Chapter 13.17 - LICENSING OF THE ELECTRICAL TRADE

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13.17.010 Title

This chapter shall be known as the licensing of the electrical trade, and may be so cited.

(Ord. 5281 § 1 (part), 1996)

13.17.020 Purpose And Scope

The purpose of this chapter is to provide for the ~~examining and~~ licensing of the electrical trade doing electrical work in Council Bluffs, Iowa, in order to protect public safety, health, and welfare of the citizens. All electrical licenses are issued through the State of Iowa.

(Ord. 5281 § 1 (part), 1996)

~~**13.17.030 Definitions - Licensing Of The Electrical Trade**~~

~~As used in this chapter:~~

~~Electrical contractor: A person who has met all the requirements of this chapter (license, bond and insurance) showing him/her qualified to engage in the business of installing, maintaining, repairing, servicing, or altering electrical equipment, independently or employed (full-time) by a firm, partnership or corporation.~~

~~Inactive contractor: A person who has met the license requirements for an electrical contractor (only), pursuant to this chapter, who may labor at the trade of installing, maintaining, repairing, servicing, or altering electrical equipment as an employee.~~

~~Journeyman electrician: A person who labors at the trade of installing, maintaining, repairing, servicing, or altering electrical equipment as an employee.~~

~~Residential wireman: A person having the necessary qualifications (training, experience and technical knowledge) to install wiring, apparatus and equipment for systems of not over four hundred (400) amps capacity for heat, light, power and other purposes in any structure used and maintained as a residential dwelling.~~

~~Maintenance electrician: A person who labors at maintaining and/or repairing electrical equipment, who is employed by an individual, firm, corporation or association.~~

~~Apprentice electrician: A person who labors at the trade of installing, maintaining, repairing, servicing or altering electrical equipment as an employee under the direct supervision and in the immediate presence of a journeyman electrician.~~

~~(Ord. 5281 § 1 (part), 1996)~~

~~13.17.040 General Provisions~~

~~A. "Purpose" means to provide for the examination and licensing of persons doing electrical work in the city of Council Bluffs, Iowa.~~

~~B. It is unlawful for any person, partnership, firm or corporation to engage in the business of installing, maintaining, repairing, servicing or altering electrical equipment as an electrical contractor unless they are or have in their employ the holder of a valid electrical contractor's license for the city of Council Bluffs.~~

~~C. It is unlawful for any person to labor at the trade of journeyman electrician without a valid city license and employed by a licensed electrical contractor.~~

~~D. It is unlawful for any person to labor at the trade of residential wireman without a valid city license and employed by a licensed electrical contractor.~~

~~E. It is unlawful for any person holding an inactive electrical contractor's license to obtain permits or engage in the business of electrical contracting. If found contracting with an inactive license, immediate revocation of said license will occur.~~

~~F. It is unlawful for any person to labor at the trade of maintenance electrician without a valid city license and regularly employed by an individual, firm, corporation or association.~~

~~(Ord. 5281 § 1 (part), 1996)~~

~~13.17.100 Examination - Application~~

~~Any person desiring a license shall make application to the electrical board of appeals for an examination. The administrative authority shall provide forms for this purpose. Applicants will apply for~~

testing to be an electrical contractor, journeyman, wireman, or maintenance electrician in certain areas of work (classifications). Applicants applying to be a contractor will be tested over all areas of work.

(Ord. 5779 § 1 (part), 2004)

13.17.110 Examination - Fee

Every person making application for each date of examination or reexamination for a license shall pay an examination fee for each test as set forth in the prevailing schedule of fees, CBMC 2.08. The fees shall be paid and attached to each application for the license classification(s) desired. Fees for testing are not refundable.

(Ord. 5281 § 1 (part), 1996)

13.17.120 Examination - Methods

The electrical board of appeals shall review and approve the experience of applicants for examination. The applicants shall clearly demonstrate in writing their qualifications for the particular classification of license desired, and shall show satisfactory knowledge of the methods and standards for doing work under the code of the city of Council Bluffs, Iowa. The examination shall be from a third-party testing agency, practical, and shall be of such a nature as to uniformly test the capabilities of all applicants for the same type of license. With special permission from the electrical official, applicants may take the locally prepared examination. The passing percentage grade for all examinations shall be seventy-five (75) percent correct.

