

ATTENTION
PERMITTING SECTION CUSTOMERS

Notice Regarding Adopted Building Codes

July 17, 2007

The State Public Works Board is planning to adopt new building codes before the end of calendar year 2007. The new building codes are already included in the current version of the State Public Works Board Adopted Standards.

The Public Works Board will accept designs under the 2003 codes until December 31, 2007. Afterwards, all plans submitted to Public Works will need to comply with the new building codes.

Sincerely,

Gustavo Nunez, P.E.
Manager State Public Works Board

JIM GIBBONS
Governor

STATE OF NEVADA

GUSTAVO "GUS" NUNEZ, P.E.
Manager

Carson City Office:
515 Musser Street, Room 102
Carson City, Nevada 89701-4263
(775) 684-4141 • Fax (775) 684-4142



Las Vegas Office:
1830 East Sahara, Suite 204
Las Vegas, Nevada 89101
(702) 486-5115 • Fax (702) 486-5094

PUBLIC WORKS BOARD

NEVADA STATE PUBLIC WORKS BOARD

STATE BUILDING PERMIT APPLICATION, GUIDELINES, PROCEDURES & POLICIES FOR AGENCY INITIATED CONSTRUCTION PROJECTS ON STATE-OWNED LANDS

FIRST EDITION – FEBRUARY 2006

SUBJECT TO REVISION

Check SPWB website: <http://spwb.state.nv.us/>

For updates

Effective date FEBRUARY 15, 2006

Table of Contents:

Section:	Page
FOREWORD	3
INTRODUCTION:	4
OUTLINE OF PROCESS & PROCEDURES:	7
SECTION 1: STATE BUILDING PERMIT APPLICATION PROCESS & FEES	8
SECTION 2: PLAN CHECK PROCESS AND FEES	11
SECTION 3: PLAN SUBMITTAL REQUIREMENTS	14
SECTION 4: STATE FIRE MARSHAL REQUIREMENTS	19
SECTION 5: REQUIRED INSPECTIONS, SPECIAL INSPECTIONS, & OTHER FEES	21
SECTION 6: CERTIFICATE OF OCCUPANCY	24
SECTION 7: DELEGATION OF AUTHORITY	26
APPENDIX:	31
APPENDIX A: APPLICATION FOR STATE BUILDING PERMIT AND/OR PLAN REVIEW	32
PART A –Initial Application	33
PART B – Fee Schedule	36
PART C – Plan Submittal Checklist	39
APPENDIX B: POLICIES AND PROCEDURES	41
APPENDIX C: SAMPLE DOCUMENTS	43
Certificate of Occupancy:	44
Required Inspections	46
Inspection Request	48
Inspection Notice	49
STOP WORK	50
Web Links:	51

Carson City Office:
515 Musser Street, Room 102
Carson City, Nevada 89701-4263
(775) 684-4141 • Fax (775) 684-4142

STATE OF NEVADA



PUBLIC WORKS BOARD

Las Vegas Office:
1830 East Sahara, Suite 204
Las Vegas, Nevada 89101
(702) 486-5115 • Fax (702) 486-5094

FOREWORD

The offices of the State Public Works Board (SPWB) and the State Fire Marshal (SFM) have prepared this document to explain the rules and regulations concerning new construction, additions, and remodels of state-owned facilities.

In order to perform its responsibilities required under the Nevada Revised Statutes, the State Public Works Board is implementing a State Building Permit system. State Building Permits will be issued to a licensed contractor or agency, based on the project's scope of work. In addition, preparation and submittal of plans will be determined by the scope and complexity of each project.

Plan Reviews and Inspections will be required, unless exempted, for all projects. Permit Fees (which cover inspection costs) and Plan Review fees will be charged. Where other Agencies' review and permit services are required, those fees will need to be paid directly to those Agencies.

It is understood this is a new system with anticipated improvements and changes as the processes are refined.

Any written suggestions for modifications to this process will be welcome.

STATE OF NEVADA

Carson City Office:
515 Musser Street, Room 102
Carson City, Nevada 89701-4263
(775) 684-4141 • Fax (775) 684-4142



Las Vegas Office:
1830 East Sahara, Suite 204
Las Vegas, Nevada 89101
(702) 486-5115 • Fax (702) 486-5094

PUBLIC WORKS BOARD

INTRODUCTION:

The primary purpose of this document is to address the concerns for health, fire and life-safety, and property protection while performing construction on State property. This construction work must meet the federal requirements for compliance with accessibility and codes adopted by the SPWB. By following these procedures, liability to the State can be minimized, by supplying safe, accessible, code compliant facilities for the employees and the public.

The intent of this document is to advise all State agencies as to the requirements and procedures that apply to all new construction, additions, and remodels. These guidelines and procedures are being established to bring consistency and predictability concerning how State-owned buildings are built, remodeled, and/or maintained.

This document addresses projects funded by an individual Using Agency where project management may or may not have been delegated by the SPWB to the Using Agency under NRS 341.119. When performing new construction or remodels, a SPWB State Building Permit will be required. Plans will also be required, based on the scope and complexity of the project. Work cannot proceed until all plans have been approved by all involved agencies and the State Building Permit has been issued. Once the plans have been approved, and the State Building Permit issued, all construction work will be inspected for compliance with accessibility and code. **SPWB cannot delegate its building official responsibilities and therefore retains its full plan review and inspection duties.**

The SPWB Manager and the State Fire Marshal jointly issued this document. The SPWB's Manager's authority as the State Building Official is found in NRS 341. The State Fire Marshal's authority is found in NRS 477.

The authority for this process is found in **NRS 341.153 Public policy of the State declared**, which reads as follows:

NRS 341.153 Public policy of State declared.

