway, building, and specialty construction license under this act must be as described in this section for each respective class. An applicant requesting a license for each class identified in this section must have a minimum net worth and possess an amount of working capital as provided in Table 111.01:

TABLE 111.01 – FINANCIAL REQUIREMENTS		
LICENSE CLASS	NET WORTH	WORKING CAPITAL
Unlimited	\$1,000,000	\$4,060,000
AAA	\$600,000	\$200,000
AA	\$450,000	\$150,000
A	\$300,000	\$100,000
B	\$150,000	\$50,000

CC	\$75,000	\$25,000
C	\$25,000	\$7,500
D	\$10,000	\$3,000

(6-30-19)T

**112. EXAMINATION.**

The Board approves all subject areas and topics to be included in the ~~examinations to become licensed as a~~ public works contractor license examination.

(4-9-09)

**01. Frequency of Conducting of Examinations.**

(4-9-09)

**a.** Examinations for all classes of licenses under the Public Contractors laws and rules will be given a minimum of four (4) times each year in at ~~least the Division's~~ three (3) office locations.

(4-9-09)

~~i. One (1) to be in north Idaho; (4-9-09)~~

~~ii. One (1) to be in southwest Idaho; and (4-9-09)~~

~~iii. One (1) to be in southeast Idaho. (4-9-09)~~

**b.** The applicant will be notified in writing of the date, time, and location at which the examinations will be given, following approval of the application. (4-9-09)

**02. Professional Testing Services.** In lieu of the administration by the administrator of the examination for licenses ~~pursuant to this rule~~, the administrator may contract with a professional testing service to administer the examination, and require all license applicants with the exception of Class D applicants to pay to the testing service the fee that they have set for the examination, and to take such examination at the time set by such service, and provide the Division acceptable verification of the test score with the exception of Class D applicants. ~~After taking such examination, an official copy of the applicant's test score must be provided to the administrator before the license will be granted. If the examination is conducted in this fashion, n such instances,~~ the Division ~~of Building Safety~~ may charge and retain the application fee provided for by Section 54-1911, Idaho Code, to cover the cost of reviewing the applicant's application. (4-9-09)

**a.** Class D applicants will utilize the existing in-house, open-book examination. (4-9-09)

**b.** Class D licensees pursuing an upgrade must reapply and pass the examination administered by the professional testing service. (4-9-09)

**03. Required Score.** The applicant must receive a final grade of seventy percent (70%) or higher prior to issuance of the appropriate license. (4-9-09)

**04. Failed Examinations.** (4-9-09)

**a.** An applicant receiving less than a passing score on a first or second examination may be reexamined without reapplication. (4-9-09)

**b.** Before being reexamined after failing an examination the third time, an applicant must resubmit the application and fee. (4-9-09)

**c.** Before being reexamined after any further failures, an applicant for reexamination must wait until the expiration of sixty (60) days from the date of the failed examination and resubmit the application and fee for each

subsequent examination.

(4-9-09)

### **113. INDIVIDUAL QUALIFIED BY EXAMINATION.**

**01. Written Notice.** Written notice, required by Section 54-1910(a), Idaho Code, that the Qualified Individual of a public works contractor has ceased to be connected with the contractor must be provided to the Administrator on forms prescribed by the Administrator. ~~Such notice must~~ indicate ~~ing~~ the date the Qualified Individual ceased to be connected with the contractor. (4-11-19)

**02. Reasonable Length of Time.** If a public works contractor notifies the Administrator that the contractor's Qualified Individual has ceased to be connected with the contractor, the contractor's license will remain in force for ninety (90) days from the date of the notice. (4-11-19)

### **114. -- 198. (RESERVED)**

### **199. LIMITATIONS.**

**01. One License.** A licensee will be permitted to hold only one (1) class of license at any given time. (3-20-04)

**02. Previous License Null and Void.** When a licensee of one class has been issued a license of another class, the previous license is null and void. (3-20-04)

**03. Total Bid Cost.** The total of any single bid on a given public works project, or the aggregate total of any split bids, or the aggregate total of any base bid and any alternate bid items, or the aggregate total of any separate bid by a licensee of any class, except Class Unlimited, may not exceed the estimated cost or bid limit of the class of license held by the licensee. The aggregate total of bids must include all bids of the subcontractors. Subcontractor bids are not considered a separate bid for the purposes of computing the bid on a given public works project. (5-8-09)

**04. Two or More Licensees.** Two (2) or more licensees of the same class or of different classes are not permitted to combine the estimated cost or bid limit of their licenses to submit a bid in excess of the license held by either licensee. (3-20-04)

**05. Type 4 License Holder.** The holder of a license for Type 4, Specialty Construction, are entitled to bid a public works project as a prime contractor or as a subcontractor, if more than fifty percent (50%) of the work to be performed by him on such project is covered by a category or categories listed on the license held by the licensee. (3-20-04)

### **200. TYPE 4-SPECIALTY CONSTRUCTION CATEGORIES.**

A license for Type 4-Specialty Construction must list one (1) or more specialty construction categories to which the license is restricted. Categories and their definitions are: (4-6-05)

**01. 01107 Engineering.** A specialty contractor whose primary business includes providing engineering and design services such as civil, electrical, mechanical, and structural. (4-6-05)

**02. 01541 Scaffolding and Shoring.** A specialty contractor whose primary business is the installation of any temporary elevated platform and its supporting structure used for supporting workmen or materials or both, and props or posts of timber or other material in compression used for the temporary support of excavations, formwork or unsafe structures; the process of erecting shoring. (4-6-05)

**03. 01542 Craning and Erection.** A specialty contractor whose primary business includes the art, ability and skill to safely control the workings of a crane in such a manner that building materials, supplies, equipment and structural work can be raised and set in a final position. (4-6-05)

**04. 01550 Construction Zone Traffic Control.** A specialty contractor whose primary business is the

installation or removal of temporary lane closures, flagging or traffic diversions, utilizing pilot cars, portable devices such as cones, delineators, barricades, sign stands, flashing beacons, flashing arrow trailers, and changeable message signs on roadways, public streets and highways or public conveyances. (4-6-05)

**05. 01570 Temporary Erosion and Sediment Controls.** A specialty contractor whose primary business includes the ability and expertise to install silt fencing or other similar devices to prevent erosion and contain silt. (4-6-05)

**06. 02110 Excavation, Removal and Handling of Hazardous Material.** A specialty contractor whose primary business includes the excavation and removal of toxic and hazardous site materials. Contractors must be properly licensed and certified if required. (4-6-05)

**07. 02115 Removal of Underground Storage Tanks.** A specialty contractor whose primary business includes, but is not limited to, the excavation, removal, cleanup, and disposal of underground storage tanks that have contained petrochemical type fuels. This work should include the sampling and testing of surrounding materials and filing of closure documents. (4-6-05)

**08. 02195 Environmental Remediation, Restoration and Soil Stabilization.** A specialty contractor whose primary business is the remediation and restoration of contaminated environmental sites. (4-6-05)

**09. 02210 Drilling.** A specialty contractor whose primary business includes practical elementary knowledge of geology and hydrology; the art, ability, knowledge, science and expertise to bore, drill, excavate, case, pack or cement by use of standard practices, including the use of diamond bits, cable tools, percussion, air percussion, rotary, air rotary, reverse circulation rotary methods or jetting. (4-6-05)

**10. 02220 Demolition.** A specialty contractor whose primary business includes the ability and expertise to demolish all types of buildings or structures and to remove all of such buildings or structures from the premises, and maintain the premises surrounding demolition site safely for passing public. (4-6-05)

**11. 02230 Site Clearing.** A specialty contractor whose primary business includes the ability and expertise to remove and dispose of all trees, brush, shrubs, logs, windfalls, stumps, roots, debris and other obstacles in preparation for excavation of a construction site or other uses. (4-6-05)

**12. 02231 Logging.** A specialty contractor whose primary business and expertise includes the clearing, cutting, removal and transportation of logs and trees and the construction of temporary roads and structures for such operations along with any reclamation work associated with such operations. (4-6-05)