(Ord. 5779 § 1 (part), 2004)

13.17.130 Examination - Failure

When an applicant fails to pass the examination required by this chapter, the following waiting periods shall be required before such applicant shall be eligible to again take such examinations:

Grade of 0% to 49%	3-month waiting period
Grade of 50% to 75%	1-month waiting period

(Ord. 5281 § 1 (part), 1996)

13.17.200 License - Generally

A. Classifications for the electrical trade are as follows:

Electrical contractor, electrical journeyman, electrical apprentice, inactive electrical contractor, residential wireman, and maintenance electrician.

B. All licenses shall expire on March 31st of each odd numbered year and may be renewed thereafter biennially upon application of the licensee and payment of the biennial fee to the city clerk.

C. If an expired license is not renewed by March 31st of each odd numbered year, there will be a penalty fee as specified in CBMC 2.08.

D. Any licensee whose license has expired shall have the right to renew such license, without examination, on or before the following June 1st of each odd numbered year.

E. New licenses may be prorated on a half-year basis.

F. An identification card shall be furnished a licensee by the city of Council Bluffs at the time of the issuance of such license, and the identification card shall be worn or carried on the person of such licensee at all times during the working period of the licensee, and failure to do so shall be deemed a violation of the provisions of this chapter.

G. On or before February 28th of each odd numbered year, the city will send notice to the licensee's last known address informing them that their license is nearing expiration.

H. All electrical contractors, journeymen, apprentices, wireman, and maintenance electricians shall be subject to the laws of the state of Iowa and the Municipal Code for the city of Council Bluffs.

I. In order to provide opportunity for the next available exam date, a craftsman meeting the qualifications to test as a journeyman or residential wireman and licensed as such by other jurisdictions can be issued a temporary license for a period of up to four months with the administrative authority's authorization.

(Ord. 5779 § 1 (part), 2004)

13.17.210 License - Fees

Before a biennial license shall be issued under this chapter, the applicant shall pay the biennial license fees as set forth in the prevailing schedule of fees, CBMC 2.08.

(Ord. 5779 § 1 (part), 2004)

13.17.220 License - Reciprocation Conditions

Any licensee from another jurisdiction that uses the same proctored third-party test and passing score (minimum) as Council Bluffs, and who can produce written credentials showing proper accreditation (test scores) and a valid license from that jurisdiction to work as a contractor or journeyman, shall be exempt from the examination required of this chapter, and a license shall be issued upon payment of the required fee.

(Ord. 5281 § 1 (part), 1996)

13.17.230 License - Suspension Or Revocation

In addition to the penalties provided in this chapter, the board may suspend or revoke the license of any licensed electrical contractor, journeyman, apprentice, residential wireman, or maintenance electrician issued under the provision of this chapter if the licensee has violated this chapter or the Electrical Code of the city of Council Bluffs, Iowa. The licensee shall surrender the license either in person or by sending it by certified mail to the administrative authority within five days after the board sends notice of the suspension or revocation to the licensee's last known address. Any electrical contractor, journeyman, apprentice, residential wireman, or maintenance electrician whose license has been suspended or revoked shall not be permitted to apply for another license for a period as determined by the board, not to exceed one year for the date of such suspension or revocation.

~~(Ord. 5281 § 1 (part), 1996)~~

13.17.240 License - Transfer Prohibited

If any licensee should or should attempt to transfer his/her license or to allow or permit the same to be used, directly or indirectly, by any other person for any purpose whatsoever, the licensee shall be subject to the penalties as outlined in this chapter.