1. The legislature hereby finds as facts:
 - (a) That the construction of public buildings is a specialized field requiring for its successful accomplishment a high degree of skill and experience not ordinarily acquired by public officers and employees whose primary duty lies in some other field.
 - (b) That this construction involves the expenditure of large amounts of public money which, whatever their particular constitutional, statutory or governmental source, involve a public trust.
 - (c) That the application by State agencies of conflicting standards of performance results in wasteful delays and increased costs in the performance of public works.
2. The legislature therefore declares it to be the policy of this State that all construction of public buildings upon property of the State or held in trust for any division of the State government be supervised by, and final authority for its completion and acceptance vested in, the State public works board as provided in [NRS 341.141](#) to [341.148](#), inclusive.
(Added to NRS by 1965, 682; A 1973, 905; 1985, 60)

Other authorities and mandates which the SPWB and SFM operate under are listed below:

- The SPWB General Powers of the Board are found in NRS 341.110.
- The SPWB Powers and Duties of the Board: Design, Construction and Repairs are found in NRS 341.145.
- The SPWB performs inspections of State buildings, as mandated in NRS 341.201.
- The State Fire Marshal performs inspections of State buildings as mandated in NRS 477.035.
- State Administrative Manual (SAM) - Twenty-Third Edition - Cooperative Agreements and Contracts Chapter 300
- State Administrative Manual (SAM) - Twenty-Third Edition - Insurance and Risk Management Chapter 500
- State Administrative Manual (SAM) - Twenty-Third Edition - Public Works Board Chapter 1900

Before any design work begins, it is strongly encouraged to schedule an appointment with the SPWB Permitting Section to review exactly what plans will be required. Please contact the SPWB Permitting Section Supervisor at (775) 684-4141, to arrange for a pre-design conference, where the scope of the project and potential plan review and inspection requirements can be discussed.

State Buildings & Grounds Division, as well as some Agency Facilities Divisions who are acting as the Prime Contractor, can function as the Primary Design Professional and prepare plans for submittal to SPWB and SFM. See the SAM section 1900 concerning these details or contact SPWB Permit Section for discussion and determination on a case-by-case basis.

For those Agencies requiring plans for projects, design work is to be performed by a Nevada-licensed Principal Design Professional, who will stamp, sign, and date the plans. This person is responsible to coordinate and assemble sub-designers based on the project scope. For a more detailed description and requirements please see the sections regarding Plan Submittal Requirements.

In accordance with NRS 341.141, if the Agency cannot obtain these services directly, the SPWB can give direction to the proper Design Professionals.

Project Pre-Design meetings and Design Review meetings are strongly recommended. Technical staff from both SPWB and SFM will attend and evaluate the scope, conceptual or preliminary drawings to help define the project construction documents requirements for issuance of the State Building Permit.

Note: There are some exceptions for the Nevada Department of Transportation (NDOT), the Department of Wildlife (NDOW), and State Parks. Consult the NRS. The exceptions are typically non-inhabited buildings. All habitable buildings require the use of SPWB Building Department.

Signed by: _____ Date: _____
Gustavo "Gus" Nunez, P.E., Manager, Nevada State Public Works Board

Signed by: _____ Date: _____
Chad Hastings, Nevada State Fire Marshal

OUTLINE OF PROCESS & PROCEDURES:

1. Submit an **Application for State Building Permit and/or Plan Check**. (see appendix A for a form and Section 1 for the procedure)
 - (a) A project tracking number will be issued. This tracking number is to be used on all subsequent correspondence and submittals for this project.
2. Submit a Request for Delegation of Authority. (see section 7 for a form and procedure)
3. Pay all applicable fees.
4. Submit plans to the SPWB Plans Check Department for review. (see Section 3 for require documentation and level of detail)
 - (a) Plans for other State agency reviews will in addition to those required by us and distribution is the responsibility of the Applicant.(ie SFM, State Health)
 - (b) Plans and distribution for local county/city review are the responsibility of the Applicant.
 - (1) Clark County Air Quality Board
 - (2) City of Reno
 - (c) Include approvals/special use permits from local planning commissions.
5. Respond to Plan Check comments (see Section 2 for process).
6. Submit letters of confirmation of compliance to plan check comments.
7. Submit revised Plans/Sheets to Plan Check Department.
8. Submit proposed Special Inspection Firm for approval.
9. Complete the State Building Permit Application with contractor information.
10. The State Building Permit will be issued to a licensed contractor or an agency self performing the construction.
11. Inspections will be performed as outlined in Section 5.
12. After all inspections are complete and passed, the SPWB will then issue the Certificate of Occupancy (see Section 6 for process).
 - (a) Complete work in accordance with the plans, specification, code and inspection per the requirements of the State Building Permit. Submit confirmation of compliance from all inspection agencies.

SECTION 1: STATE BUILDING PERMIT APPLICATION PROCESS & FEES

STATE BUILDING PERMIT APPLICATION PROCESS

SPECIAL NOTE: The joint SPWB-SFM processes herein only apply to state-owned facilities on State property. All construction work related to lease facilities on privately owned property must be addressed through the local building department's permit process and the appropriate fees paid to them. Work related to state-leased facilities is governed by State Fire Marshal regulations and local regulations.

1. STATE BUILDING PERMIT FEE

- a) State Building Permit Fees are charged on all Agency Projects and Remodels. These fees are for inspection, administration services, and related functions. (There is no State Building Permit Fee for Capital Improvement Projects.) These fees are due and payable before a State Building Permit will be issued to a licensed contractor or an agency self performing the construction. See the Appendix A for sample State Building Permit Application.
- b) Additional fees may be required for mechanical, plumbing, or electrical work, depending on the particular project.
- c) Fees are based on the costs associated with the most current International Code Council Building Safety Journal (posted on our web site) for the particular project.
- d) Fees may be required by other agencies. The SPWB will not process and administer fees for other State Agencies (ie SFM, State Health). All non state agency fees are the responsibility of the Applicant.

