

This Prevailing Market resource sheet is a list of possible market comparison options used to demonstrate prevailing market pricing for preferred source applications for price concurrence. The list is presented in descending order of preference, A through H from the most acceptable to the least. Options I and J include short lists of information that is not acceptable for demonstrating prevailing market for a service or commodity. The lowest priced same or equivalent service or commodity will be used to set Prevailing Market Price utilizing the order of preference of A through H. If you have any questions about this list or its use please contact the Preferred Sources Team: OGS.sm.PS_CM_PREFERREDSource@ogs.ny.gov.

A	NYS OGS Centralized Contracts. (This generally applies to competitively bid contracts such as NYS OGS Centralized Contracts for Industrial & Commercial Supplies and Equipment (Group 39000, Award 23262))
B	<p>A statement from a Procuring Agency (State Agency, Local Government, and/or Public Benefit Corporation), which states it was recently competitively bid for a project/work or commodity, and includes supporting documents (e.g., a copy of the bid tabulation) that show the Preferred Source is either:</p> <ul style="list-style-type: none"> A. The lowest responsible bidder, B. Equal to the lowest responsible bidder's pricing, or C. Preferred Source's pricing was within 15% of the lowest responsible bidder's pricing
C	<p>A non-preferred source, competitively awarded government contract, for a similar project/work or commodity. Such contract must include:</p> <ul style="list-style-type: none"> A. The signed contract document(s) clearly listing the name of the government entity awarding the contract B. The contract period/term C. The awarded contract price D. The specifications (e.g., scope, frequency, special instructions, number of hours to perform the service, hourly rates and benefits, etc.) to ensure it can be used for comparison purposes

<p>D</p>	<p>A non-preferred source Private Sector contract/customer invoice, for a similar project or commodity by a Member Agency or Corporate Partner. This must include:</p> <ul style="list-style-type: none"> A. The name of the contractor/customer on the invoice/contract document B. The pricing to be paid and the frequency/type (e.g., monthly, annually, price per image/lump sum, etc.) C. The specifications (e.g., scope, frequency, special instructions, etc.) to ensure it can be used for comparison purposes D. The following information must also be provided by the Preferred Source: <ul style="list-style-type: none"> i. The square footage / number of images, etc., or other scope of services information to be used to determine reasonableness of pricing ii. The hourly pay and benefit rates iii. The number of hours required for the project
<p>E</p>	<p>Another competitively awarded, non-preferred source government contract (not including either the Member Agency or Corporate Partner)</p> <ul style="list-style-type: none"> A. The signed contract document(s) clearly listing the name of the parties to the contract B. The contract period/term C. The awarded contract price D. The specifications (e.g., scope, frequency, special instructions, etc.) to ensure it can be used for comparison purposes. E. The following information to the extent known must also be provided by the Preferred Source: <ul style="list-style-type: none"> i. The square footage / number of images, etc., or other scope of services information to be used to determine reasonableness of pricing ii. The hourly pay and benefit rates iii. The number of hours required for the project

F	<p>In certain very specific cases, GSA or other (non-NY) centralized service contracts may be utilized. This only applies where there is no corresponding NYS contract.</p> <p>In those instances where GSA/other Centralized Contracts are permitted to be used, the following information must be provided</p> <p>A. The signed contract documents and link to the published documents, if available</p> <p>B. A Link to or copy of the Terms and Conditions and Scope of the contract</p> <p>C. The contract pricing</p> <p>NOTE: GSA Pricing/Other (Non-NY) State Centralized Service Contract Pricing cannot be used for ANY service where the prices on those contracts are "maximum not to exceed prices" and do not reflect actual prices paid.</p>
G	<p>If comparable contracts in categories A-F above cannot be found, OGS will accept as a comparable the results of a mini-bid competition between preferred members that have a history of providing the same type of service to government entities in the same geographic region as the subject property, if there are three or more members that provide the same service. All resulting bids must be provided to OGS.</p>
H1*	<p>If comparable contracts in categories A-G above cannot be found, provide a detailed description of efforts made to obtain this information, including, but not limited to, websites checked, agency personnel contacted, and a certified statement from a corporate partner (if applicable) engaged on the subject application that they have not engaged in the same type of service for a non-government entity within the last three (3) years. All information must be provided to OGS.</p>
H2*	<p>If none of the options listed in A-G are feasible, OGS will accept a paid quote obtained by the facilitating entity from a private company that is not a corporate partner. The quote must provide detailed information as to how the total price was developed. The private company must be engaged as a provider of substantially the same service, in the same geographic region, as described in the application. All information must be provided to OGS.</p>
I	<p>Additionally, GSA/other State Centralized Contracts are NOT acceptable for any of the following types of services:</p> <p>A. Janitorial, Grounds Keeping and Lawn Maintenance, Snow Removal, and Window Cleaning</p> <p>B. Laundry Services (Industrial)</p>

J	<p>The following information IS NOT acceptable for demonstrating prevailing market pricing in any case:</p> <ul style="list-style-type: none">A. Previous preferred source contracts and/or other State's equivalent not competitively bid and awardedB. Other current Preferred Source ApplicationsC. The US DOL Median Labor RateD. The NYC Living Wage RateE. Invoices/contract documents without the name of the contractor/customer (the entity for whom the work is being performed)F. The NYS DOL Prevailing Wage Rate (Note: Although Prevailing Wages & Supplemental Benefits must be paid for all Building Services work as required by the NYS DOL and will be considered during the evaluation, Prevailing Wage Rates alone do not constitute Reasonableness of Price).
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*H1 and H2 are considered equal and one does not take precedence over the other.