**13. 02232 Tree Removal and Trimming.** A specialty contractor whose primary business includes pruning, removal, or guying of trees, limbs, stumps, and bushes including grinding and removal of such items. (4-6-05)

**14. 02240 Dewatering and Subsurface Drainage.** A specialty contractor whose primary business is to control the level and flow of subsurface water. (4-6-05)

**15. 02260 Earth Retention Systems, Mechanical Stabilized Earth Walls and Retaining Walls.** A specialty contractor whose primary business includes the building of earth retention systems, mechanical stabilized earth walls and retaining walls. (4-6-05)

**16. 02265 Slurry Walls.** A specialty contractor whose primary business is the construction of below ground structural diaphragm walls or containment walls through the combined use of trench excavation, mud slurry and tremie concrete. (4-6-05)

**17. 02270 Rockfall Mitigation and High Scaling.** A specialty contractor whose primary business is rockfall mitigation and high scaling. (4-6-05)

**18 02310 Excavation and Grading.** A specialty contractor whose primary business includes such

work as digging, moving and placing material forming the surface of the earth in such manner that a cut, fill, excavation and any similar excavating operation can be done with the use of hand and power tools and machines that are used to dig, move and place that material forming the earth's surface. (4-6-05)

**19. 02312 Dust Control, Dust Abatement and Dust Oiling.** A specialty contractor whose primary business is dust control, dust abatement and dust oiling. (4-6-05)

**20. 02317 Rock Trenching.** A specialty contractor whose primary business is rock trenching. (4-6-05)

**21. 02318 Hauling.** A specialty contractor whose primary business includes the ability and expertise to obtain or move specified materials by transportation in a vehicle. (4-6-05)

**22. 02319 Blasting.** A specialty contractor whose primary business includes the use of conventional and high explosives for pre-splitting, surface, underground and underwater blasting, drill, trench, or excavate for use of explosives; priming and loading drilled, trenched or excavated areas by pipe tamping, pneumatic loading, injector loading, mud capping, slurry loading, combination of pneumatic and injector loading or hand loading; use of volt, ohms and milliampere meter (VOM) in testing blasting machine output voltage, power line voltage, measuring electric blasting cap or blasting circuit resistance, testing for current leakage, testing for AC-DC stray current and voltage, leading wires for open or short circuits, rack bar blasting machine for running short or galvanometer output voltage; use of blasting caps, electric blasting caps, delay electric blasting caps, primacord and all other detonating devices. (4-6-05)

**23. 02325 Dredging.** A specialty contractor whose primary business includes the excavation or removal of earth, rock, silt, or sediment from bodies of water including but not limited to streams, lakes, rivers or bays by means of specialized equipment. (4-6-05)

**24. 02404 Horizontal and Directional Earth Boring, Trenching and Tunneling.** A specialty contractor whose primary business and expertise includes boring, trenching or tunneling. (4-6-05)

**25. 02450 Drilled Piers, Pile Driving, Caisson Drilling, Geopier and Helical Piers.** A specialty contractor whose primary business includes drilling piers, pile driving, caisson drilling, Geopier and helical piers. (4-6-05)

**26. 02500 Utilities.** A specialty contractor whose primary business includes the construction and installation of pipe lines for the transmission of sewage, gas and water, including minor facilities incidental thereto; installation of electrical poles, towers, arms, transformers, fixtures, conduits, conductors, switch gear, grounding devices, panels, appliances and apparatus installed outside of buildings; including excavating, trenching, grading, back fill, asphalt patching as well as all necessary work and installation of appurtenances in connection therewith. (4-6-05)

**27. 02520 Well Drilling.** A specialty contractor whose primary business includes the practical elementary knowledge of geology, hydrology, the occurrence of water in the ground, water levels in wells, the prevention of surface and sub-surface contamination and pollution of the ground water supply; and the art, ability, experience, knowledge, science, and expertise to bore, drill, excavate, case, screen, cement, clean and repair water wells; or to do any or any combination of any or all such boring, drilling, excavating, casing, cementing, cleaning and repairing with hand or power tools or rigs, including the installation and repair of pumps. (4-6-05)

**28. 02580 Installation of Communication Towers.** A specialty contractor whose primary business and expertise is the installation of communication towers. (4-6-05)

**29. 02660 Membrane Liners for Ponds and Reservoirs.** A specialty contractor whose primary business includes the installation of liners for the purpose of containment of liquids. (4-6-05)

**30. 02720 Crushing.** A specialty contractor whose primary business includes the ability and expertise to reduce rocks and aggregates to a smaller and uniform size and gradation to meet an agreed specification. (4-6-05)

- 31. 02740 Asphalt Paving.** A specialty contractor whose primary business includes the installation of aggregate base course, cement treated base, bitumen treated base, asphalt concrete and the application of asphalt surfacing and surface repairs of streets, intersections, driveways, parking lots, tennis courts, running tracks, play areas; including the application or installation of primer coat, asphalt binder course, tack coating, seal coating and chips, slurry seal and chips, flush or flog coats, asphalt curbs, concrete bumper curbs, redwood headers, asphalt surface binder emulsion, asbestos and sand and acrylic color systems. (Synthetic and athletic surfacing are category 02790 Athletic and Recreational Surfaces.) Also includes crack sealing, asphalt maintenance repair and soil pulverization. (4-6-05)
- 32. 02761 Traffic Marking and Striping.** A specialty contractor whose primary business includes the art, ability and expertise to apply markings to streets, roadways, or parking surfaces pre-designed for the use of parking or passage of vehicles by the application of directional lines, buttons, markers, and signs made of but not limited to plastic, paint, epoxies and rubber, in such manner as to provide for the channeling and controlling of the traffic flow. Also includes temporary striping. (4-6-05)
- 33. 02785 Asphalt Maintenance and Repair, Seal Coating, Crack Sealing and Chip Sealing.** A specialty contractor whose primary business is asphalt maintenance and repair, seal coating, crack sealing and chip sealing. (4-6-05)
- 34. 02790 Athletic and Recreational Surfaces.** A specialty contractor whose primary business is the installation of specialty surfaces including but not limited to non-wood athletic floors, tennis courts, running tracks and artificial turf. This would include any subsurface preparation such as leveling, excavation, fill and compaction or grading. The application of surfacing, mixing, spreading or placing of emulsions, binders, sand and acrylic color systems is also included along with the installation of modular, plastic athletic floors such as "Sport Court" type floors. This category does not include any type of structure required for the installation of these surfaces. (4-6-05)
- 35. 02810 Sprinkler and Irrigation Systems.** A specialty contractor whose primary business includes the installation of types and kinds of water distribution systems for complete artificial water or irrigation of gardens, lawns, shrubs, vines, bushes, trees and other vegetation, including the trenching, excavating and backfilling in connection therewith. (Low voltage only.) (4-6-05)
- 36. 02820 Fencing.** A specialty contractor whose primary business includes the installation and repair of any type of fencing. (4-6-05)
- 37. 02840 Guardrails and Safety Barriers.** A specialty contractor whose primary business includes the installation of guardrails and safety barriers (including cattle guards). (4-6-05)
- 38. 02850 Bridges and Structures.** A specialty contractor whose primary business includes the installation, alteration and repair of bridges and related structures, including culverts. (4-6-05)
- 39. 02855 Bridge Crossings and Box Culverts.** A specialty contractor whose primary business is the installation or construction, or both, of any bridge or crossing structure shorter than twenty (20) feet measured on the centerline of the roadway or trail. (4-6-05)
- 40. 02880 Installation of School Playground Equipment.** A specialty contractor whose primary business is the installation of school playground equipment. (4-6-05)
- 41. 02890 Traffic Signs and Signals.** A specialty contractor whose primary business includes the art, ability, knowledge, experience, science and expertise to fabricate, install and erect signs, including electrical signs and including the wiring of such signs. A licensed electrician must perform all the electrical work. (4-6-05)
- 42. 02900 Landscaping, Seeding and Mulching.** A specialty contractor whose primary business includes the preparation of plots of land for architectural, horticulture and provisions of decorative treatment and arrangement of gardens, lawns, shrubs, vines, bushes, trees and other decorative vegetation; construction of conservatories, hot and green houses, drainage and sprinkler systems, and ornamental pools, tanks, fountains, walls, fences and walks, arrange, fabricate and place garden furniture, statuary and monuments in connection therewith.