2. STATE BUILDING PERMIT PROCESS:

- a) Submit the completed application to the Plans Check Department at the SPWB. (see Appendix A for a sample form)
- b) Obtain Delegation of Authority from the SPWB (see Section 7)
- c) The Plans Check Department will review the application and verify the fees.
 - 1) Plans may need to be submitted to help determine fees.
- d) Once the fees have been established a project tracking number will be issued. This tracking number is to be used on all subsequent correspondence and submittals for this project.
- e) Complete the Plan Check process (see Section 2).
- f) Submit for approval the Special Inspection Firm.
- g) Provide all contact information.
 - 1) Special Inspector
 - 2) Contractor
 - 3) Agency Project Manager

- h) Upon completion of the Plan Check process the State Building Permit will be issued to a licensed contractor or the agency self performing the construction.
- i) Start construction and follow Section 5 for required inspections.
- j) If no construction activity is performed on the permitted project for 180 days or more the Permit Section will void the building permit and reapplication will be required. (additional fees may be required depending on the length of time since the permit was voided)
- k) Upon completion of construction submit the following for completion of the State Building Permit:
 - 1) Submit information required for the Certificate of Occupancy (see Section 6 for process)
 - 2) Record drawings
 - 3) Roof warrantee (if applicable)

SECTION 2: PLAN CHECK PROCESS AND FEES

1. PLAN CHECKING FEE

- (a) Plan check fees are due prior to commencing with plan check process. These fees will be established at the time the plans are submitted. Plan check fees are non refundable.
- (b) Plan check requirements will be established based on the scope of the project.
- (c) Some projects require plan review by other agencies. In those cases, the Applicant will pay those fees directly to those agencies.
 - 1. State Fire Marshal
 - 2. State Health Department
 - 3. Nevada Department of Environmental Protection
 - 4. Nevada Manufactured Housing
 - 5. Clark County Air Quality Board
 - 6. SPWB Roofing

2. PLANS AND PLAN CHECK COMMENTS

- (a) A completed State Building Permit Application plus **two** complete set of plans and specifications shall be submitted to the SPWB. The determination of additional required plans and specifications are made on a case-by-case basis. See section 3 for plan submittal requirements.
- (b) SPWB will assign a permit number to the application and plans submittal.
- (c) SPWB will help determine what other Agencies will need to review the plans.
- (d) The goal is to provide plan review in a timely manner. The length of time it takes to perform plan review is directly related to the quality of the plans and the responsiveness to plan review comments.
- (e) The Applicant shall provide a transmittal letter to SPWB showing when and where those plans were distributed.
- (f) Plan check comments will be sent directly to the Primary Design Professional, with copies sent to the Using Agency Point of Contact (POC). (Applicant)
- (g) Responses to plan check comments shall be sent directly to the Plan Checker, with copies sent to the Using Agency POC. (Applicant)
- (h) The Primary Design Professional is required to coordinate all plan revisions and/or corrections, and distribute those comments as required.
- (i) After all plan check comments have been successfully addressed between the design team and the reviewers, The Primary Design Professional will assemble the final revised sheets and documents and submit them for final processing by SPWB.
- (j) The Using Agency may wish to provide additional sets to be stamped "APPROVED" and distributed as deemed appropriate.
- (k) Deferred submittals may be permitted on a case-by-case basis. Additional plan review fees will be charged if permitted.

3. REQUIRED NUMBER OF FINAL PLAN SETS

(a) SPWB (Carson City office) requires a minimum of **Two (2)** complete plan sets supplied by the using Agency. Each set will be wet-stamped "APPROVED" and distributed by the SPWB as follows:

1. SPWB - Carson City office plans system,
2. General Contractor of Record, when selected

4. CHANGES TO PLANS UNDER CONSTRUCTION:

- (a) Submit **Two (2)** sets of the changes to the plans and documents (see Section 3 for plan requirements) to the Plan Check Department for review and approval.
- (b) Completeness and appropriate detail will help in expediting approval.

SECTION 3: PLAN SUBMITTAL REQUIREMENTS

SPWB PLANS SUBMITTAL REQUIREMENTS

1) GENERAL REQUIREMENTS

- a) A high standard of professionalism in Architectural and Engineering drawings, specifications, and calculations is required on all submittals. Any work which does not meet the highest standards of professional representation for Architectural and Engineering practice, in accordance with NRS 623 and 625 will be rejected and returned.
- b) Maximum drawing size shall not exceed 30" x 42" (E Size).
- c) For current Codes adopted by the State Public Works Board please see our Adopted Standards Section 2 at our web site address,
 - (1) <http://spwb.state.nv.us/adoptedstandards.htm>
- d) Please note all construction projects must comply with NRS/NAC 338 Public Works and NRS/NAC 333 State Purchasing
- e) Standards for building plans are described in the most recent Blue Book, A Reference Manual of Nevada Law Governing Design for the Construction Industry, as published by Nevada State Board of Architecture, Interior Design, and Residential Design. See pages 26 through 32. This publication can be read and downloaded from this web site address:

- (1) <http://nsbaidrd.state.nv.us/pdfs/BlueBook2004.pdf>

2) ARCHITECTURAL DRAWINGS AND SPECIFICATIONS

- a) Plan requirements will be based on the scope of the project, on a case-by-case basis.
- b) Not all items listed herein are required for all projects.
- c) In addition to standard Architectural floor plan and elevation sheets, the set shall include cross sections, roof plans, complete door and window schedules, and sufficient sections and details to fully describe the Architectural portions of the work. This shall include all fire resistive assemblies, firestop systems, and exit plans.
- d) A title sheet shall be included for the entire drawing set containing the following information:
 - (1) Name of project and project number.
 - (2) Location of project.
 - (3) Name, address and seal of Primary Design Professional and all professional engineering consultants. All drawings shall be wet-signed and wet-sealed as required by the State Board of Architecture and State Board of Professional Engineering by the Primary Design Professional, as required by NRS 623, 624, and 625.

- (4) Index of all drawings included in the set.
- (5) Basis of Design information shall be shown on the title sheet, heavily boxed in, and include the following:

- a) Building Code Edition
- b) Site Area
- c) Floor Area(s)
- d) Occupancy Group(s)
- e) Type of Construction
- f) Required Area or Occupancy Separations
- g) Fire sprinkler Requirements
- h) Alarm Systems
- i) Number of Stories
- j) Maximum Height
- k) Zoning
- l) Set Backs
- m) Insulation Provided
- n) Allowable Live Loading for Roofs and Floors
- o) Seismic Zone
- p) Wind Speed and Exposure
- q) Allowable Soil Bearing Pressure
- r) Design Stresses for Building Materials

- e) A "limit of work" area designating the area allowed the contractor for storage and operation and on-site dedicated construction parking shall be shown on the Architectural site plan. Adjustments to the approved "limit of work" area must also be approved by the Using Agency.
- f) Where fire resistive construction, structural fire protection, or protection of openings is required, plans and specifications shall include a fire resistive design schedule that shall:
 - (1) Identify exactly where these elements are required.
 - (2) Provide complete details showing how the fire resistive assemblies are to be built, including all penetrations.
 - (3) Specify the source of the tested, listed fire resistive assemblies. Provide specific data sheets UL or similar listing and testing agency.
 - (4) Provide to the General Contractor a review of the proper use of the approved submittal products and where they are to be used in the project.
- g) Graphic illustrations with dimensional tolerance shall be provided on the drawings for
 - (1) All ADA and ICC/ANSI accessible elements.

