

**PUBLIC WORKS CONTRACTORS LICENSE BOARD  
VIDEOCONFERENCE MEETING**

**Monday – January 13, 2020 – 9:30 a.m. (MST)**

**Division of Building Safety  
1090 East Watertower Street, Suite 150, Meridian  
1250 Ironwood Drive, Suite 220, Coeur d’Alene  
155 North Maple Street, Blackfoot**

**DRAFT MINUTES OF THE JANUARY 13, 2020 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 9:30 a.m. (MST)

**Board Members Present:**

Jim Roletto, Chairman  
Joe Jackson, Vice-Chairman  
Robbie Austin  
Evan Goodwin  
Chuck Graves  
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  
Adam Bowcutt, Regional Manager, Region 3

◆ **Open Forum**

There were no new issues to discuss under open forum.

◆ **Approval of January 13, 2020 Agenda and October 7, 2019 Meeting Minutes**

**MOTION:** Joe Jackson made a motion to approve the agenda and minutes as presented. Chuck Graves seconded. All in favor, motion carried.

◆ **License Extension**

Jacob Wray, Sonray Enterprises, LLC, received a public works license in November 2018 for a new business. Rather than have his financials audited then, he extended his license to January 31, 2019; allowing his accountant to do a complete review/audit of his financials for fiscal year 2018. Realizing his accountant would not have the report completed until the middle to end of March 2019, Mr. Wray asked for another extension. In addition, to avoid this issue in the future, Mr. Wray asked to renew his license every March. Administrator Chris L. Jensen authorized the new renewal month.

The Division offered to renew Mr. Wray’s license upon the submission of a bonding letter, by a bonding company, that would cover the AAA license at \$5 million dollars single and \$10 million-dollars aggregate, as well as a date of when his financials would potentially be available. Mr. Wray accepted the terms; however, requested, to reduce his AAA license to an AA license. The Administrator agreed. For an AA license, the bonding letter will need to state \$3 million dollars single and \$6 million dollars aggregate.

With Mr. Wray's licensing issue resolved, no motion was required by the Board.

◆ **Conflict in Idaho Codes**

Chairman Roletto brought forth the possibility of a conflict between Idaho Code 67-2320 *Professional Service Contracts with Design Professional, Construction Managers and Professional Land Surveyors*, bidding process less than \$25,000, and Idaho Code 67-2803(2) *Exclusions*, bidding process less than \$50,000, as it pertains to direct select or formal/informal type of selection of services.

Administrator Jensen explained Idaho Code 67-2320 is for professional service contracts with design professionals, construction managers and professional land surveyors. Idaho Code 67-2803 is to procure the goods and services as determined by the governing board, which is the PWCL Board. Entities in Idaho Code 67-2320 are not included in Idaho code 67-2803(2), nor required to hold a public works license, AND the zero to \$25,000 bid limit in Idaho Code 67-2320 is outside the Division's purview.

Chairman Roletto suggested, and Administrator Jensen agreed, to review the pamphlet *Procurement and Public Works Contracting in Idaho*, created by the Division, for clarification and possible republication.

◆ **Self-Perform Plumbing/HVAC/Electrical Work on a Bid**

This topic was addressed at the October 2019 board meeting where the Deputy Attorney General provided an opinion on self-serving, specialty categories and licensing. The question was whether a building contractor would have to have specialty category licenses to self-perform.

The Administrator provided the background behind this topic. A 1, 2 or 3 license allows a building contractor to perform any trade that does not require a license; self-performing that work. If the contractor holds the proper license(s) in the three license categories, electrical, plumbing, HVAC, he would be able to perform that work as well. The Board agreed with the opinion of the Deputy Attorney General that if an individual has a type 1, 2 or 3 license, it is all inclusive, and a type 4-specialty license is not required.

◆ **Administrator Report**

Financial Report – The finances are in good condition.

Compliance/Outreach – A new full-time compliance/outreach advisor has been hired to check licenses in every jurisdiction.

Budget – January 16, 2020, will be the first budget presentation to the Joint Finance-Appropriations Committee. DBS recently received its budget back from the Division of Financial Management in which there were no exceptions taken from the Governor's office. The Division has asked for two compliance officers and six additional inspectors. One of the big items in the budget is the purchase of the Blackfoot building; which is now occupied by DBS.

Economic Report – In a Zion’s Bank report, in 2010, there were 4,500 home-starts in Idaho. In 2020, there will be approximately 14,000 homes, and will increase by 1,000 homes every year for the next five years.

◆ **Adjournment**

**MOTION:** Joe Jackson made a motion to adjourn the meeting. Chuck Graves seconded. All in favor, motion carried.

The meeting adjourned at 9:23 a.m. (MST).

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JIM ROLETTO, CHAIRMAN  
PUBLIC WORKS CONTRACTORS  
LICENSE BOARD

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CHRIS L. JENSEN, ADMINISTRATOR  
DIVISION OF BUILDING SAFETY

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DATE

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DATE

These draft minutes are subject to possible corrections and final approve by the PWCL Board. 02/28/2020rb