(4-6-05)

**43. 02910 Slope Stabilization, Hydroseeding, Hydromulching, Native Plant Revegetation for Erosion Control.** A specialty contractor whose primary business is slope stabilization, including necessary tillage and plant bed preparation using hydroseeding, hydromulching and native plant revegetation for erosion control.

(4-6-05)

**44. 02935 Landscape Maintenance.** A specialty contractor whose primary business and expertise includes the maintenance of existing lawns, gardens, and sprinkler systems. This would include mowing, weeding, fertilization, pest control and minor repair or relocation of sprinkler systems.

(4-6-05)

**45. 02937 Pest Control, Sterilization and Herbicide Applications.** A specialty contractor whose primary business includes the mixing, transportation and application of fertilizers, pesticides, herbicides, and sterilization chemicals for the control of insects, pests and weeds.

(4-6-05)

**46. 02955 Pipeline Cleaning, Sealing, Lining and Bursting.** A specialty contractor whose primary business and expertise includes cleaning, sealing, lining and bursting pipelines.

(4-6-05)

**47. 02965 Cold Milling, Rumble Strip Milling, Asphalt Reclaiming and Pavement Surface Grinding.** A specialty contractor whose primary business includes cold milling, rumble strip milling, asphalt reclaiming and pavement surface grinding.

(4-6-05)

**48. 02990 Structural Moving.** A specialty contractor whose primary business includes but is not limited to raising, lowering, cribbing, underpinning and moving of buildings or structures. This does not include the alterations, additions, repairs or rehabilitation of the retained portion of the structure.

(4-6-05)

**49. 03200 Concrete Reinforcing Rebar Installation.** A specialty contractor whose primary business includes the ability and expertise to fabricate, place and tie steel mesh or steel reinforcing bars or rods of any profile, perimeter or cross-section that are or may be used to reinforce concrete.

(4-6-05)

**50. 03300 Concrete.** A specialty contractor whose primary business includes the ability and expertise to process, proportion, batch and mix aggregates consisting of sand, gravel, crushed rock or other inert materials having clean uncoated grains of strong and durable minerals, cement and water or to do any part or any combination of any thereof, in such a manner that acceptable mass, pavement, flat and other cement and concrete work can be poured, placed, finished and installed, including the placing, forming and setting of screeds for pavement or flat work. Also includes concrete sidewalks, driveways, curbs and gutters.

(4-6-05)

**51. 03370 Specially Placed Concrete, Concrete Pumping and Shotcreting.** A specialty contractor whose primary business includes the ability and equipment necessary to deliver and install concrete, and similar materials to their final destination in buildings and structures.

(4-6-05)

**52. 03380 Post-Tensioned Concrete Structures or Structural Members.** A specialty contractor whose primary business is the post-tensioning of structural elements using sleeved tendons of high-strength prestressing steel.

(4-6-05)

**53. 03500 Gypcrete.** A specialty contractor whose primary business includes the ability and expertise to mix and apply gypsum concrete.

(4-6-05)

**54. 03600 Concrete Grouting.** A specialty contractor whose primary business includes the ability and the equipment necessary to place concrete grouts. Concrete grouts are thin, fluid, shrink resistant, mortar-like materials used for filling joints and cavities and setting and anchoring items in masonry and concrete.

(4-6-05)

**55. 03650 Pressure Grouting and Slab Jacking.** A specialty contractor whose primary business includes pressure foundation grouting and jacking and the injection of concrete or mortar into foundations for stabilization.

(4-6-05)



**56. 03900 Concrete Demolition, Concrete Sawing and Cutting, Core Drilling, Joint Sealing and Hydrocutting.** A specialty contractor whose primary business includes concrete cutting, drilling, sawing, cracking, breaking, chipping or removal of concrete. This category also includes the caulking or sealing of joints or cracks caused by such operations. (4-6-05)

**57. 04000 Masonry.** A specialty contractor whose primary business includes the installation with or without the use of mortar or adhesives of brick, concrete block, adobe units, gypsum partition tile, pumice block or other lightweight and facsimile units and products common to the masonry industry. (4-6-05)

**58. 04900 Chemical Cleaning and Masonry Restoration.** A specialty contractor whose primary business includes the cleaning or restoration of masonry through the use of chemicals, pressure washing, sand blasting or other methods. (4-6-05)

**59. 05090 Welding.** A specialty contractor whose primary business causes metal to become permanently attached, joined and fabricated by the use of gases or electrical energy, developing sufficient heat to create molten metal, fusing the elements together. (4-6-05)

**60. 05100 Steel Fabrication, Erection and Installation.** A specialty contractor whose primary business includes the ability and expertise to fabricate, place and tie steel reinforcing bars, erect structural steel shapes and plates, of any profile, perimeter or cross-section, that are or may be used to reinforce concrete or as structural members for buildings and structures, including riveting, welding and rigging only in connection therewith, in such a manner that steel reinforcing and structural work can be fabricated and erected. (4-6-05)

**61. 05700 Ornamental Metals.** A specialty contractor whose primary business includes the art, ability, experience, knowledge, science and expertise to assemble, case, cut, shape, stamp, forage, fabricate and install sheet, rolled and cast, brass, bronze, copper, cast iron, wrought iron, monel metal, stainless steel, and any other metal or any combination thereof, as have been or are now used in the building and construction industry for the architectural treatment and ornamental decoration of buildings and structures, in such a manner that, under an agreed specification, acceptable ornamental metal work can be executed, fabricated and installed; but does not include the work of a sheet metal contractor. (4-6-05)

**62. 05830 Bridge Expansion Joints and Repair.** A specialty contractor whose primary business and expertise is the repair of bridge expansion joints. (4-6-05)

**63. 06100 Carpentry, Framing and Remodeling.** A specialty contractor whose primary business includes the placing and erection of floor systems, walls, sheeting, siding, trusses, roof decking of either wood or light gauge metal framing. This contractor also installs finish items such as running trim, sashes, doors, casing, cabinets, cases and other pre-manufactured finished items. (4-6-05)

**64. 06130 Log and Heavy Timber Construction.** A specialty contractor whose primary business includes the ability and expertise to build and erect log or heavy timber structures. (4-6-05)

**65. 06139 Docks - Log and Wood Structures.** A specialty contractor whose primary business includes the ability and expertise to construct log and wood structured docks. (4-6-05)

**66. 06200 Finish Carpentry and Millwork.** A specialty contractor whose primary business includes the art, ability, experience, knowledge, science and expertise to cut, surface, join, stick, glue and frame wood and wood products, in such a manner that, under an agreed specification, acceptable cabinet, case, sash, door, trim, nonbearing partition, and such other mill products as are by custom and usage accepted in the building and construction industry as millwork and fixtures, can be executed; including the placing, erecting, fabricating and finishing in buildings, structures and elsewhere of such millwork and fixtures or to do any part or any combination of any thereof. (4-6-05)

**67. 07100 Waterproofing and Dampproofing.** A specialty contractor whose primary business includes the ability and expertise to apply waterproofing membranes, coatings of rubber, latex, asphaltum, pitch, tar or other materials or any combination of these materials, to surfaces to prevent, hold, keep and stop water, air or steam

from penetrating and passing such materials, thereby keeping moisture from gaining access to material or space beyond such waterproofing. (4-6-05)

**68. 07200 Thermal Insulation.** A specialty contractor whose primary business includes the installation of any insulating media in buildings and structures for the purpose of temperature control. (4-6-05)

**69. 07240 Stucco and Exterior Insulation Finish Systems (EIFS).** A specialty contractor whose primary business includes the ability and expertise to install Stucco and EIFS. (4-6-05)

**70. 07400 Roofing and Siding.** A specialty contractor whose primary business includes the ability and expertise to examine surfaces and to bring such surfaces to a condition where asphaltum, pitch, tar, felt, flax, shakes, shingles, roof tile, slate and any other material or materials or any combination thereof, that use and custom has established as usable for, or which material or materials are now used as, such waterproof, weatherproof or watertight seal for such membranes, roof and surfaces; but does not include a contractor whose sole contracting business is the installation of devices or stripping for the internal control of external weather conditions. (4-6-05)