3) STRUCTURAL DRAWINGS, SPECIFICATIONS, AND CALCULATIONS

- a) The structural drawings shall include, as a minimum, the following:
- b) General structural notes including a basis of design, loading information, allowable design stresses, basic information regarding material used on the project.

- c) A framing plan for each floor and roof, showing structural connections and vertical support systems.
- d) A foundation plan identifying footing types and dimensions.
- e) Sufficient sections and details to completely describe the structural portions of the work.
- f) Structural calculations are required for all aspects of the structural design, including vertical and lateral load carrying systems. Calculations shall be neatly prepared and organized so that an independent pier reviewer can check the validity and completeness of the calculations. Computer programs used shall be clearly identified and input and results fully documented.

4) MECHANICAL DRAWINGS, SPECIFICATIONS, AND CALCULATIONS

- a) HVAC, plumbing, and fire sprinkler drawings shall adhere to the following criteria:
- b) Graphical symbols and abbreviations shall conform to those recommended by ASHRAE and ASPE.
- c) Chilled water and heating water systems shall be illustrated utilizing piping schematics (in addition to floor plan piping drawings).
- d) Mechanical equipment rooms shall be illustrated utilizing enlarged floor plan drawings (1/4" scale minimum) and sections.
- e) Temperature control wiring schematics (and written control sequences) shall be provided for all temperature control systems requiring field installation.
- f) Plumbing systems shall be clearly illustrated utilizing one of the following two options to illustrate piping in restrooms and other areas containing batteries of plumbing fixtures:
 - (1) Enlarged floor plans - 1/4" scale minimum (with waste & vent piping on one plan, domestic hot & cold water on another plan).
 - (2) Isometric piping diagrams.
- g) Plumbing plans shall include invert elevations where waste piping exits each building.
- h) Fire sprinkler plans shall include locations and details for fire riser(s) and anti-freeze loops, and requirements for interfacing with electrical and fire alarm systems.

5) ELECTRICAL DRAWINGS, SPECIFICATIONS, AND CALCULATIONS

- a) Electrical drawings shall adhere to the following criteria:
- b) Graphical symbols shall conform to those recommended by the American Standard Association.
- c) Buildings with extensive electrical systems shall be clearly illustrated with three separate floor plans of each floor. One floor plan shall show the lighting system, a second the power system, and a third the communications and signaling systems.
- d) Lighting and power panel schedules shall be included on the drawings.

- e) Separate enlarged (1/4" scale minimum) floor plans shall be included for building areas with extensive electrical equipment.
- f) Special fixture and equipment supports shall be fully detailed where necessary to clarify the designer's intent.
- g) All electrical circuit outlets shall be shown with the circuit number or numbers to which each is connected.
- h) Wiring diagrams shall be included for clarification for all special control systems.

6. ENERGY CALCULATIONS:

- a) Calculations shall be provided to show compliance with 2003 International Energy Conservation Code.
- b) Calculations shall be provided to show compliance with NRS 338.190.

7. CHANGES TO PLANS UNDER CONSTRUCTION:

- a) Changes shall be stamped, signed and dated by the designer of record.
- b) Changes shall be approved by the agency.
- c) Changes shall be approved by the contractor.
- d) Changes shall be in accordance with the above requirements and match format of the original submittal.
- e) Only sheets and documents that have been changed need be submitted.
- f) Alternate Materials, Design and Methods of Construction and Equipment requests are to follow the use the form and procedures on our web site.
- g) Only once the changes are approved and all documents are on the job site, inspections requests for the changed condition may be requested.
- h) Additional plan review fees will be charged to process changes to Approved Plans.

SECTION 4: STATE FIRE MARSHAL REQUIREMENTS



Division of the State Fire Marshal
Stewart Facility
107 Jacobsen Way
Carson City, Nevada 89711
Phone (775) 684-7500
Fax (775) 684-7518

Web Site Address: <http://fire.state.nv.us/>

Contact the State Fire Marshal Office
for current information concerning:

Application Form,
Basis of Design Form,
Fee Schedule
and other requirements.

**SECTION 5: REQUIRED
INSPECTIONS,
SPECIAL
INSPECTIONS, &
OTHER FEES**

INSPECTIONS

1) AGENCY PROJECTS

- a) A project-specific list of required inspections will be created for each Agency project. A typical list is included in Appendix C - Sample Documents – Required Inspections.

2) GENERAL INFORMATION

- a) It is the responsibility of the Using Agency's designated Point of Contact or their Designated Contractor representative to request inspections in a timely manner.
- b) The SPWB require 24 hour prior notice for each requested inspection. Call us at (775) 684-4141 for Northern Nevada and (702) 486-5115 for Southern Nevada.
- c) The Agency or Contractor must have their copy of the approved plans on site and available for the Inspector's use. If the plans are not available for the Inspectors use, a Correction Notice will be given and the inspection will be cancelled.
- d) The Inspector will either pass the inspection or leave a written notice explaining why the inspection failed. In any event, the Inspector will log his visit to the job in his Inspection Report for the day.
- e) When receiving a Correction Notice, have the item/s corrected prior to requesting a re-inspection. Re-inspection fees will be charged.
- f) STOP WORK Orders: In extreme cases, such as where there is an imminent hazard or the work is proceeding in violation of the permit and/or approved plans, a STOP WORK Order could be served at the project site. Failure to comply with the STOP WORK order can result in citation per NRS 338.xxx.

3) INVESTIGATION FEES

- a) Investigation fees may be charged to the Using Agency. These fees may be charged as a result of time spent by staff investigating work done without a permit and/or inspection. They may be either charged at an hourly rate, or the amount may be equal to the required permit fee.
- b) Additional fees may be charged by the office of the State Fire Marshal under NAC 477.325.

