

Office of Regulatory Management  
Economic Review Form

<b>Agency name</b>	Board for Contractors
<b>Virginia Administrative Code (VAC) Chapter citation(s)</b>	18 VAC 50-22 18 VAC 50-30
<b>VAC Chapter title(s)</b>	Board for Contractors Regulations (18VAC50-22) Individual License and Certification Regulations (18VAC50-30)
<b>Action title</b>	Change in Examination Fee Provisions
<b>Date this document prepared</b>	March 10, 2025 (revised July 1, 2025, and December 12, 2025)
<b>Regulatory Stage (including Issuance of Guidance Documents)</b>	Final (Action 6014 / Stage 9971)

**Cost Benefit Analysis**

Complete Tables 1a and 1b for all regulatory actions. You do not need to complete Table 1c if the regulatory action is required by state statute or federal statute or regulation and leaves no discretion in its implementation.

Table 1a should provide analysis for the regulatory approach you are taking. Table 1b should provide analysis for the approach of leaving the current regulations intact (i.e., no further change is implemented). Table 1c should provide analysis for at least one alternative approach. You should not limit yourself to one alternative, however, and can add additional charts as needed.

Report both direct and indirect costs and benefits that can be monetized in Boxes 1 and 2. Report direct and indirect costs and benefits that cannot be monetized in Box 4. See the ORM Regulatory Economic Analysis Manual for additional guidance.

**Table 1a: Costs and Benefits of the Proposed Changes (Primary Option)**

<p>(1) Direct &amp; Indirect Costs &amp; Benefits (Monetized)</p>	<p>1. The regulatory change raises caps on the maximum amount that may be charged to an examination candidate and provides that examination fees are charged to an examination candidate in based on a contract entered into by the Board and an outside examination vendor in accordance with the Virginia Public Procurement Act (§ 2.2-4300 et seq. of the Code of Virginia). This regulatory change will raise price caps that have been in place since 1995.</p> <p>2. The regulatory change will remove an obsolete provision regarding examinations administered by the Board. The Board no longer administers examinations and has not done so in over 15 years.</p> <p>The change would allow the Board to offer expanded examination services. These services include, but are not limited to, additional language services and remote proctoring.</p> <p>Any potential increase in examination fees beyond the existing fees would result in an increase in an existing transfer payment.</p> <p>Direct Costs: There are no additional monetizable direct costs associated with the regulatory change.</p> <p>Indirect Costs: There are no additional monetizable indirect costs associated with the regulatory change.</p> <p>Direct Benefits: There are no additional monetizable direct benefits associated with the regulatory change.</p> <p>Indirect Benefits: There are no additional monetizable indirect benefits associated with the regulatory change.</p>	
<p>(2) Present Monetized Values</p>	<p>Direct &amp; Indirect Costs</p>	<p>Direct &amp; Indirect Benefits</p>
	<p>(a) \$0</p>	<p>(b) \$0</p>
<p>(3) Net Monetized Benefit</p>	<p>\$0</p>	
<p>(4) Other Costs &amp; Benefits (Non-Monetized)</p>	<p>Costs: The regulatory change could potentially result in examination candidates being charged amounts that are higher than the maximum fee amounts that are prescribed in the regulations currently. Higher fees may be needed to offer licensing examinations in languages other than English or to provide expanded services, including remote proctoring.</p>	

	<p>Benefits:</p> <ul style="list-style-type: none"> <li>• The regulatory change benefits DPOR and the Board by supporting workforce development and promoting a positive business climate.</li> <li>• The regulatory change would potentially allow more vendors who provide examination services to bid on contracts with the Board. Vendors who might not otherwise bid on the contract due to the current caps could potentially offer other services that would better benefit the public. Through competitive procurement process, the Board would be in a position to negotiate contracts for services to receive the best value for DPOR and the regulated community.</li> <li>• The regulatory change would potentially allow for more expanded examination services to be offered to applicants and regulants. This could benefit these individuals in terms of time and administrative costs in preparing for and taking licensing examinations. For example, examinations could be offered in languages other than English, which will reduce barriers to obtaining a license for those whose first language is not English.</li> </ul>
(5) Information Sources	Board staff.

**Table 1b: Costs and Benefits under the Status Quo (No change to the regulation)**

(1) Direct & Indirect Costs & Benefits (Monetized)	<p>Direct Costs: There are no additional monetizable direct costs associated with maintaining the status quo.</p> <p>Indirect Costs: There are no additional monetizable indirect costs associated with maintaining the status quo.</p> <p>Direct Benefits: There are no additional monetizable direct benefits associated with maintaining the status quo.</p> <p>Indirect Benefits: There are no additional monetizable indirect benefits associated with maintaining the status quo.</p>	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) \$0	(b) \$0

(3) Net Monetized Benefit	\$0
(4) Other Costs & Benefits (Non-Monetized)	<p>Costs:</p> <ul style="list-style-type: none"> <li>• Maintaining the status quo would likely deter vendors from bidding on providing examination services to the Board. DPOR and the Board are less likely to receive the best value for Commonwealth and the regulated community for these services.</li> <li>• Maintaining the status quo would mean that DPOR and the Board may not be able to offer expanded examination services that would benefit applicants and regulants. Individuals may forgo taking license examinations due to the lack of available services. This would be a challenge to the goals of supporting workforce development and promoting a positive business climate.</li> </ul> <p>Benefits: Maintaining the status quo would allow for examination fees to remain capped, which would contain examination costs to applicants and regulants.</p>
(5) Information Sources	Board staff.

