

Mississippi State University
Notice of Proposed Sole Source Purchase

245-152

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):

Virtual remote staffing for the role of MRI Technician

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:

The MRI requires trained personnel to effectively and safely run the machine. The MRI might be required for clinical patients 24/7, as such a single full time MRI technician (currently employed) is unable to meet the entirety of the demands for MRI scans. Virtual Scan® will be used for after hours (after 5pm, weekends, holidays) scans as well as weekdays when the MRI technician is on sick or personal leave.

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

Greg Parker with Virtual Scan®. Scanning veterinary patient in the MRI is a double specialty procedure. Not only do personnel have to be trained to run an MRI (an associate's degree with specialization), they have to be trained in the nuances between scanning human and veterinary patients. To date we have been unable to identify another provider with adequate expertise or experience related to our practice.

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

Virtual Scan® charges \$120/hr for the first hour, then \$30/ 15 minutes scan time thereafter. There is a minimum charge of \$500 per month which the MRI scan fees will be subtracted from.

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:

The veterinary neurology specialty has a list serve comprised of all diplomates of the college. A question posed to this community about virtual MRI scanning services and Virtual Scan® was the only service identified. Virtual Scan® has been employed for the past 18 months with great service.

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 and CPO, 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.