4) SPECIAL INSPECTION FEES

- a) Where Special Inspection is required, SPWB approval is required of the firm to be retained to perform Special Inspection, and the scope of those special inspections.
- b) These Special Inspection fees are paid by the Using Agency directly to Special Inspection Agencies, for work performed under Chapter 17 of the 2003 International Building Code, and as designated by the Design Team.
- c) Copies of all special inspection reports shall be provided to the Primary Design Professional, Using Agency, SPWB, SFM, and other applicable agencies having oversight obligations.

5) OTHER AGENCY INSPECTIONS

- a) Obtain required approvals/permits from
 - 1) State Boiler Inspector
 - 2) State Elevator Inspector
 - 3) Fire Marshal or Jurisdiction having authority.
 - 4) State Health

6) RE-INSPECTION FEES

- a) A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. Re-inspection fees are billed by the hour and paid directly by the Agencies or contractor responsible for the re-inspection.

7) CHANGES TO PLANS UNDER CONSTRUCTION:

- a) Only approved changes present on the job site are to be requested for inspections.
- b) Work being performed without approval will either be failed or not inspected.

SECTION 6: CERTIFICATE OF OCCUPANCY

CERTIFICATE OF OCCUPANCY

1. After all required inspections have been successfully completed, and sign-offs secured from all involved agencies, a Certificate of Occupancy will be issued. The following sign-offs and inspections are required (some or all are required depending on size and complexity of the project).
 - a) Foundation/Pad Certificate
 - b) Setback Certificate
 - c) Grading and Drainage Certificate
 - d) SFM or local jurisdiction approval
 - e) SPWB Inspector approval
 - f) SPWB Roofing
 - g) State Elevator inspector
 - h) State Boiler inspector
 - i) State Health Department
2. No occupancy will be permitted prior to Certificate of Occupancy. This means the Agency may not move in furniture or personal items of any kind.
3. A Conditional or Temporary Certificate of Occupancy may be considered in unusual circumstances.

SECTION 7: DELEGATION OF AUTHORITY

Carson City Office:
515 Musser Street, Room 102
Carson City, Nevada 89701-4263
(775) 684-4141 • Fax (775) 684-4142



Las Vegas Office:
1830 East Sahara, Suite 204
Las Vegas, Nevada 89104
(702) 486-5115 • Fax (702) 486-5094

PUBLIC WORKS BOARD

TITLE: DELEGATION OF AUTHORITY FOR PROJECTS EQUAL TO OR GREATER THAN \$200,000

DATE: August 1, 2005

Purpose: Nevada Revised Statutes (NRS) 341.141 provides that the State Public Works Board (SPWB) shall furnish engineering and architectural services to the University and Community College System of Nevada and all other state departments, boards or commissions charged with the construction of any building constructed on state property or for which the money is appropriated by the legislature.

In addition, NRS 341.119(1), Delegation of Authority of Board to State Agency, states that "Upon the request of the **head of a state agency** (emphasis added), the board may delegate to that agency any of the authority granted the board pursuant to NRS 341.141 to 431.148, inclusive." This Delegation of Authority may be granted if the SPWB is satisfied that the requesting agency has the expertise on staff to perform and/or coordinate the project services, which consist of preliminary planning, designing, estimating of costs, and preparation of detailed plans and specifications. In order for the SPWB to determine whether an agency has these capabilities, the agency needs to provide the SPWB with specific information.

When a state agency requests Delegation of Authority, they are stating that they will perform Project Management in a similar manner as would have been performed by the SPWB and in compliance with the Nevada Revised Statutes. Compliance with the provisions of NRS 338, relating to bidding and contracting provisions, including prevailing wage rates and Labor Commissioner Regulations are requirements of any Delegation of Authority granted by the SPWB. Delegation of Authority does not include plan review or inspection authority.

There are some exceptions for the Nevada Department of Transportation (NDOT), the Department of Wildlife (NDOW), and State Parks. Consult the NRS. The exceptions are typically non-inhabited buildings. NSHE also has a standing delegation of authority and is not required to follow this process if they so choose. All habitable buildings require the use of SPWB Building Department.

Project management is an integral part of the overall construction team effort to successfully complete a project and involves time, resources, and commitment to assurance of contractual obligations. Therefore;

It is the policy of the Nevada State Public Works Board (SPWB) that Delegation of Authority, allowed per NRS 341.119(1), may be authorized to a state department, Division, agency, board or commission upon a determination by the SPWB that the requesting agency has the expertise on staff to perform and/or coordinate the project services. The request shall be made by the State Agency head, which has been determined to be the campus president (or his or her designee), the department head, the division head, the agency administrator or the board/commission chairperson.

The procedures that are to be followed to ensure the above listed policy is enforced are as follows:

1. A request shall be made in writing to the Manager of the SPWB by the head of the State Agency. The agency head has been determined to be the department head, the division head, the agency administrator or the board/commission chairperson.
2. The request shall provide a brief description of the agency's project management capabilities and a description of its staff' expertise. In addition, the following information shall be provided regarding the project involved:
 - a. A brief description of the scope of the project.
 - b. The budget amount for the project.
 - c. The funding source for the project.
 - d. The project schedule, describing the design phase, bidding and construction.
 - e. The consultant selection process.
3. The request shall include a signed copy of the attached "Delegation of Authority-Responsibilities" form.

4. Upon receiving the request, the Manager shall place the item on the next available Board meeting agenda for action.
5. If the agency has not provided the necessary information, as outlined in item No. 2 and 3 above, the Manager shall deny request due to insufficient information and return it to the agency.
6. The project shall not begin until Board approval is granted.
7. The agency is requested to have a representative attend the Board's meeting to answer any questions regarding the request.
8. Upon approval or denial by the Board, the Manager shall notify the agency in writing within five working days of the Board's action.
9. Denial of the request by the Board is final.

Any questions regarding this policy and procedure shall be directed in writing to the Manager of the State Public Works Board.

Carson City Office:
515 Musser Street, Room 102
Carson City, Nevada 89701-4263
(775) 684-4141 • Fax (775) 684-4142



Las Vegas Office:
1830 East Sahara, Suite 204
Las Vegas, Nevada 89104
(702) 486-5115 • Fax (702) 486-5094

PUBLIC WORKS BOARD

TITLE: DELEGATION OF AUTHORITY FOR PROJECTS UNDER \$200,000

DATE: August 1, 2005

Purpose: Nevada Revised Statutes (NRS) 341.141 provides that the State Public Works Board (SPWB) shall furnish engineering and architectural services to the University and Community College System of Nevada and all other state departments, boards or commissions charged with the construction of any building constructed on state property or for which the money is appropriated by the legislature.