(Ord. 5281 § 1 (part), 1996)

~~**13.17.300 Continuing Education For Contractors And Journeymen**~~

~~A. Before the expiration date of any contractor or journeyman license issued under the provisions of this chapter or before the renewal thereof, the holder of such license shall have completed twelve (12) hours of continuing education. Six hours of this continuing education shall concern the National Electrical Code with certification of completion required. This certification of completion shall be submitted to the electrical inspector prior to renewal of the license.~~

~~B. The electrical contractors will be responsible to convey this classroom information to their journeymen and apprentices.~~

~~(Ord. 5779 § 1 (part), 2004)~~

~~**13.17.400 Apprentice**~~

~~Apprentice electricians will be permitted to do electrical work within the city limits of Council Bluffs, Iowa, only if the qualifications and requirements are met as follows:~~

~~A. They must be employed by an electrical contractor licensed by the city of Council Bluffs;~~

~~B. All electrical work performed by the apprentice must be under the direct supervision of an electrician licensed by the city of Council Bluffs;~~

~~C. Every electrical apprentice shall register his or her name and address and contractor who he or she is working for with the electrical board;~~

~~D. Every electrical apprentice shall register his or her name and address and the electrical contractor who he or she is working for with the electrical board of appeals annually;~~

~~E. The fees for original registration and annual renewal shall be as set forth in the prevailing schedule of fees;~~

~~F. Every electrical apprentice shall be involved in an apprentice training or technical school certified by the city's electrical board;~~

~~G. Certification of Apprenticeship Programs. The electrical board shall use guidelines established by the B.A.T. to establish standards for certification of apprenticeship programs and shall certify apprenticeship programs annually. Any certified apprenticeship program in the city must conform with the following minimum requirements:~~

1. An organized written plan shall include the following minimum provisions: qualifications for apprenticeship entry, classroom instruction, safety, apprenticeship agreement, certificate of completion, credit for previous experience, equal opportunity, term, probationary period, tentative work schedule, and annual review,

2. A specific affirmative action plan, stating methods to recruit members of minority groups and women into apprenticeship positions and including measurable performance objectives,

3. Not less than four years with not less than eight thousand hours of practical employment experience for each apprentice,

4. An outline of the work process in which the apprentice will receive supervised on-the-job training or classroom instruction and the approximate time on each process,

5. Provision for a minimum of five hundred seventy-six (576) hours of organized related instruction in technical subjects related to the electrical trade,

6. A numeric ratio of apprentices to licensed electricians, which may not be greater than two apprentices for each licensed electrician. The ratio language shall be specific and clear as to application in terms of job site and work force, and may specify conditions for temporary exceptions, as determined by the electrical board,

7. Periodic review and evaluation of each apprentice's progress in job performance and related instruction,

8. The grading of advanced standing or credit for experience, training or skills acquired outside a city-certified apprenticeship program,

9. Any program which is certified by the United States Department of Labor's Bureau of Apprenticeship and Training shall be automatically certified by the city,

10. All apprentices currently registered with the city electrical board will be exempt for a two-year period following the date of passage.

(Ord. 5281 § 1 (part), 1996)

13.17.500 Journeymen

An electrical contractor may employ a licensed electrical journeyman to be responsible for the classifications and area(s) of work for which his or her journeyman's license was issued. All journeymen shall be examined as provided in this chapter. The minimum experience required for a journeyman shall be:

Years of Work Experience	And Years of Board-Approved Schooling
4	4

5	2
6	0

The journeyman shall be required to pass an examination as provided in this chapter before being issued a license.

(Ord. 5281 § 1 (part), 1996)

13.17.510 Residential Wireman

A residential wireman is to be responsible for the classifications and area(s) of work for which his or her residential wireman's license was issued. All residential wiremen shall be examined as provided in this chapter. The minimum experience required for a residential wireman shall be:

Years of Work Experience	And Years of Board-Approved Schooling
2	2
3	0

The residential wireman shall be required to pass an examination as provided in this chapter before being issued a license.

