

REQUEST FOR CHANGES TO THE STATE ADMINISTRATIVE MANUAL (SAM)

Agency Code: 704

Department: DCNR

Division (if applicable): State Parks

Appointing authority: Administrator, David K Morrow

Agency contact (name, phone and e-mail): Joy Elwood, 684-2793, stparks@parks.nv.gov

1. Reason/purpose for requested change: NRS 225.070, which previously required this administrative action, was deleted in the 1999 legislative session.
2. Existing and recommended language in SAM (*blue bold italics* is new language being proposed and ~~red strikethrough~~ is deleted language being proposed): Delete, in its entirety SAM section 0332:

~~0332 Recording Construction Contracts~~

~~State construction contracts must be in writing, signed by the contracting parties and delivered to the Secretary of State. The Secretary of State files and records the contracts in the State's agreement and contract book. This does not apply to contracts for maintenance or with independent contractors.~~

3. Explain how the recommended change(s) will benefit agencies or create consistencies or efficiencies, etc. (provide examples if applicable): This change will make SAM consistent with NRS and will prevent agencies from an unnecessary step believed to be a part of the contracting process.
4. Will recommended change have a fiscal impact (if yes, explain): No
5. Proposed effective date: Immediately, since the statute requiring the action was deleted in the 1999 legislative session.

BOARD OF EXAMINERS APPROVAL DATE: _____

(for BOE use only)

REQUEST FOR CHANGES TO THE STATE ADMINISTRATIVE MANUAL (SAM)

Agency Code: 082
Department: Dept. of Administration
Division (if applicable): Public Works Division
Appointing authority: Gustavo “Gus” Nunez, State Public Works Administrator
Agency contact (name, phone and e-mail): Dennis G. Nolan, Building Official
(775) 684-4135
dgnolan@admin.nv.gov

1. Reason/purpose for requested change:

Current language in section 1914 contains an error and is outdated due to agency name change, building official title change, and changes to NRS 341.100(9), NRS 341.105 and NAC 341.036.

2. Existing and recommended language in SAM (*blue bold italic* is new language being proposed and ~~red-strikethrough~~ is proposed deletions).

1914 Building Official Role

Regardless of the source of funding, the ~~Board~~ *deputy administrator for compliance and code enforcement* shall serve as the building official for all buildings and structures on property of the State or held in trust for any division of the State government. When acting as the building official, the ~~Secretary-Manager-of-the-Board~~ *deputy administrator for compliance and code enforcement* shall have authority to issue stop work orders based upon reasons of health, safety, violations of building codes, other laws or regulations, or for failure to obtain an appropriate building permit from the ~~Board~~ *Division*. State employees and/or contractors performing the work may be subject to personal fines of up to \$1,000 for violating a stop work order and may also be subject to criminal sanctions. All agencies of the State shall coordinate with the ~~Board~~ *Division* in the design, ~~and~~ construction, *tenant improvements and remodels* of buildings or structures subject to the requirements of this section. Coordination shall include obtaining approvals on all design work prior to advertising any project for bid or prior to the institution of any other contractor procurement method (2003, Chapter 404 and NRS 341.100(5)(h)). The ~~Board~~ *deputy administrator for compliance and code enforcement* is the building official even for those projects exempted under Section 1902 if they are constructed on State land.

Any construction activity ~~within privately owned lease space on State~~ on lands *not owned by the State* is governed by the local building jurisdiction. Approvals, permits and inspections may be required by the local building jurisdiction; therefore, it is advised that the agency contact them for their requirements.

The ~~Board~~ *Division* is a fee-based agency and therefore *investigation*, plan check, permit, and inspection fees are charged for those services. Early contact should be made with the ~~Board~~ *Division* prior to the institution of any new construction or remodeling projects.

3. Explain how the recommended change(s) will benefit agencies or create consistencies or efficiencies, etc. (provide examples if applicable):

The proposed revisions correct paragraph 3 consistent with the non-state lands projects which are governed by local building officials. The clarification will direct applicants to the proper permitting authority: State land, SPWD Building Official or non-State land, local building official.

4. Will recommended change have a fiscal impact (if yes, explain):

No financial impact is anticipated.

5. Proposed effective date:

Immediately upon Board of Examiners approval.

BOARD OF EXAMINERS APPROVAL DATE: _____
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