NRS 341.119(1), Delegation of Authority of Board to State Agency, states that "Upon the request of the *head of a state agency* (emphasis added), the board may delegate to that agency any of the authority granted the board pursuant to NRS 341.141 to 431.148, inclusive." This Delegation of Authority may be granted if the SPWB is satisfied that the requesting agency has the expertise on staff to perform and/or coordinate the project services, which consist of preliminary planning, designing, estimating of costs, and preparation of detailed plans and specifications. In order for the SPWB to determine whether an agency has these capabilities, the agency needs to provide the SPWB with specific information.

In addition, the Board has adopted regulations, the Nevada Administrative Code (NAC) 341.030(2)(s), wherein the Manager of the SPWB has the authority to grant Delegation of Authority for projects under \$200,000.

When a state agency requests Delegation of Authority, they are stating that they will perform Project Management in a similar manner as would have been performed by the SPWB and in compliance with the Nevada Revised Statutes. Compliance with the provisions of NRS 338, relating to bidding and contracting provisions, including prevailing wage rates and Labor Commissioner Regulations are requirements of any Delegation of Authority granted by the SPWB. Delegation of Authority does not include plan review or inspection authority.

There are some exceptions for the Nevada Department of Transportation (NDOT), the Department of Wildlife (NDOW), and State Parks. Consult the NRS. The exceptions are typically non-inhabited buildings. NSHE also has a standing delegation of authority and is not required to follow this process if they so choose. All habitable buildings require the use of SPWB Building Department.

Project management is an integral part of the overall construction team effort to successfully complete a project and involves time, resources, and commitment to assurance of contractual obligations. Therefore;

It is the policy of the Nevada State Public Works Board (SPWB) that Delegation of Authority, allowed per NRS 341.119(1) and NAC 341.030(2)(s), may be authorized to a state department, agency, board or commission upon a determination by the SPWB that the requesting agency has the expertise on staff to perform and/or coordinate the project services. The request shall be made by the State Agency head, which has been determined to be the campus president (or his or her designee), the department head, the division head, the agency administrator or the board/commission chairperson.

The procedures that are to be followed to ensure the above listed policy is enforced are as follows:

1. A request shall be made in writing to the Manager of the SPWB by the head of the State Agency. The agency head has been determined to be the department head, the agency administrator or the board/commission chairperson.
2. The request shall provide a brief description of the agency's project management capabilities and a description of its staff's expertise. In addition, the following information shall be provided regarding the project involved:
 - a. A brief description of the scope of the project.
 - b. The budget amount for the project.
 - c. The funding source for the project.
 - d. The tentative project schedule, describing the design phase, bidding and construction.

- e. The consultant selection process. If an Agency has a standard selection process, that process documentation shall be submitted one time only, unless subsequently revised.
3. The request shall include a signed copy of the attached "Delegation of Authority-Responsibilities" form.
4. Upon receiving the request, the Manager shall, within 20 working days from receipt, make a determination on the request.
5. The project shall not begin until SPWB approval is granted.
6. If the agency has not provided the necessary information, as outlined in item No. 2 above, the request shall be denied due to insufficient information and returned to the agency.
7. Upon approval or denial, the Manager shall notify the agency in writing within five working days of his/her decision.
8. Denial of the request by the Manager may be appealed to the Board.

Any questions regarding this policy and procedure shall be directed in writing to the Manager of the State Public Works Board.

APPENDIX:

APPENDIX A: APPLICATION FOR STATE BUILDING PERMIT AND/OR PLAN REVIEW

JIM GIBBONS
Governor

GUSTAVO "GUS" NUNEZ, P.E.
Manager

Carson City Office:
515 E. Musser Street, Suite 102
Carson City, Nevada 89701-4263
(775) 684-4141 • Fax (775) 684-4142

STATE OF NEVADA



Las Vegas Office:
1830 East Sahara Street, Suite 204
Las Vegas, Nevada 89104
(702) 486-5115 • Fax (702) 486-5094

**STATE PUBLIC WORKS BOARD
APPLICATION FOR BUILDING PERMIT AND/OR PLAN REVIEW
PART A –Initial Application**

Please fill out application form and fax back to SPWB, Carson City office at (775) 684-4142

SPWB Project Number: (To Be Assigned By SPWB) _____

Application Date: _____

Form Completed by: _____ Phone: _____

FAX Number: _____ E-mail Address: _____

Applicant's FedEx or UPS or Other Shipping Number: _____

Project name: _____

Project location: County: _____ City: _____

Project type (check one):

Building permit and plan review:

School district plan review:

SPWB Project Manager: (TBA) _____

Written Project Scope of Work
(please describe the project, attach additional sheets as needed)

APPLICATION FOR BUILDING PERMIT AND/OR PLAN REVIEW

Project Name: _____

Department Requesting Project: _____

Division Requesting Project: _____

Agency Requesting Project: _____

Agency Contact Person: _____

Mailing Address: _____

Contact Phone: _____ Contact Fax: _____

Contact E-mail: _____

Project Architect: Name: _____

Architect Address: _____

Phone: _____ Fax: _____

E-mail: _____

General Contractor: Name: _____

Contact Person: _____

Contact Phone: _____ Fax: _____

E-mail: _____

Estimated date plans available for distribution: _____

Estimated date for first advertisement: _____

Estimated date for bidding: _____

APPLICATION FOR BUILDING PERMIT AND/OR PLAN REVIEW

Project name: _____

Construction cost estimate (include mechanical, plumbing and electrical): \$ _____

Mechanical cost estimate: \$ _____

Electrical cost estimate: \$ _____

STATE OF NEVADA

Carson City Office:
515 E. Musser Street, Suite 102
Carson City, Nevada 89701-4263
(775) 684-4141 • Fax (775) 684-4142



Las Vegas Office:
1830 East Sahara Street, Suite 204
Las Vegas, Nevada 89104
(702) 486-5115 • Fax (702) 486-5094

**STATE PUBLIC WORKS BOARD
APPLICATION FOR BUILDING PERMIT AND/OR PLAN REVIEW**

PART B – Fee Schedule

SPWB Project Number: _____

Project name: _____

Total permit and plan review fees (attach schedule A): \$ _____

Project funding source: _____

If the using agency maintains accounting records on the State's Integrated Financial System (IFS), please provide the following regarding the source of funds:

Fund: _____ **Budget Account:** _____ **Category:** _____

I agree to the fees listed above and certify that the requesting agency has sufficient funds and authority to carry out this project.