**71. 07450 Siding and Decking.** A specialty contractor whose primary business includes the application or installation of exterior siding, decking or gutters including wood, wood products, vinyl, aluminum and metal to new or existing buildings and includes wooden decks and related handrails. (This category does not include the construction or installation of covers or enclosures of any kind.) (4-6-05)

**72. 07700 Sheet Metal Flashings, Roof Specialties and Accessories.** A specialty contractor whose primary business includes the art, ability, experience, knowledge, science and expertise to select, cut, shape, fabricate and install sheet metal such as cornices, flashings, gutters, leaders, rainwater down spouts, pans, etc., or to do any part or any combination thereof, in such a manner that sheet metal work can be executed, fabricated and installed. (4-6-05)

**73. 07800 Sprayed on Fireproofing.** A specialty contractor whose primary business includes the mixing, transportation, and installation of fire proofing materials for buildings and structures. (4-6-05)

**74. 07920 Caulking and Joint Sealants.** A specialty contractor whose primary business includes the ability and expertise for installation of elastomeric and rigid joint sealants, caulking compounds, and related accessories. (4-6-05)

**75. 08100 Doors, Gates, Specialty Doors and Activating Devices.** A specialty contractor whose primary business is the installation, modification or repair of residential, commercial or industrial doors and door hardware. This includes but is not necessarily limited to wood, metal clad or hollow metal, glass, automatic, revolving, folding and sliding doors, power activated gates, or movable sun shades/shutters. Card activated equipment and other access control devices and any low voltage electronic or manually operated door hardware devices are also a part of this category. (4-6-05)

**76. 08500 Windows, Glass and Glazing.** A specialty contractor whose primary business includes the art, ability, experience, knowledge and expertise to select, cut, assemble and install all makes and kinds of glass and glass work, and execute the glazing of frames, panels, sash and doors, in such a manner that under an agreed specification, acceptable glass work and glazing can be executed, fabricated and installed, and may include the fabrication or installation in any building or structure of frames, glazed-in panels, sash or doors, upon or within which such frames, glazed-in panels, sash or doors, such glass work or glazing has been or can be executed or installed. (4-6-05)

**77. 09110 Steel Stud Framing.** A specialty contractor whose primary business includes the ability and expertise to build or assemble steel stud framing systems. (4-6-05)

**78. 09200 Lath and Plaster.** A specialty contractor whose primary business includes the ability and expertise to prepare mixtures of sand, gypsum, plaster, quick-lime or hydrated lime and water or sand and cement and water or a combination of such other materials as create a permanent surface coating; including coloring for same and to apply such mixtures by use of a plaster's trowel, brush or spray gun to any surface which offers a mechanical key

for the support of such mixture or to which such mixture will adhere by suction; and to apply wood or metal lath or any other materials which provide a key or suction base for the support of plaster coatings; including the light gauge metal shapes for the support of metal or other fire proof lath. Includes metal stud framing. (4-6-05)

**79. 09250 Drywall.** A specialty contractor whose primary business includes the ability and expertise to install unfinished and prefinished gypsum board on wood and metal framing and on solid substates; gypsum and cementitious backing board for other finishes; accessories and trim; and joint taping and finishing. (4-6-05)

**80. 09300 Tile and Terrazzo.** A specialty contractor whose primary business includes the ability and expertise to examine surfaces and bring such surfaces to a condition where acceptable work can be executed and fabricated thereon by the setting of chips or marble, stone, tile or other material in a pattern with the use of cement, and to grind or polish the same. (4-6-05)

**81. 09500 Acoustical Treatment.** A specialty contractor whose primary business includes the installation, application, alteration and repair of all types of acoustical systems, to include acoustical ceilings, wall panels, sound control blocks and curtains, hangers, clips, inserts, nails, staples, related hardware and adhesive, lightweight framing systems and related accessories (electrical excluded), installation and repair of gypsum wall board, painting, accessories, taping and texturing. (4-6-05)

**82. 09600 Flooring.** A specialty contractor whose primary business includes the ability and expertise to examine surfaces, specify and execute the preliminary and preparatory work necessary for the installation of flooring, wherever installed, including wood floors and flooring (including the selection, cutting, laying, finishing, repairing, scraping, sanding, filling, staining, shellacking and waxing) and all flooring of any nature either developed as or established through custom and usage as flooring. (4-6-05)

**83. 09680 Floor Covering and Carpeting.** A specialty contractor whose primary business includes the installation, replacement and repair of floor covering materials, including laminates and including preparation of surface to be covered, using tools and accessories and industry accepted procedures of the craft. (4-6-05)

**84. 09900 Painting and Decorating.** A specialty contractor whose primary business includes the ability and expertise to examine surfaces and execute the preliminary and preparatory work necessary to bring such surfaces to a condition where acceptable work can be executed thereon with the use of paints, varnishes, shellacs, stains, waxes, paper, oilcloth, fabrics, plastics and any other vehicles, mediums and materials that may be mixed, used and applied to the surface of buildings, and the appurtenances thereto, of every description in their natural condition or constructed of any material or materials whatsoever that can be painted or hung as are by custom and usage accepted in the building and construction industry as painting and decorating. (4-6-05)

**85. 09950 Sand Blasting.** A specialty contractor whose primary business includes the ability and expertise to sand blast surfaces through the use of equipment designed to clean, grind, cut or decorate surfaces with a blast of sand or other abrasive applied to such surfaces with steam or compressed air. (4-6-05)

**86. 09960 Specialty Coatings.** A specialty contractor whose primary business includes the surface preparation and installation of specialty coatings. (4-6-05)

**87. 10150 Institutional Equipment.** A specialty contractor whose primary business includes the installation, maintenance and repair of booths, shelves, laboratory equipment, food service equipment, toilet partitions, and such other equipment and materials as are by custom and usage accepted in the construction industry as institutional equipment. (4-6-05)

**88. 10270 Raised Access Flooring.** A specialty contractor whose primary business includes the installation of wood or metal-framed elevated computer-flooring systems. This does not include the structural floor on which the computer floor is supported or mezzanines. (4-6-05)

**89. 10445 Non-Electrical Signs.** A specialty contractor whose primary business includes the installation of all types of non-electrical signs, including but not limited to traffic delineators, mile post markers, post or pole supported signs, signs attached to structures, painted wall signs, and modifications to existing signs. (4-6-05)

**90. 11001 Specialty Machinery and Equipment Installation and Servicing.** A specialty contractor whose primary business is the installation, removal, modification or repair of pumps, water and waste water equipment, conveyors, cranes, dock levelers, various hoisting and material handling equipment, trash compactors and weighing scales installation and servicing. This does not include the construction of buildings or roof structures for this equipment. (4-6-05)

**91. 11480 Petroleum and Vehicle Service Equipment, Installation and Repair.** A specialty contractor whose primary business includes the installation and repair of underground fuel storage tanks used for dispensing gasoline, diesel, oil or kerosene fuels. This includes installation of all incidental tank-related piping, leak line detectors, vapor recovery lines, vapor probes, low voltage electrical work, associated calibration, testing and adjustment of leak detection and vapor recovery equipment, and in-station diagnostics. This contractor may also install auto hoisting equipment, grease racks, compressors, air hoses and other equipment related to service stations. (4-6-05)

**92. 11200 Water/Wastewater and Chemical Treatment.** A specialty contractor whose primary business is the supply, installation and operational startup of equipment and chemicals for chemical treatment of water, wastewater or other liquid systems. (4-6-05)

**93. 11485 Climbing Wall Structures and Products.** A specialty contractor whose primary business includes the ability and expertise to design, fabricate and install climbing wall structures and equipment. This does not include concrete foundations or buildings in which the climbing walls may be supported or housed. (4-6-05)

