



New Mexico Regulation and Licensing Department

CONSTRUCTION INDUSTRIES DIVISION

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www.rld.state.nm.us/construction

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Superintendent

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Kevin Graham

Deputy General Counsel

Clay Bailey

Director

Sally Galanter

Counsel

Date: May 8, 2020

To: All licensed contractors and Qualifying Parties

From: Clay Bailey, Director of the Construction Industries Division

Re: Construction

Acknowledging that the construction industry is an essential business and the need to assist in moving construction projects forward, it is a significant challenge to fulfill all division responsibilities during this time including assisting the industry in the submittal of plans for review and approval.

The Division has been working diligently to ensure hard copy plans are accepted and timely reviewed. The acceptance of paper plans in each office, initiated by my letter of March 27, 2020, has been working well. However, we understand the challenges encountered when attempting to arrive at a division office at the limited times specified for receipt of those plans. In a further effort to make the division more accessible to the receipt of paper plans, while always considering the impact of COVID-19, we have made arrangements with United Parcel Services (UPS) to accept plans on behalf of the division. We will then obtain all such plans on a timely basis from UPS such that they can be submitted to plan review and approved, if appropriate. This will provide significantly greater opportunity for paper plans to be submitted for division review.

Therefore, the following shall be implemented as of start of business, Friday, May 8, 2020:

1. The division offices will remain closed to the public. Employees will make every effort to timely respond to all inquiries and to assist each person while complying with the Governor's and the Department of Health's Order as to social distancing.

2. Until further notice the UPS stores at the noted locations will be accepting paper plans on behalf of the Construction Industries Division:

3005 S St. Francis Dr. – Suite 1-D, **Santa Fe, NM 87505**;
Hours: M-F 8:00 a.m. – 6:00 p.m.; Saturday – 9:00 a.m. – 5:00 p.m.

5901-J Wyoming Blvd N.E. **Albuquerque, NM 87109**
Hours: M-F 8:00 a.m. – 6:30 p.m.; Saturday – 9:00 a.m. – 5:00 p.m.

1300 G El Paseo Rd. **Las Cruces, NM 88001**;
Hours: M-F 8:00 a.m. – 6:30 p.m.; Saturday – 9:00 a.m. – 3:00 p.m.

Administrative Services Division
(505) 476-4800

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

I hope this change will facilitate easier submission of plans for division plan review. Electronic plans will continue to be accepted and reviewed.

Best Regards,

A handwritten signature in blue ink that reads "Clay Bailey". The signature is written in a cursive style with a distinct loop at the end of the last name.

Clay Bailey
Construction Industries Division Director
Clay.bailey@state.nm.us