



New Mexico Regulation and Licensing Department

CONSTRUCTION INDUSTRIES DIVISION

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MEMORANDUM

Susana Martinez
GOVERNOR

J. Dee Dennis Jr.
SUPERINTENDENT

Mary Kay Root
DEPUTY
SUPERINTENDENT

James C. McKay
CHIEF GENERAL
COUNSEL

Clay Bailey
ACTING DIRECTOR

TO: CONSTRUCTION INDUSTRIES COMMISSION

FROM: CLAY BAILEY, ACTING DIRECTOR, CID/MHD

SUBJECT: DIRECTOR'S REPORT

DATE: November 13, 2013

Members of the Construction Industries Commission,

Below is an update for the CID since the last CIC meeting was held.

Personnel Issues

- Martin Romero continues to fill in as Acting General Construction Bureau Chief.
- 6 inspector positions are currently being advertised, awaiting advertisement at SPO, or waiting for the List of Applicants.
 - ❖ Electrical Inspector – Chavez County
 - ❖ Electrical Inspector - Albuquerque
 - ❖ Mechanical Inspector – Cibola County (moving to Silver City, interviewed on the 8th)
 - ❖ Mechanical Inspector – Quay County
 - ❖ General Inspector – Albuquerque
 - ❖ General Inspector – San Miguel County
- Bennett Lopez has been promoted to the Plan Reviewer Advanced position in Santa Fe. Waiting for the List of Applicants for the Plan Reviewer vacancy in Albuquerque.
- Sara Betzen has been hired to fill the Office & Admin-A position in the Albuquerque office, effective September 12, 2013.
- Susanna Zamora has returned to work in the Las Cruces office.
- Gloria Ruiz, Executive Assistant to the Director, has transferred to another state agency.
- Drew Chavez, Budget Supervisor has transferred to another state agency.
- John Tapia, Unlicensed Investigator (Compliance), has resigned.

Alcohol and Gaming Division
(505) 476-4875

Boards and Commissions Division
(505) 476-4600

Construction Industries Division
(505) 476-4700

Financial Institutions Division
(505) 476-4885

Manufactured Housing Division
(505) 476-4770

Securities Division
(505) 476-4580

Administrative Services Division
(505) 476-4800

- Shannon Talent, Investigator (Compliance) has transferred to another state agency.
- Inspector David Buttram has retired from the Mechanical Bureau, Las Cruces area, and effective October 31, 2013.
- Olga Baca has submitted her retirement letter and will be leaving CID, December 31, 2013.
- Inspector Joe Marquez has submitted his retirement letter and will be leaving CID, November 30, 2013.

URENCO

Inspection Statistics (9/11/2013)

- Structural
 - Number of permits – 5
 - Number of inspections – 5873 (8-7-13)
 - Combination of buildings – 95
 - Number of inspections – 5968 (9-11-13)
- Electrical
 - Number of permits – 10
 - Number of inspections - 5565 (8-7-13)
 - Combination of buildings – 30
 - Number of inspections – 5595 (9-11-13)
- Mechanical
 - Number of permits - 8
 - Number of inspections 2477 (8-7-13)
 - Combination of buildings – 14
 - Number of inspections – 2491 (9-11-13)
- Total Inspections - ending 9/11/2013 – 14,054

Inspection Statistics (10/16/2013)

- Structural
 - Number of permits – 6
 - Number of inspections – 5968 (9-11-13)
 - Combination of buildings – 86
 - Number of inspections – 6054 (10-16-13)
- Electrical
 - Number of permits – 10
 - Number of inspections - 5595 (9-11-13)
 - Combination of buildings – 29
 - Number of inspections – 5624 (10-16-13)
- Mechanical
 - Number of permits - 22
 - Number of inspections 2491 (9-11-13)
 - Combination of buildings – 55
 - Number of inspections – 2546 (10-16-13)
- Total Inspections - ending 10/16/2013 – 14,22

PROCEDURES

(Procedures established since last meeting are underlined)

1. Inspector Time Reporting
2. Inspection Resulting
3. Compliance Inspections
4. Stop Work Procedure
5. CIC Appeal Procedure
6. Public Hearing and Hearing Officers
7. Compliance Process
8. Complaint processing and tracking
9. Unlicensed Activity Directives For Investigators
10. Interview Procedure
11. Privacy Policy
12. Licensing Requests By Contractors Under Investigation
13. Utility Release Procedure and Training
14. CIC Hearing Officer/Local
15. Emergency Inspection Procedures for System Outages
16. EPR (Plan Review) Submittal New
17. EPR-electronic file protocol implemented to accommodate plans with individual sheets.
18. RCI testing and certification procedures
19. EPR plan intake procedure
20. Complaint central intake procedure
21. Red Tag Procedure
22. Ft. Bliss Modular Procedure
23. Oil and Gas Inspection Procedure
24. Draft - Code Adoption Procedure

***CID is actively working on changes to the code bond rule.**

***CID has inadvertently sent to archives a rule 14.6.6.9 without approval from the CIC. It will be addressed later in the meeting.**

PERMITS ISSUED

September 19, 2013 – October 31,2013

General Residential	521
General Commercial	187
Electrical Residential	872
Electrical Commercial	515
Mechanical Residential	613
Mechanical Commercial	318
LP Gas Residential and Commercial	951

Electronic Plan Review (EPR)