**94. 12011 Prefabricated Equipment and Furnishings.** A specialty contractor whose primary business includes the installation of prefabricated products or equipment including but not limited to the following: theater stage equipment, school classroom equipment, bleachers or seats, store fixtures, display cases, toilet or shower room partitions or accessories, closet systems, dust collecting systems, appliances, bus stop shelters, telephone booths, sound or clean rooms, refrigerated boxes, office furniture, all types of pre-finished, pre-wired components, detention equipment and other such equipment and materials as are by custom and usage accepted in the construction industry as prefabricated equipment. (4-6-05)

**95. 12490 Window, Wall Coverings, Drapes and Blinds.** A specialty contractor whose primary business includes the installation of decorative, architectural or functional window glass treatments or covering products or treatments for temperature control or as a screening device. (4-6-05)

**96. 13110 Cathodic Protection.** A specialty contractor whose primary business is the prevention of corrosion by using special cathodes and anodes to circumvent corrosive damage by electric current. (4-6-05)

**97. 13121 Pre-Manufactured Components and Modular Structures.** A specialty contractor whose primary business includes the moving, setup, alteration or repair of pre-manufactured components, houses or similar modular structures. (4-6-05)

**98. 13125 Pre-Engineered Building Kits.** A specialty contractor whose primary business includes the assembly of pre-engineered building kits or structures obtained from a single source. This category is limited to assembly only of pre-engineered metal buildings, pole buildings, sunrooms, geodesic structures, aluminum domes, air supported structures, manufactured built greenhouses or similar structures. This does not include any other categories such as concrete foundations, carpentry, plumbing, heating or cooling, or electrical work. (4-6-05)

**99. 13150 Swimming Pools and Spas.** A specialty contractor whose primary business includes the ability to construct swimming pools, spas or hot tubs including excavation and backfill of material, installation of concrete, Gunitite, tile, pavers or other special materials used in pool construction. This category also includes the installation of heating and filtration equipment, using those trades or skills necessary for installing the equipment, which may require other licenses including electrical and plumbing. (4-6-05)

**100. 13165 Aquatic Recreational Equipment.** A specialty contractor whose primary business includes the ability and expertise to design, fabricate and erect water slides and water park equipment and structures. This does

not include any other categories such as concrete foundations, carpentry, plumbing, heating, cooling or electrical work.  
(4-6-05)

**101. 13201 Circular Prestressed Concrete Storage Tanks (Liquid and Bulk).** A specialty contractor whose primary business is the construction of circular prestressed concrete structures post-tensioned with circumferential tendons or wrapped circular prestressing. (4-6-05)

**102. 13280 Hazardous Material Remediation.** A specialty contractor whose primary business includes the ability and expertise to safely encapsulate, remove, handle or dispose of hazardous materials within buildings, including but not limited to asbestos, lead and chemicals. Contractors must be properly licensed and certified. (4-6-05)

**103. 13290 Radon Mitigation.** A specialty contractor whose primary business and expertise includes the detection and mitigation of Radon gas. (4-6-05)

**104. 13800 Instrumentation and Controls.** A specialty contractor whose primary business includes the installation, alteration or repair of instrumentation and control systems used to integrate equipment, sensors, monitors' controls and mechanical operators for industrial processes, building equipment, mechanical devices and related equipment. (4-6-05)

**105. 13850 Alarm Systems.** A specialty contractor whose primary business includes the installation, alteration and repair of communication and alarm systems, including the mechanical apparatus, devices, piping and equipment appurtenant thereto (except electrical). (4-6-05)

**106. 13930 Fire Suppression Systems (Wet and Dry-Pipe Sprinklers).** A specialty contractor whose primary business includes the ability and expertise to lay out, fabricate and install approved types of Wet-Pipe and Dry-Pipe fire suppression systems, charged with water, including all mechanical apparatus, devices, piping and equipment appurtenant thereto. Licensure with State Fire Marshal is required. (4-6-05)

**107. 13970 Fire Extinguisher and Fire Suppression Systems.** A specialty contractor whose primary business is the installation of pre-engineered or pre-manufactured fixed chemical extinguishing systems primarily used for protecting kitchen-cooking equipment and electrical devices. Contractor also furnishes, installs and maintains portable fire extinguishers. (4-6-05)

**108. 14200 Elevators, Lifts and Hoists.** A specialty contractor whose primary business includes the ability to safely and efficiently install, service and repair all elevators, lifts, hoists, including the fabrication, erection and installation of sheave beams, sheave motors, cable and wire rope, guides, cabs, counterweights, doors, sidewalk elevators, automatic and manual controls, signal systems and other devices, apparatus and equipment appurtenant to the installation. (4-6-05)

**109. 15100 Pipe Fitter and Process Piping.** A specialty contractor whose primary business is the installation of piping for fluids and gases or materials. This category does not include domestic water, sewage, fire protection and utilities as they are covered under other categories. (4-6-05)

**110. 15400 Plumbing.** A specialty contractor whose primary business includes the ability to create and maintain sanitary conditions in buildings, by providing a permanent means for a supply of safe, pure and wholesome water, ample in volume and of suitable temperatures for drinking, cooking, bathing, washing, cleaning, and to cleanse all waste receptacles and like means for the reception, speedy and complete removal from the premises of all fluid and semi-fluid organic wastes and other impurities incidental to life and the occupation of such premises, including a safe and adequate supply of gases for lighting, heating, and industrial purposes. (Licensure with State Plumbing Bureau is required). (4-6-05)

**111. 15510 Boiler and Steam Fitting.** A specialty contractor who installs, services and repairs boilers and associated steam distribution systems. This category is limited to work not requiring a heating, ventilating, and air conditioning (HVAC) license issued by the Division of Building Safety. (4-2-08)

**112. 15550 Chimney Repair.** A specialty contractor whose primary business includes the cleaning or repair of multi-type chimneys, flues or emission control devices used to conduct smoke and gases of combustion from above a fire to the outside area. (4-6-05)

**113. 15600 Refrigeration.** A specialty contractor whose primary business includes the art, ability, experience, knowledge, science and expertise to construct, erect, install, maintain, service and repair devices, machinery and units for the control of air temperatures below fifty (50) degrees Fahrenheit in refrigerators, refrigerator rooms, and insulated refrigerated spaces and the construction, erection, fabrication and installation of such refrigerators, refrigerator rooms, and insulated refrigerator spaces, temperature insulation, air conditioning units, ducts, blowers, registers, humidity and thermostatic controls of any part or any combination thereof, in such a manner that, under an agreed specification acceptable refrigeration plants and units can be executed, fabricated, installed, maintained, serviced and repaired, but does not include those contractors who install gas fuel or electric power services for such refrigerator plants or other units. (4-6-05)

**114. 15700 Heating, Ventilation, and Air Conditioning (HVAC).** A specialty contractor whose primary business includes the installation, alteration and repair of heating, ventilating, and air conditioning (HVAC) systems. Licensure by the Division of Building Safety as an HVAC contractor is required. (4-2-08)

**115. 15950 Testing and Balancing of Systems.** A specialty contractor whose primary business includes the installation of devices and performs any work related to providing for a specified flow of air or water in all types of heating, cooling or piping systems. (4-6-05)

**116. 16000 Electrical.** A contractor engaging in, conducting, or carrying on the business of installing wires or equipment to carry electric current or installing electrical apparatus to be operated by such current. A contractor licensed in this category may perform all work covered in categories defined in Subsection 200.118 of these rules. A contractor in this category must be an electrical contractor, licensed pursuant to Section 54-1007(1), Idaho Code. (3-30-07)

**117. 16700 Communication.** A specialty contractor whose primary business includes the installation, alteration or repair of communication systems (voice, data, television, microwave, and other communication systems). (4-6-05)

**118. 16800 Limited Electrical Specialty Contractor.** A contractor engaging in, conducting, or carrying on the business of installing, altering, or repairing special classes of electrical wiring, apparatus, or equipment. A contractor in this category must be an electrical specialty contractor, licensed pursuant to Section 54-1007(1), Idaho Code, and may perform only that work included within the specialty license. Electrical specialty categories include, but are not limited to:  
(3-30-07)

