

**Mississippi State University**  
**Notice of Proposed Sole Source Purchase**  
**223-30**

Mississippi State University anticipates purchasing the item(s) listed below as a sole source purchase. Anyone objecting to this purchase shall follow the procedures outlined below.

**1. Commodity or commodities to be purchased (make, model, description):**

StageRight ME-1000 stage system in 12x16 format

**2. Explanation of the need to be fulfilled by this item(s), how is it unique from all other options, and why it is the only one that can meet the specific needs of the department:**

This connector system will allow Event Services the use of more than 1 12x16, 24x32, or other various odd stage sizes at one time which is necessary for various events throughout the year

**3. Name of company/individual selling the item and why that source is the only possible source that can provide the required item(s):**

StageRight manufactures and sells these stages directly and does not sell through resellers. This stage must be compatible with the stage system we already have, which are this unique make and model of stage system.

**4. Estimated cost of item(s) and an explanation why the amount to be expended is considered reasonable:**

\$13,552.00

**5. Explanation of the efforts taken by the department to determine this is the only source and the efforts used to obtain the best possible price:**

Have checked with other retailers and have confirmed with StageRight that these products are only sold direct from the company.

Any person or entity that objects and proposes that the commodity listed is not sole source and can be provided by another person or entity shall submit a written notice to:

Don Buffum, CPPO

Director of Procurement & Contracts

dbuffum@procurement.msstate.edu

Subject Line must read "Sole Source Objection"

The notice shall contain a detailed explanation of why the commodity is not a sole source procurement. Appropriate documentation shall also be submitted if applicable.

If after a review of the submitted notice and documents, MSU determines that the commodity in the proposed sole source request can be provided by another person or entity, then MSU will withdraw the sole source request publication from the procurement portal website and submit the procurement of the commodity to an advertised competitive bid or selection process.

If MSU determines after review that there is only one (1) source for the required commodity, then MSU will appeal to the Public Procurement Review Board. MSU will have the burden of proving that the commodity is only provided by one (1) source.

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