



State of West Virginia  
Governor's Committee for the Purchase of  
Commodities & Services from the Handicapped

**FY 2017 COMMODITY OR SERVICE FAIR MARKET PRICE FORM**

The Community Rehabilitation Program (CRP) proposes providing the following goods or services at the prices listed below. The West Virginia Association of Rehabilitation Facilities, Inc. (WVARF) respectfully requests that the Governor's Committee review and affirm the numbers listed below as the "Fair Market Price" of each good and service. Each price is explained below, to include market pricing where available. This price quoted below is intended to serve as the price of the good or service for the entire duration of the contract.

- 1) CRP Name: \_\_\_\_\_
- 2) Item or Service offered: \_\_\_\_\_
- 3) Current price (if applicable): \_\_\_\_\_
- 4) Provide market price for similar goods or services offered by private industry. <sup>1</sup>

Market Price: \_\_\_\_\_ Vendor: \_\_\_\_\_

Market Price: \_\_\_\_\_ Vendor: \_\_\_\_\_

Market Price: \_\_\_\_\_ Vendor: \_\_\_\_\_

- 5) Provide the proposed Fair Market Price for the item or service. Proposed prices for goods must be listed on a per item basis. Proposed prices for services must be presented as the Fair Market Price for the provision of the proposed services using a unit price, broken down into an hourly, square foot or other reasonable unit price.

\$ \_\_\_\_\_. \_\_\_\_ PER \_\_\_\_\_ Item \_\_\_\_\_ Hour \_\_\_\_\_ Square Foot \_\_\_\_ Other (Check Applicable Unit)

If "Other" please explain: \_\_\_\_\_

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<sup>1</sup> Pursuant to W.Va. Code §5A-3A-2(d), the Central Nonprofit Agency "shall survey applicable private industry to provide input on fair market prices..."



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6) If the proposed "Fair Market Price" is significantly higher (more than 10%) than the Market Price(s) provided by WVARF, please explain the higher price. Additional pages may be attached if necessary.

7) Provide comments, if any, from the spending unit(s). Additional Pages may be submitted of necessary.<sup>2</sup>

CRP Director: \_\_\_\_\_ Date: \_\_\_\_\_

WVARF Director: \_\_\_\_\_ Date: \_\_\_\_\_

Governor's Committee Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Purchasing Director: \_\_\_\_\_ Date: \_\_\_\_\_

Upon the signed approval of all entities listed above, the Fair Market Price proposed in Item 5 above will be the fair market price established for the item or service until such time as a new Fair Market Price is established.

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<sup>2</sup> This form is promulgated by the Governor's Committee pursuant to the West Virginia Code of State Rules § 186-1-5.1.f., which states that the "CNA shall submit all costing information to the committee and comments from the spending unit using the appropriate form(s) for approval."