- a. Elevator, Dumbwaiter, Escalator or Moving-walk Electrical; (3-30-07)
- b. Sign Electrical; (3-30-07)
- c. Manufacturing or Assembling Equipment; (3-30-07)
- d. Limited Energy Electrical License (low voltage); (3-30-07)
- e. Irrigation Sprinkler Electrical; (3-30-07)
- f. Well Driller and Water Pump Installer Electrical; and (3-30-07)
- g. Refrigeration, Heating and Air Conditioning Electrical Installer. (3-30-07)

**119. 18100 Golf Course Construction.** A specialty contractor whose primary business includes the construction, modification, and maintenance of golf courses. This includes clearing, excavation, grading, landscaping, sprinkler systems and associated work. This does not include the construction of buildings or structures such as

clubhouses, maintenance or storage sheds. (4-6-05)

**120. 18200 Underwater Installation and Diving.** A specialty contractor whose primary business is marine construction under and above water. (4-6-05)

**121. 18300 Develop Gas and Oil Wells.** A specialty contractor whose primary business includes the ability and expertise to perform oil well drilling and other oil field related specialty work. This does not include water well drilling. (4-6-05)

**122. 18400 Nonstructural Restoration After Fire or Flood.** A specialty contractor whose primary business includes cleaning and nonstructural restoration after fire, flood or natural disasters. (4-6-05)

**123. 18600 Building Cleaning and Maintenance.** A specialty contractor whose primary business includes the cleaning and maintenance of a structure designed for the shelter, enclosure and support of persons, chattels, personal and moveable property of any kind. (4-6-05)

**124. 18700 Snow Removal.** A specialty contractor whose primary business includes the plowing, removal or disposal of snow from roads, streets, parking lots and other areas of the public rights-of-way. (4-6-05)

**125. 18800 Roadway Cleaning, Sweeping and Mowing.** A specialty contractor whose primary business includes the clearing of trash and debris by manual or automated means from public thoroughfares. This category also includes cutting or mowing of grasses, plants, or weeds from public rights-of-way. (4-6-05)

**201. FEES.**

**01. Public Works Contractor Licensing Fees.** In accordance with Section 54-1904, Idaho Code, initial licensing and renewal fees for each class of public works contractor licenses are as provided in Table 201.01, Initial and Renewal Licensing Fees.

TABLE 201.01 – INITIAL AND RENEWAL LICENSING FEES		
License Class	Initial Fee	Renewal Fee
Unlimited	\$550	\$550
AAA	\$450	\$450
AA	\$350	\$350
A	\$250	\$250
B	\$150	\$150
CC	\$125	\$125
C	\$100	\$100
D	\$50	\$50

(6-30-19)T

**02. Construction Manager Licensing Fees.** Initial licensing and renewal fees for construction manager licenses are, in accordance with Section 54-4510, Idaho Code, as follows: (4-9-09)

<b><u>TABLE 201.02 – CONSTRUCTION MANAGER LICENSING FEES</u></b>	
<b><u>License Activity</u></b>	<b><u>Fee</u></b>
<b><u>Initial Licensing</u></b>	<b><u>\$200</u></b>
<b><u>License Renewal</u></b>	<b><u>\$200</u></b>
<b><u>Inactive License</u></b>	<b><u>\$50</u></b>
<b><u>License Reinstatement</u></b>	<b><u>\$200</u></b>
<b><u>Exam Administration</u></b>	<b><u>Fee established by testing agency</u></b>
<b><u>Certificate of Authority</u></b>	<b><u>\$100</u></b>

- ~~a. The fee for initial examination and licensing is two hundred dollars (\$200). (3-19-99)~~
- ~~b. The fee for license renewal is two hundred dollars (\$200). (3-19-99)~~
- ~~c. The fee for an inactive license is fifty dollars (\$50). (3-19-99)~~
- ~~d. The fee for license reinstatement is two hundred dollars (\$200). (3-19-99)~~
- ~~e. The fee for administering the examination is the standard fee established for taking that examination. (3-19-99)~~
- ~~f. The fee for issuing and for reinstating a certificate of authority is one hundred dollars (\$100). (3-19-99)~~
- ~~03. **Payment of Fees.** Fees are payable to “Division of Building Safety – Public Works Contractors.” (3-20-04)~~

**043. Application Filed With Fees.** Required fees must accompany all applications. An application filed without the required fees is deemed incomplete and returned to the applicant. (3-20-04)

**202. COMPLAINTS.**

Complaints alleging a violation of Title 54, Chapter 19, Idaho Code, or these rules must be in writing and filed with the administrator ~~as provided in these rules~~. All complaints must be verified and submitted on forms provided by the Board. (3-20-04)

**203. -- 299. (RESERVED)**

**300. BUSINESS ORGANIZATION -- CHANGES IN ORGANIZATION OR STRUCTURE -- MEMBERS OF JOINT VENTURES - CHANGES FOR REASONS OTHER THAN DEATH.**

A licensed public works contractor or construction manager who undergoes a change in business organization or structure (such as a change from an individual proprietor to a partnership, corporation, limited liability partnership, limited liability company, joint venture, or other combination thereof), or where there is a change in ownership, must file an application for a new license on behalf of such successor organization or new owners within sixty (60) days after such change occurs. The administrator may authorize the continuous operation of the licensee as a contractor during the interim period until the application of the successor organization is reviewed; provided written notice of such change is filed within thirty (30) days after such change occurs. Each participant in a joint venture must be



licensed at the time of bidding. Where there is a change in the surviving members of a licensed partnership, limited liability company, or limited liability partnership, due to a reason other than the death of one (1) of the partners, the remaining or succeeding member or members are required to file an application for an original license. (3-20-04)

**301. -- 399. (RESERVED)**

**400. CERTIFICATES -- DISPLAY AND POSSESSION.**

Licensee must sign and display the license certificate issued to him in his main office or chief place of business and must furnish satisfactory evidence of the possession of a current license ~~certificate and the current renewal thereof~~ upon the administrator's demand. (3-20-04)

**401. LICENSE NUMBER ON BIDS.**

Licensee must place his license number on any and all bids submitted or contracts entered into, for any public works projects in the state of Idaho. (7-1-93)

**402. CHANGES IN LICENSE CERTIFICATE.**

When any change in the license certificate has been approved by the Board, a new license certificate will be issued. (3-19-99)

**403. -- 499. (RESERVED)**

~~**500. — PROCEEDINGS FOR DISCIPLINARY ACTIONS.**~~

~~The procedure for disciplinary actions and contested cases is as provided in IDAPA 04.11.01, "Idaho Rules of Administrative Procedure of the Attorney General," the Administrative Procedure Act, as found in Title 67, Chapter 52, Idaho Code, Sections 54-1915 through 54-1919, Idaho Code, and these rules. (3-20-04)~~

~~**501. — FORMS.**~~

~~The complaint, citation, answer, notice of hearing, decision and order of the administrator and other related documents must be filed in the form and manner prescribed in these rules, in IDAPA 04.11.01, "Idaho Rules of Administrative Procedure of the Attorney General," and the Administrative Procedure Act. (3-20-04)~~

**502. TECHNICALITIES OF FORM.**

The administrator may, during any hearing or proceeding waive any technicalities of form not deemed necessary in the circumstances. (3-20-04)

**503. HEARINGS.**

The general procedure for hearings before the administrator and the Board is as prescribed in these rules and Title 67, Chapter 52, Idaho Code. (3-20-04)

**01. Notes.** Any interested persons may request, in writing, five (5) days before any scheduled hearing in a contested case that the oral proceedings thereof be taken in the form of stenographic notes to be transcribed at his own expense. (7-1-93)

~~**02. Stipulations.** If the parties can agree upon any facts, issues or questions to be presented to the Board, appropriate stipulations may be made. (7-1-93)~~

~~**03. Continuance.** In the event a hearing cannot be completed within the time allotted, the Board may, in its discretion, continue same to a subsequent meeting as it deems necessary for proper consideration of the purpose for the hearing. (7-1-93)~~

**042. Procedure.** The Board reserves the right to amend, modify or repeal all or any part of the above procedure or to dispense with any part thereof, at any hearing before the Board, as it may deem necessary in the circumstances. (7-1-93)

**504. -- 599. (RESERVED)**

**600. CONSTRUCTION MANAGER EXAMINATIONS.**

If the applicant fails an examination, the applicant may take the examination a second time. A grade of at least seventy-five percent (75%) is required to pass each section of the examination. If the applicant fails to score a passing grade, the applicant must pass all failed sections within one (1) year of the initial test date. If the applicant fails to achieve a passing grade in each individual section on the second examination, the applicant must wait one (1) full year before taking the examination again. The applicant must then take and pass all sections of the examination (receiving no credit for sections successfully completed during the previous year). (3-20-04)

**601. -- 999. (RESERVED)**

# PUBLIC WORKS CONTRACTORS LICENSE BOARD

## Agenda Item No. 04      Vote to Accept or Reject the Pending Rule for Docket Number 07-0501-1901, Which Reduces License Renewal Fees

**PRESENTER:**            Patrick J. Grace, Regional Manager

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**OBJECTIVE:**            Reduce license fees.

