

**Mississippi State University**  
**Notice of Proposed Sole Source Purchase**

**256-048**

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):

Cloud based 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:

We have looked for other software companies that are compatible with all of our parking technology on campus (lots, garages, gates) and integrate with all of them and haven't been able to find one.

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

Offstreet Technology, Inc.

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

Offstreet empowers us to manage our parking software effectively without relying on a generic system for large events such as concerts and camps. This platform allows us to utilize our existing zones and areas, tailoring event parking specifically for MSU. With Offstreet, guests can park with just a single click, eliminating the need for multiple steps in the reservation process. The software accommodates our designated zones or even multiple zones, reflecting the campus's signage system. As our own administrators, we can swiftly adjust reservations by removing zones from availability when large lots reach capacity during events. This proactive approach helps prevent frustration and unnecessary driving around full lots. The investment in this software is well justified, given its tailored functionality for our campus needs.

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:

Offstreet empowers us to manage our parking software effectively without relying on a generic solution for large-scale events such as concerts and camps. This platform allows us to leverage our existing zones and areas ensuring that event parking is tailored specifically for MSU. With Offstreet, guests can enjoy seamless parking experience, as the software enables them to park with just a single button push, eliminating the need for multiple steps. The investment in this campus specific solution is highly justified, given its ability to enhance the overall efficiency and convenience of our parking operations. Offstreet is integrated with our current permitting and enforcement process for guest to register their vehicles and remain in compliance for events.

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](mailto: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.