(Ord. 5281 § 1 (part), 1996)

13.17.520 Maintenance Electrician

A maintenance electrician is to be responsible for the classifications and area(s) of work for which his or her maintenance electrician's license was issued. All maintenance electricians shall be examined as provided in this chapter. The minimum experience required for a maintenance electrician shall be two years (four thousand hours) of work experience (will take schooling into consideration for actual work experience). The maintenance electrician shall be required to pass an examination as provided in this chapter before being issued a license.

(Ord. 5281 § 1 (part), 1996)

13.17.600 Contractor

All electrical contractors shall be examined as provided in this chapter. The minimum experience required in order to obtain a contractor's license shall be six years of work experience in the area of work classification desired to be licensed (an alternative is a maximum of three years technical schooling); however, two years of which shall have been as a licensed journeyman.

(Ord. 5779 § 1 (part), 2004)

13.17.700 Master Contractor-Requirements ~~'s License Required~~

No company, firm, partnership, firm, corporation and/or association shall engage in business as a contractor doing electrical work within the City of Council Bluffs, unless said company, firm, partnership, firm, corporation and/or association has detained an Electrical Master/Contractor's License issued by the State of Iowa. All electrical license holders shall be subject to the laws of the State of Iowa and the ordinances of the City of Council Bluffs.

~~No electrical contractor shall engage in business as a contractor to do work in this licensed trade within the city of Council Bluffs, unless such person shall have obtained a Council Bluffs electrical contractor's license.~~

(Ord. 5281 § 1 (part), 1996)

13.17.720 Contractor - Insurance Requirements

All insurance required under this Chapter shall be kept in accordance with CBMC 13.45.

~~An electrical contractor shall furnish to the city clerk a certificate of insurance, subject to approval by the city attorney, evidencing commercial general liability insurance coverage or its equivalent in the minimum amount of one million dollars ($1,000,000.00) per occurrence for bodily injury, including death or damage to property of others, arising out of work performed or responsibilities assumed under the license. The aggregate limit shall be no less than one million dollars ($1,000,000.00). In addition, the electrical contractor shall furnish a certificate of insurance, subject to approval by the city attorney, evidencing worker's compensation insurance sufficient to satisfy the laws of the state of Iowa; employer's liability insurance in the minimum amount of one hundred thousand dollars ($100,000.00); and auto liability insurance in the minimum amount of one million dollars ($1,000,000.00).~~

~~These limits may be provided by any combination of primary and excess policies. The insurance company shall endeavor to provide thirty (30) days' notice of cancellation or nonrenewal to the city clerk.~~

(Ord. 5849 § 2, 2005)

~~**13.17.730 Contractors - Bond Requirements**~~

~~A. Before an electrical contractor's license may be issued under the provisions of this code, the applicant therefor shall furnish a corporate surety bond to be approved under the provisions of this code in the sum of not less than ten thousand dollars ($10,000.00) to secure the city and the public against damages that may arise by virtue of carelessness or neglect of such person to properly execute and protect the work or for any penalties that may be imposed under the provisions of this code.~~

~~B. The bond shall be executed by a qualified surety company licensed to do business in the state of Iowa.~~

~~C. The bond shall further be conditioned that the applicant shall install all things, by him/her or his/her firm or corporation furnished and installed, in strict compliance with the terms of this code.~~

~~D. The bond shall include both the name of the person who holds the electrical contractor's license and the firm or corporate name said bond is issued to.~~

~~(Ord. 5281 § 1 (part), 1996)~~

13.17.740 Contractor's Advertising

Any contractor who advertises in a print medium distributed in Council Bluffs to do work in this licensed trade shall also include in the advertisement their contractor's license number.

(Ord. 5281 § 1 (part), 1996)

13.17.800 Violation - Penalty

Any person found guilty of a violation of any of the provisions of this chapter shall, upon conviction, be subject to the penalty provisions of CBMC 8.02.020. Each day that a violation is allowed to continue shall constitute a separate and distinct violation. At the discretion of the city attorney, any violation of the provisions of this chapter may be pursued as a municipal infraction according to the terms of CBMC 1.95 in lieu of criminal prosecution.

(Ord. 5580 § 1, 2001)