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**ACTION:**                Vote to accept or reject the pending rule to reduce license renewal fees.

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**BACKGROUND:**      January 2019 – The Board approved the temporary reduction of fees with the possibility of exploring the issue mid-year on whether to make it permanent. DBS recommended waiting until the end of the 2019 legislative session to run the temporary rule.

April 2019 – Based on the Administrative Procedures Act, once a board approves a temporary fee rule, a notice must be published in the next available Administrative Bulletin. The Board approved the temporary fee at its January 2019 meeting; however, the proper documentation was never published in the Bulletin. Therefore, the Board was asked to approve the reduction of fees on a temporary basis a second time. Deputy Administrator Ron Whitney further explained one Executive Order (EO) the Governor issued in 2019, *Red Tape Reduction Act*, which reduces the volume of word count in rules. Rather than write and spell out dollar amounts, the Division will convert the language into a table.

September 2019 – Governor Little has asked boards with rulemaking authority to approve their rules as a “pending” status.

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**ATTACHMENTS:**      No Documentation

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# PUBLIC WORKS CONTRACTORS LICENSE BOARD

## Agenda Item No. 05

## Lease Liability on Financial Statements

**PRESENTER:** Patrick J. Grace, Regional Manager

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**OBJECTIVE:** Change Statute and/or Rules to Allow Bonding Companies to inform the Division of the Value of a Company.

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**ACTION:** Informational

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**BACKGROUND:** July 2019 – Tyler Nyman, B.A. Harris, LLP, stated there has been a change in the lease accounting standards that goes into effect for non-public companies for their 2020 financial statements. The change will impact clients working capital because the entire next years' lease payments become a current liability and several licensees will have to be downgraded as a result. One strategy is to simply take a departure from capital, which means the financial statement issuer has not adopted these new lease accounting standards. When questioned, the accountant's report is still prepared in accordance with the generally accepted accounting principles (GAAP); however, there would be an extra paragraph to say there is a departure from GAAP as it relates to lease liabilities. A handout was provided of sample financial statements, before and after the adoption of the lease accounting standards.

Administrator Chris L. Jensen recommended, and the Board agreed, to pursue changing the PWCL statute and/or rules by relying on bonding companies, who do this for a living, to inform DBS what a company is worth or capable of.

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## **PROCEDURAL HISTORY:**

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**ATTACHMENTS:** No Documentation

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# **PUBLIC WORKS CONTRACTORS LICENSE BOARD**

## **Agenda Item No 06 Self-Perform Plumbing/HVAC/Electrical Work on a Bid**

**PRESENTER:** Ron Whitney, Deputy Administrator

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**OBJECTIVE:** Clarify the Requirements for a Contractor to Self-Perform Plumbing, HVAC or Electrical Work on a Bid.

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**ACTION:** Informational

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**BACKGROUND:** When a contractor intends to self-perform the plumbing, HVAC or electrical work on a bid; 1. Do they have to have the requisite specialty public works licenses in the appropriate class of license or; 2. Are they only required to hold a valid state contractor license in the appropriate trade without any financial qualification?

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**PROCEDURAL HISTORY:**

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**ATTACHMENTS:** No Documentation

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# PUBLIC WORKS CONTRACTORS LICENSE BOARD

**Agenda Item No. 07**

**Administrator Report**

**PRESENTER:** Chris L. Jensen, Administrator

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**OBJECTIVE:** Provide an overview of the Division's current activities.

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**ACTION:** Informational

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**BACKGROUND:** This topic is addressed at all regularly scheduled PWCL Board meetings.

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**PROCEDURAL  
HISTORY:**

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**ATTACHMENTS:** Quarterly License and Assessments Report

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# Quarterly PWCL Board Report

## Licenses Processed for July 2019

License Class	Originals	Renewals	Upgrades	Downgrades
Unlimited	2	48	0	0
AAA	0	24	3	1
AA	1	22	1	0
A	0	11	2	0
B	3	44	4	1
CC	1	8	0	0
C	5	66	0	5
D	11	43	0	1
<b>Totals</b>	<b>23</b>	<b>266</b>	<b>10</b>	<b>8</b>
<b>2018 Totals</b>	<b>24</b>	<b>297</b>	<b>11</b>	<b>7</b>
Construction Managers	1	3		

## Licenses Processed for August 2019

License Class	Originals	Renewals	Upgrades	Downgrades
Unlimited	1	41	0	0
AAA	0	25	2	0
AA	0	19	4	0
A	1	21	4	1
B	3	28	2	0
CC	0	9	1	2
C	6	61	2	3
D	9	47	0	0
<b>Totals</b>	<b>20</b>	<b>251</b>	<b>15</b>	<b>6</b>
<b>2018 Totals</b>	<b>22</b>	<b>284</b>	<b>24</b>	<b>9</b>
Construction Managers	1	6		

## Licenses Processed for September 2019

License Class	Originals	Renewals	Upgrades	Downgrades
Unlimited	1	28	1	0
AAA	0	22	1	0
AA	0	12	1	0
A	0	17	0	1
B	0	29	1	0
CC	0	8	1	1
C	5	49	1	2
D	10	36	0	0
<b>Totals</b>	<b>16</b>	<b>201</b>	<b>6</b>	<b>4</b>
<b>2018 Totals</b>	<b>21</b>	<b>204</b>	<b>10</b>	<b>10</b>
Construction Managers	0	3		

	Originals	Renewals	Upgrades	Downgrades
<b>Calendar Yr 2018</b>	<b>279</b>	<b>2923</b>	<b>180</b>	<b>79</b>
<b>Calendar Yr 2017</b>	<b>269</b>	<b>2881</b>	<b>149</b>	<b>73</b>
<b>Calendar Yr 2016</b>	<b>263</b>	<b>2863</b>	<b>154</b>	<b>80</b>
<b>Calendar Yr 2015</b>	<b>256</b>	<b>2905</b>	<b>175</b>	<b>101</b>
<b>Calendar Yr 2014</b>	<b>263</b>	<b>2805</b>	<b>167</b>	<b>99</b>
<b>Calendar Yr 2013</b>	<b>297</b>	<b>2743</b>	<b>139</b>	<b>116</b>
<b>Calendar Yr 2012</b>	<b>258</b>	<b>2695</b>	<b>147</b>	<b>153</b>
<b>Calendar Yr 2011</b>	<b>337</b>	<b>2748</b>	<b>144</b>	<b>165</b>
<b>Calendar Yr 2010</b>	<b>385</b>	<b>2575</b>	<b>119</b>	<b>138</b>

The program currently shows **3170** active public works contractors and **85** active construction managers as of September 30, 2019.

### **PWCL Assessments**

This fiscal year, as of December 31, 2018 PWCL collected \$0.00 in assessments.

PWCL collected \$0.00 in assessments for 2019.