EPR Plans Received

2012

September 36

October 5

November 4

December 65

2013

January 71

February 57

March 40

April 84

May-June 173

July 77

August 65

September 70

October 85

Plan Review Totals

September 451

- Commercial 116
- Residential 335

October 378

- Commercial 73
- Residential 305

BUREAU UPDATES

GENERAL CONSTRUCTION BUREAU

- Conducted TAC meeting on October 10, 2013 in Albuquerque.
- Meeting at the Spaceport with NMSA, office staff and Chief Inspector.
- Tom Maese has closed out open permits at the Spaceport with NMSA. Closeout letters have been submitted and entered into KIVA completing Phase 1.
- Willard Eastman, Lisa Vornholt, P.E., Elena Sweeney and John Ludi, Fire Marshalls Office meeting on the Museum of New Mexico in Santa Fe.
- URENCO USA, National Enrichment Facility – Monthly Permitting Meeting
- Meeting at UNM at the Science and mathematics Learning Center on UNM Main Campus. Discussion on SMLC Phase II Addition which is approximately 12,450 square foot, four floor addition to the western side of the building
- Work with PSFA and the Commission on disability for tray returns and height requirement for fire extinguishers.
- UNM walkthrough with Brian D. Scharmer for the project space PCCR at UNM. Investigated existing conditions for code compliance.
- Meeting with Arum Berkani regarding framed panels constructed in Corrales.
- Meeting with McNeely Roofing Services, Cochiti Lake on a residential roof.
- Worked with city of Rio Rancho regarding their new CBO applicant and inspector applicants.
- Meeting with John Pohorsky from GAF on setting up some training on roofing products. Roofing is one of our biggest complaints thru out the state I thought it would be beneficial to set up some training with contractors and inspectors in three locations thru out the state, Santa Fe, Albuquerque and Las cruces. GAF has agreed and together we would like to begin the 1st of the year.
- Several meetings with the compliance department regarding complaints.

ELECTRICAL BUREAU

- Inspector Aaron Moore has acquired his required National Certifications.
- ETAC Member Brian Drennan, Andy Dalmy and Bureau Chief Hunt spoke at the September NMGWA meeting in Albuquerque at CNM and have been invited to present at the Las Cruces regional NMGWA meeting in early 2014.
- Working closely with testing requirements for the NMGWA Specialty Licensing that went active July 1, 2013, hard licensing requirements and enforcement go active July 1, 2014.
- Continue to work with Manny Marquez CBO and Ed Sloman with City of Hobbs as they have taken over Electrical Inspection April 1, 2013.
- Inspectors Joseph Martinez and Aaron Moore continue to build relationships with Oil & Gas contractors in the SE.
- SE area Oil & Gas Well installations are meeting code requirements and passing inspections.

- Proposed meeting the first of December with the Oil and Gas Industries for follow up on permitting and inspection requirements.
- Inspector Joseph Martinez met with Dean's Inc. and had a very productive meeting concerning Oil & Gas requirements.
- Joseph Martinez, new Electrical Inspector for Chaves & Eddy Counties is now providing back up for Aaron Moore in Lea County with the continuing heavy influx of area permits.
- Held monthly inspectors meetings.

MECHANICAL BUREAU

- Inspector Simon Anaya has passed his National Certification test.
- The Mechanical Bureau held quarterly staff meetings covering issues such as gas installations, inspections and consistency. Special emphasis was given to day to day customer service and coverage on overlapping areas.
- Mechanical Bureau held its MTAC Education and training subcommittee meeting to review submitted CEU packets for approval and to discuss mechanical and plumbing practical exams and proposed changes to the PSI practical lab.
- Bureau Chief Baca held the Mechanical quarterly Chief Inspectors meeting in Albuquerque and met with Chief Darnold, Nighbert and Sanchez. Emphasis was placed on area assignments and code consistency and training items were discussed along with Division procedures and policies.
- CID Bureau Chiefs Baca, Hunt and Chief Inspector Romero along with Plan Review staff, Rudy Romero and Acting Director Bailey and Deputy Director Patrick Sandoval met with Marty Price of URENCO USA for the regular monthly progress report for the URENCO facility in Eunice. Mr. Price gave a power point presentation on the status of permitting, plans submitted and construction progress and inspections. A site visit is tentatively scheduled for the Bureau Chiefs and area staff for December, 2013.
- Bureau Chiefs J.T. Baca, Kelly Hunt, Chief Inspector Martin Romero and area field staff met with design and project staff for the UNM Mathematics, Science and Learning Center Phase II construction project to review the code summary, submittal documents and life safety plan at UNM. The meeting was successful and opens the communication lines between CID and UNM project staff.
- Bureau Regional Inspector Meeting/Trainings and ride alongs are scheduled in each area to be facilitated by the Chief Inspectors.

LP GAS BUREAU

- Special Event inspections were conducted throughout the State. These included The New Mexico State Fair, Balloon Fiesta, Whole Enchilada and the Southern New Mexico State Fair.
- CID was recognized at the start of the event by the Whole Enchilada Fiesta Committee for helping bringing this annual event.
- Movie inspections have picked up. Some of these include "Killer Women", "The Night Shift", "Hate From A Distance" and "The Reach".

- Met with the State Fire Marshall's office and the Hispanic Cultural Center in Albuquerque concerning inspection of vendors at event put on by the Center.
- Working with the compliance department on complaints.
- Held TAC meeting in September.

COMPLIANCE CASE NUMBERS

Total Active Investigations CID/MHD: 613

Total Unlicensed: 144

Pre-trial/Trial: 16

Bench Warrant: 35

Pending Investigation: 93

Total Licensed: 469

Pending AGO: 194

Pending MHD Investigation: 73

Pending CIC Investigation: 202

Total Active Investigations CID/MHD: 613