**Table 1c: Costs and Benefits under Alternative Approach(es)**

(1) Direct & Indirect Costs & Benefits (Monetized)	See Box #4.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) N/A	(b) N/A
(3) Net Monetized Benefit	N/A	
(4) Other Costs & Benefits (Non-Monetized)	Under applicable statute, an examination is required for an individual or firm to obtain a license or certification. To the extent an examination is required by statute or is, in the determination of the Board, necessary to protect the public health, safety, and welfare, there is no viable alternative. Fees must be charged for examination services. The Board is making this regulatory change to allow for expanded examination services. This change would likely be beneficial to the regulated community and the public. No less intrusive or less costly alternatives to achieve the purpose of the regulatory change were identified.	

(5) Information Sources	N/A

**Impact on Local Partners**

Use this chart to describe impacts on local partners. See Part 8 of the ORM Cost Impact Analysis Guidance for additional guidance.

**Table 2: Impact on Local Partners**

(1) Direct & Indirect Costs & Benefits (Monetized)	See Box #3.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) N/A	(b) N/A
(3) Other Costs & Benefits (Non-Monetized)	There are no costs or benefits to local partners resulting from this regulatory change.	
(4) Assistance	N/A	
(5) Information Sources	N/A	

**Impacts on Families**

Use this chart to describe impacts on families. See Part 8 of the ORM Cost Impact Analysis Guidance for additional guidance.

**Table 3: Impact on Families**

(1) Direct & Indirect Costs & Benefits (Monetized)	See Box #3.
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(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) N/A	(b) N/A
(3) Other Costs & Benefits (Non-Monetized)	There are no costs or benefits to families resulting from this regulatory change.	
(4) Information Sources	N/A	

**Impacts on Small Businesses**

Use this chart to describe impacts on small businesses. See Part 8 of the ORM Cost Impact Analysis Guidance for additional guidance.

**Table 4: Impact on Small Businesses**

(1) Direct & Indirect Costs & Benefits (Monetized)	See Box #3.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a)	(b)
(3) Other Costs & Benefits (Non-Monetized)	<p>Licenses issued to contractors are issued to business entities. Many licensees are likely business entities that meet the definition of "small business" in § 2.2-4007.1 of the Code of Virginia. Other licenses and certifications issued by the Board are issued to individuals. Many these individuals are likely owners or employees of business entities that meet the definition of "small business" in § 2.2-4007.1 of the Code of Virginia</p> <p>The costs and benefits of this proposal are described in Table 1(a) above. To the extent that these costs and benefits affect business entities that may be small businesses, this action will impact small businesses.</p>	
(4) Alternatives	<p>No less intrusive or less costly alternatives to achieve the purpose of the regulatory change were identified. These proposed amendments do not pose an unreasonable administrative or financial burden. The enabling statutes establishing the licensing and certification programs covered by these regulations provide no exemption for small business; therefore there are no such exemptions contained in the proposed change.</p>	

(5) Information Sources	N/A
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**Changes to Number of Regulatory Requirements**

**Table 5: Regulatory Reduction**

For each individual action, please fill out the appropriate chart to reflect any change in regulatory requirements, costs, regulatory stringency, or the overall length of any guidance documents.

*Change in Regulatory Requirements*

VAC Section(s) Involved*	Authority of Change	Initial Count	Additions	Subtractions	Total Net Change in Requirements
22-80	(M/A):	0	0	0	0
	(D/A):	3	0	2	-2
	(M/R):	0	0	0	0
	(D/R):	2	1	2	-1
30-100	(M/A):	0	0	0	0
	(D/A):	1	0	0	0
	(M/R):	0	0	0	0
	(D/R):	2	1	2	-1
<b>Grand Total of Changes in Requirements:</b>					(M/A): 0 (D/A): -2 (M/R): 0 (D/R): -2

**Key:**

*Please use the following coding if change is mandatory or discretionary and whether it affects externally regulated parties or only the agency itself:*

**(M/A):** Mandatory requirements mandated by federal and/or state statute affecting the agency itself

**(D/A):** Discretionary requirements affecting agency itself

**(M/R):** Mandatory requirements mandated by federal and/or state statute affecting external parties, including other agencies

**(D/R):** Discretionary requirements affecting external parties, including other agencies

*Cost Reductions or Increases (if applicable)*

VAC Section(s) Involved*	Description of Regulatory Requirement	Initial Cost	New Cost	Overall Cost Savings/Increases
N/A	N/A	N/A	N/A	N/A

*Other Decreases or Increases in Regulatory Stringency (if applicable)*

VAC Section(s) Involved*	Description of Regulatory Change	Overview of How It Reduces or Increases Regulatory Burden
N/A	N/A	N/A

*Length of Guidance Documents (only applicable if guidance document is being revised)*

<b>Title of Guidance Document</b>	<b>Original Word Count</b>	<b>New Word Count</b>	<b>Net Change in Word Count</b>
N/A	N/A	N/A	N/A

\*If the agency is modifying a guidance document that has regulatory requirements, it should report any change in requirements in the appropriate chart(s).