

Mississippi State University
Notice of Proposed Sole Source Purchase
245-110

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):

GoSignMeUp Edition Learning Stream Registration Management Software

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:

Mississippi State University Extension requires a registration management system that supports informal education, CEUs, professional development, in-person events across multiple locations, Zoom webinars, conferences, and 4-H registrations. Most registration platforms are designed for structured academic settings, requiring credit hours, fixed classrooms, and rigid scheduling, making them inefficient for Extension's internal and external clientele needs.

GoSignMeUp (GSMU) is the only system that fully accommodates Extension's dynamic event structure by offering:

Flexible Registration – No required credit hours or fixed classrooms, allowing seamless event setup.

Efficient Course/Event Management – Simplifies one-time and recurring event creation across various formats.

Seamless CEU Tracking – Supports professional development without complex academic structures.

Integration with Virtual & In-Person Events – Handles Zoom webinars and in-person sessions effortlessly.

Alternative solutions were evaluated but proved inadequate due to rigid academic constraints, inefficient setup processes, and the inability to support Extension's diverse, statewide programming. Transitioning to another system would increase administrative workload and reduce efficiency. GSMU remains the only platform that meets all functional requirements, making it the sole viable solution for Extension.

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

GoSignMeUp/Learning Stream is the sole provider of its proprietary registration management system, which is uniquely tailored to support the needs of Mississippi State University Extension. Unlike other platforms that require rigid academic structures, GSMU is specifically designed to handle informal education, CEUs, professional development, multi-location in-person/virtual events, Zoom meetings/webinars, conferences, and 4-H registrations without unnecessary constraints.

Alternative systems lack the flexibility required to efficiently manage Extension's diverse event formats, requiring unnecessary credit-hour tracking, fixed classroom assignments, and complex scheduling processes. Since GoSignMeUp owns and operates its proprietary software, no other vendor can provide the same functionality, making it the only viable source for this contract renewal.

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

The estimated yearly cost of GoSignMeUp is \$23,501.21. This price covers all the required applications within the system that are used daily. Since we already use GSMU extensively, there will be no additional costs for training our employees to use the system. Recreating the many courses we currently have in GSMU would take considerable time and effort, which could require additional staff members. The cost savings in salary only is substantial enough to consider GSMU the only feasible option.

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:

During the initial review process, the department evaluated multiple registration platforms through demonstrations and hands-on testing. It was determined that GSMU was the only platform that met our unique needs, including informal education, CEUs, professional development, statewide in-person, virtual, and hybrid events/trainings, Zoom meetings/webinars, conferences, and 4-H trainings/events/programs/camps registrations, without requiring unnecessary academic structure constraints.

We have successfully used GSMU for three years before administration purchased Modern Campus without our input. After working closely with the project management team, we confirmed that Modern Campus was not a viable solution. Creating one-off events took over an hour, and the system required academic information, such as net id's that did not align with our

programming/clientele needs. Additionally, the promised Single Sign-On (SSO) integration failed, requiring an additional, costly investment in software engineering.

Due to these limitations, we continued using GSMU instead of Modern Campus, as it remained the only system that fully supported our event/online registration structure. To ensure the best possible price, we engaged with GSMU representatives to negotiate renewal terms and confirm that no other vendor could provide comparable functionality without significant inefficiencies and increased costs.

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:

Jennifer Mayfield, CPPO
Director of Procurement & Contracts
jmayfield@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.