## Division of Building Safety

PUBLIC WORKS CONTRACTORS LICENSING FUND 0229-07  
 Fiscal Year 2020 Financial Statements  
 As of 07/31/2019

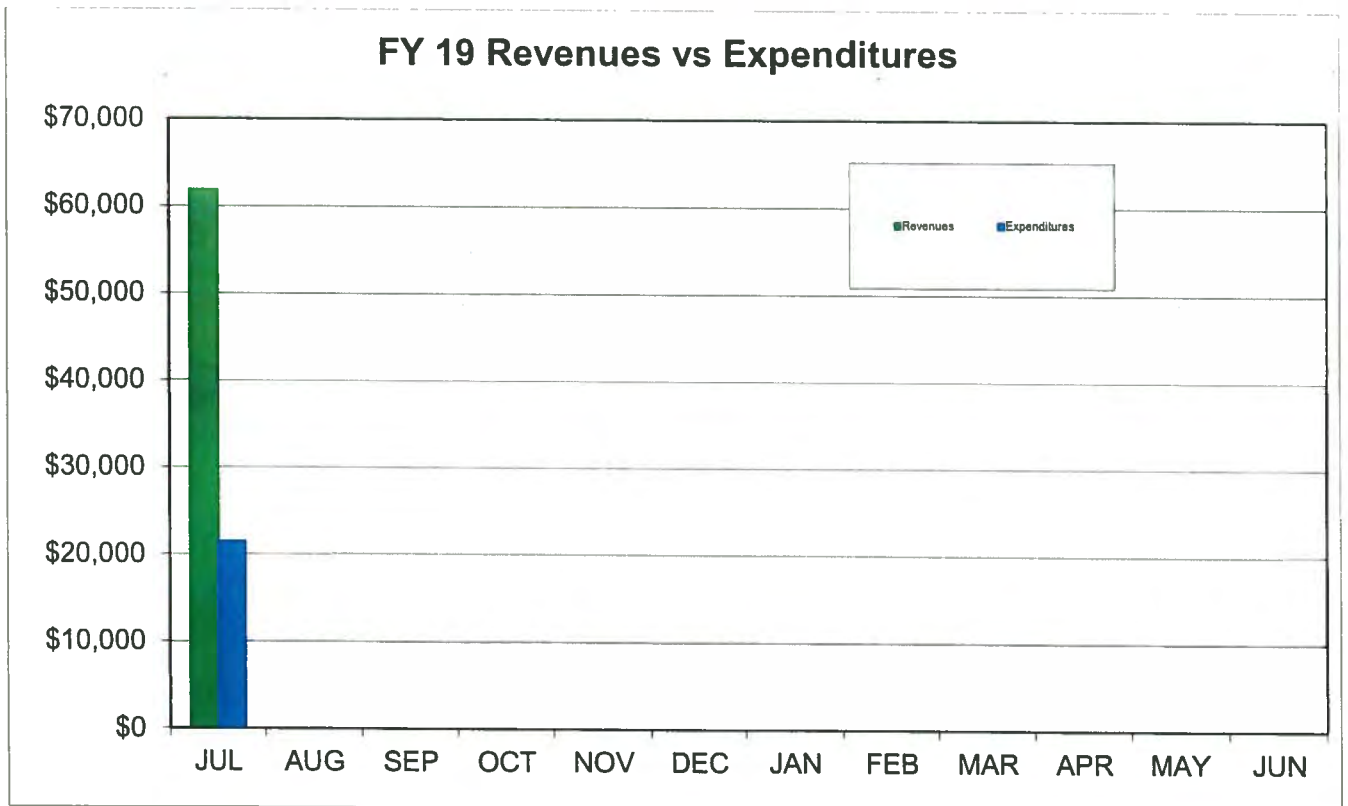
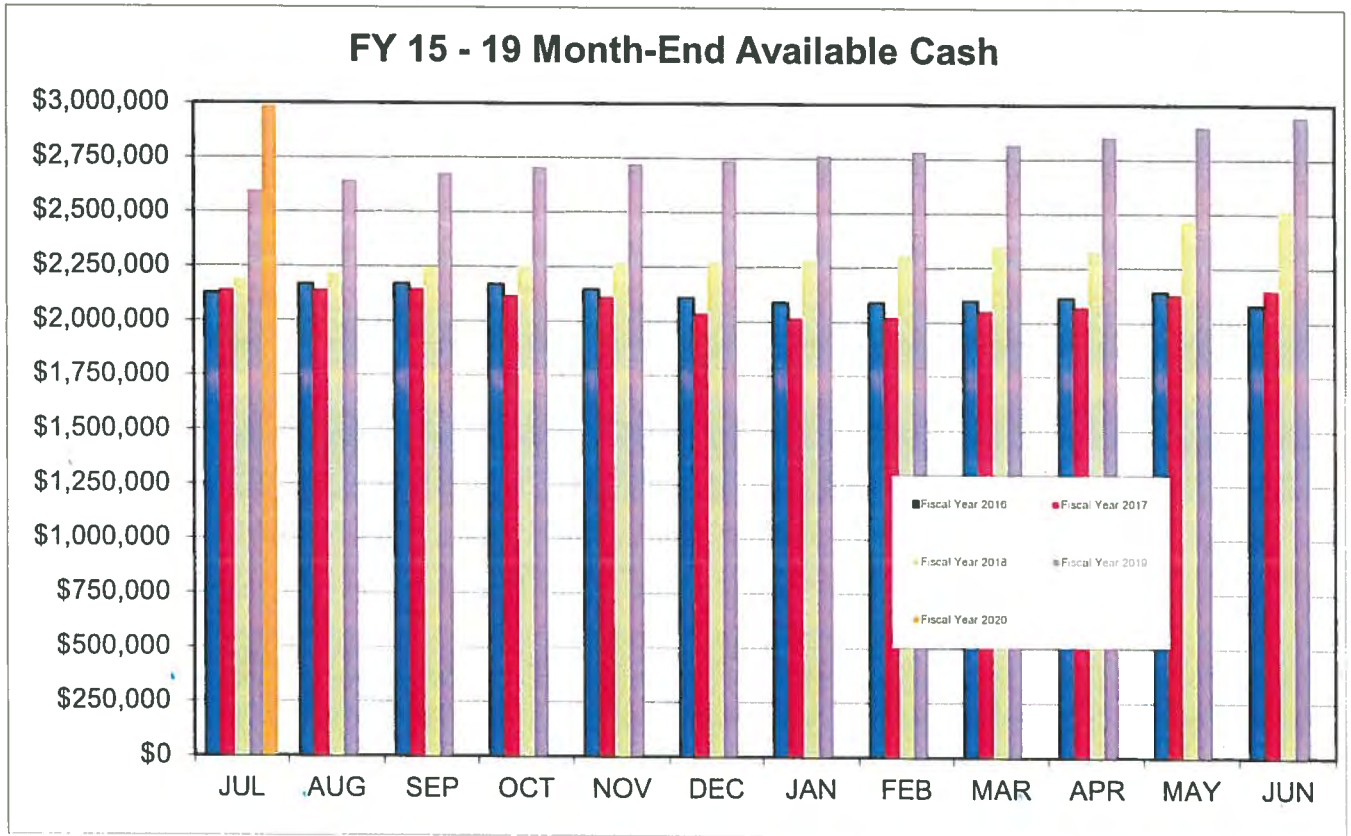
### Statement of Revenues and Expenditures

Class	Budget	Fiscal Year To Date as a % of Budget	Remaining Budget	Projected for Remainder of Year	Projected Year End Totals	Projected Total as a % of Budget
Revenues:	315,200	19.6%	253,361	507,808	569,647	180.7%
Expenditures						
Personnel:	255,500	7.9%	235,432	240,822	260,890	102.1%
Operating:	44,300	3.1%	42,949	17,648	18,999	42.9%
Capital:	15,400	0.0%	15,400	15,400	15,400	100.0%
Total Expenditures	315,200	6.8%	293,780	273,870	295,290	93.7%
Net for FY 2020	-			233,938	274,357	

### Statement of Cash Balance

July 1, 2019 Beginning Cash Available	Fiscal Year to Date Revenues	Fiscal Year to Date Expenditures and Encumbrances	Other Changes in Cash	Available Cash as of July 31 2019	Projected Change in Cash for Remainder of Year	Projected Year End Available Cash
2,946,282	61,839	(21,420)	-	2,986,701	233,938	3,220,639

# PUBLIC WORKS CONTRACTORS LICENSING FUND 0229-07



# PUBLIC WORKS CONTRACTORS LICENSING FUND 0229-07