I understand no work is permitted until the permit has been issued and approved plans are on site.

Using Agency:

By: _____

Print: _____

Title: _____

Date: _____

Application approved: SPWB

By: _____

Print: _____

Title: _____

Date: _____

Accounting: _____ Date: _____

APPLICATION FOR BUILDING PERMIT AND/OR PLAN REVIEW

Schedule A

Permit and Plan Review Fees

Project name: _____

Total permit fees (complete schedule B): \$ _____
(if school district plan check enter \$0)

Plan review fees (complete schedule B): \$ _____

TOTAL PERMIT AND PLAN REVIEW FEES: \$ _____

This Section to be completed by the State Public Works Board

Outsourced plan reviews (firm name and fees):

Building: _____ \$ _____

Structural: _____ \$ _____

Mechanical: _____ \$ _____

Civil: _____ \$ _____

Electrical: _____ \$ _____

ADA: _____ \$ _____

TOTAL OUTSOURCED PLAN REVIEW FEES _____ \$ _____

SPWB fees

(Total permit and plan review fees less total outsourced plan check fees): _____ \$ _____

APPLICATION FOR BUILDING PERMIT AND/OR PLAN REVIEW

Schedule B
 Permit and Plan Review Fee Calculation

Project name: _____

BUILDING PERMIT FEE

Total Construction Cost	Fee
\$1.00 to \$500.00	23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500 plus \$3.05 for each additional \$100.00 or fraction thereof, to and including \$2,000.00.
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each \$1,000.00 or fraction thereof.

BUILDING PERMIT FEE: \$ _____

Sub Permit Fee:

Check the disciplines required for this project:

Structural Mechanical
 Plumbing Electrical

Enter the total number of disciplines checked less 1
 Multiply by 15% _____ X .15
 Equals sub permit factor

SUB PERMIT FEE (building permit fee X sub permit factor): \$ _____

TOTAL PERMIT FEE (building + sub permit fee): \$ _____

Plan Review Fee (total permit fee X 65%): \$ _____

Other inspections and fees*:

1. Inspections outside normal business hours..... \$58.00
2. Re-inspection fees assessed under 305.8..... \$58.00
3. Inspections for which no fee is specifically indicated..... \$58.00
4. Additional plan review required by changes, additions, or alterations to plans..... \$58.00
5. For use of outside consultants for inspections..... Actual costs**

* Charge per hour or portion thereof.

** Actual costs include administrative and overhead costs.

Carson City Office:
515 E. Musser Street, Suite 102
Carson City, Nevada 89701-4263
(775) 684-4141 • Fax (775) 684-4142

STATE OF NEVADA



Las Vegas Office:
1830 East Sahara Street, Suite 204
Las Vegas, Nevada 89104
(702) 486-5115 • Fax (702) 486-5094

**STATE PUBLIC WORKS BOARD
APPLICATION FOR BUILDING PERMIT AND/OR PLAN REVIEW**

PART C – Plan Submittal Checklist

BASIS OF DESIGN & CODE INFORMATION

SPWB Project No.: _____

Project Name: _____

Type of Construction: _____ Sq Ft: _____

Type of Construction: _____ Sq Ft: _____

Type of Construction: _____ Sq Ft: _____

Total Project Square Footage: _____

Codes under which project is being designed [circle all that apply]:

Building Code:	1997 [UBC]	2003 [IBC]	2003 [IEBC]
Uniform Mechanical Code:	1997	2003	
Uniform Plumbing Code:	1997	2003	
National Electrical Code:	1999	2002	2005*
Americans with Disabilities Act:		1994	1998*
ANSI A117.1	1992 [CABO]	1998 [ICC]	2005 [ICC]*
NFPA 13	1999	2002	2005*
NFPA 24	1999	2002	2005*
NFPA 72	1999	2002	2005*

Other: _____ / _____ [yr] Other: _____ / _____ [yr]

Adopted Standards? Yes No Whose? _____ [Attach copy if not SPWB]

* These codes are not currently adopted.

Plan Submittal Checklist

This checklist should be reviewed prior to submittal of plans to the State Public Works Board.

Not all items may be applicable to your project. Additional information on submittal requirements is available in the SPWB Policies & Procedures Manual, available online at www.spwb.state.nv.us.

Separate submittals may be required to State Fire, State Lands, State Health, State Elevator, State Boilers, and other state or local agencies. These approvals will be required prior to release of plans for construction. They may charge additional fees and require additional plan sets.

Incomplete submittals will result in delays in your review.

- SPWB Application Building Permit and/or Plan Review [Part A]
- SPWB Application Building Permit and/or Plan Review – Fee Schedule [Part B]
- Two complete sets of plans, drawn to scale, including:
 - site plan
 - floor plans
 - electrical plans
 - mechanical plans
 - structural plans
 - calculations and supporting documents
 - exterior elevations
 - sections, assemblies and other construction details
- Request for Delegation of Authority

Documents transmitted:

Copies Description

Copies	Description

Applicant Signature

Date

Email

Phone

APPENDIX B: POLICIES AND PROCEDURES

**CLARIFICATIONS FROM THE
BUILDING OFFICIAL**

POLICIES AND PROCEDURES

The following policies and procedures identify the requirements of specific issues. Please check **our** website [www.spwb.state.nv.us] for the latest policies.

DATE	SUBJECT
November 15, 2002	Changes to Approved Construction Plans and Specifications
November 15, 2002	Issuance of a Certificate of Occupancy

APPENDIX C: SAMPLE DOCUMENTS

Certificate of Occupancy:

Next page.



Certificate of Occupancy

Nevada State Public Works Board

SAMPLE

This certificate is issued pursuant to the requirements of Section 110 of the 2003 International Building Code certifying that at the time of issuance this structure was in compliance with the various adopted codes of the State Public Works Board regulating building construction or use for the following:

Building Name: *Hogwarts School of Wizards* **Project Name:** *Dumbledore's Remodel* **Project Number:** *25-A99*
Building Address: *2222 Harry Potter Lane* **Owner of Building:** *Hogwarts University* **Occupancy Group:** *B, A-3*
Hogwarts **Owner's Address:** *100 N. Stewart St.*
Hogs Mead, NV 89999 **Type of Construction:** *K9*

Use Classification : *Classrooms/Office Design* **Occupant Load:** *450*

By: **Gustavo "Gus" Nunez, P.E., Manager**
State Public Works Board

Date: *Never Issued*

POST IN A CONSPICUOUS PLACE

SAMPLE

Required Inspections

This list will be modified as needed on a case-by-case basis.

24 hour advanced notice required

No inspections prior to 7 am or later than 4 pm, unless alternate arrangements are made in advance.

NO Saturday or Sunday inspections without prior authorization.

INSPECTION	DATED PASSED	INSPECTORS NAME
Footing; Layout, Rebar		
Stem Wall; Forms, Rebar		
Pre-Slab		
Roof Sheathing		
Shear Fastening		
Rough Framing & Nailing		
Insulation		
Drywall Nailing		
Hood Shaft; Ceramic Wrap (if applies)		
Ceiling Grid		
Exterior Lath		
Exterior Lath & Plaster; Scratch Coat		
Exterior Lath & Plaster; Brown Coat		
Wall Grout & Steel		
Fire Resistive Assemblies		
Final Building		
ELECTRICAL		
Underground Electric		
UFER Ground		
Rough Electric		
Low Voltage Electric		
Temporary Pole/Construction Power		
Final Electric		
MECHANICAL		
Hood (If Applies)		
Mechanical		
Rough Mechanical		
Gas Line		
Final Mechanical		
PLUMBING		
On Site Sewer Mains / or Septic		

On Site Water Lines		
Building Sewer		
Under-Slab Plumbing		
Rough Plumbing (including gas line test)		
Final Gas Test		
Plumbing Top Out		
Irrigation System		
Anti-Siphon (Backflow Prevention)		
Medical Gas (SFM also)		
Thrust Blocks & Flush Fire Main		
Underground Hydro Test (NFPA 24)		
Final Plumbing		
FIRE (May include both State Fire and local Fire officials)		
Underground/Aboveground Tank		
Hood System		
Hydrant Locations		
Fire Department Access & Vehicular Turnarounds		
Fire Flow Test		
Underground Final/Flow		
Sprinkler System/Hydro Overhead		
Fire Alarm system		
Extinguishing System		
Supervision/Monitoring		
Fire Resistive Assemblies		
Final Fire		
MISC [AS REQUIRED]		

JIM GIBBONS
Governor

STATE OF NEVADA

GUSTAVO "GUS" NUNEZ, P.E.
Manager

Carson City Office:
515 Musser Street, Room 102
Carson City, Nevada 89701-4263
(775) 684-4141 • Fax (775) 684-4142



Las Vegas Office:
1830 East Sahara, Suite 204
Las Vegas, Nevada 89101
(702) 486-5115 • Fax (702) 486-5094

STATE OF NEVADA
PUBLIC WORKS BOARD
515 MUSSER STREET ROOM 301
CARSON CITY, NEVADA 89701
(775) 684-4141 ~ Fax 775-684-4142

Inspection Request

SPWB Project Number: _____

Contractor Requesting Inspection

Date and Time Inspection Requested

Type of Inspection:

Location of Inspection:

All inspections must be scheduled forty-eight (48) hours in advance of the requested inspection date. Failure to schedule the inspection in advance may result in the inspection not being performed when requested.

The subcontractor requesting the inspection and the General contractor must sign the inspection request before inspection will be performed.

General Contractor's Representative

Date

Subcontractor's Representative

Date

The inspection requested above has: PASSED / FAILED

Re-inspection Required: YES / NO Inspector Name: _____

Comments: _____ Date: _____

Web Links:

NRS CHAPTER 338 - PUBLIC WORKS

<http://www.leg.state.nv.us/NRS/NRS-338.html>

NRS CHAPTER 341 - STATE PUBLIC WORKS BOARD

<http://www.leg.state.nv.us/NRS/NRS-341.html>

NRS CHAPTER 477 STATE FIRE MARSHAL

<http://www.leg.state.nv.us/NRS/NRS-477.html>

NRS CHAPTER 623 - ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN

<http://www.leg.state.nv.us/NRS/NRS-623.html>

NRS CHAPTER 623A - LANDSCAPE ARCHITECTS

<http://www.leg.state.nv.us/NRS/NRS-623A.html>

NRS CHAPTER 624 – CONTRACTORS

<http://www.leg.state.nv.us/NRS/NRS-624.html>

NRS CHAPTER 625 - PROFESSIONAL ENGINEERS AND SURVEYORS

<http://www.leg.state.nv.us/NRS/NRS-625.html>

NRS CHAPTER 625A - ENVIRONMENTAL HEALTH SPECIALISTS

<http://www.leg.state.nv.us/NRS/NRS-625A.html>

NAC CHAPTER 338 - PUBLIC WORKS PROJECTS

<http://www.leg.state.nv.us/NAC/NAC-338.html>

NAC CHAPTER 341 - STATE PUBLIC WORKS BOARD

<http://www.leg.state.nv.us/NAC/NAC-341.html>

NAC CHAPTER 477 - STATE FIRE MARSHAL

<http://www.leg.state.nv.us/NAC/NAC-477.html>

NAC CHAPTER 623 - ARCHITECTURE, INTERIOR DESIGN AND RESIDENTIAL DESIGN

<http://www.leg.state.nv.us/NAC/NAC-623.html>

NAC CHAPTER 623A - LANDSCAPE ARCHITECTS

<http://www.leg.state.nv.us/NAC/NAC-623A.html>

NAC CHAPTER 624 – CONTRACTORS

<http://www.leg.state.nv.us/NAC/NAC-624.html>

NAC CHAPTER 625 - PROFESSIONAL ENGINEERS AND SURVEYORS
<http://www.leg.state.nv.us/NAC/NAC-625.html>

NAC CHAPTER 625A - ENVIRONMENTAL HEALTH SPECIALISTS
<http://www.leg.state.nv.us/NAC/NAC-625A.html>

State Administrative Manual (SAM)
<http://budget.state.nv.us/SAM23/SAM23.pdf>