

Mississippi State University Notice of Proposed Sole Source Purchase

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):

SpringShare Library Platform Suite, including:

- **LibGuides CMS** – Library content management and research guide platform.
- **LibCal** – Scheduling and reservation system for spaces, equipment, appointments, and events.
- **LibAnswers** – Reference and customer support management platform, including knowledge base and chat services.
- **LibWizard** – Forms, surveys, tutorials, and assessment tool.
- **LibAnalytics** – Statistical reporting and analytics platform integrated with the SpringShare suite.
- **LibInsight** – Library assessment, reporting, and data visualization platform used for collecting, analyzing, and presenting library performance metrics and operational data.
- **LibConnect** – Communication and engagement platform used to create and distribute targeted email communications, newsletters, and outreach campaigns to library users.

These products are purchased as an integrated software package under an annual subscription/license agreement from **SpringShare LLC**. The products are fully integrated and share authentication, user management, reporting, and data exchange capabilities across the SpringShare platform. The University receives bundled pricing for the suite, resulting in a lower overall cost than purchasing comparable standalone products separately.

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 Mississippi State University Libraries utilize the SpringShare suite as its primary platform for research guides, space and equipment reservations, reference services, instructional content, assessment activities, and library analytics. These products

function as a fully integrated ecosystem with shared user accounts, authentication methods, data structures, reporting tools, and administrative workflows.

SpringShare's products are unique in that they are specifically designed for academic library operations and provide seamless interoperability between LibGuides, LibCal, LibAnswers, LibWizard, and LibAnalytics. The existing implementation contains years of developed content, scheduled services, workflows, statistical data, forms, and user training.

While individual competing products may provide functionality similar to one component of the SpringShare suite, no alternative vendor provides a direct replacement for the entire integrated platform currently in use. Replacing any individual component would require significant migration of content, redevelopment of workflows, retraining of staff, reconfiguration of integrations, and disruption of services used by students, faculty, and researchers.

The department requires continued compatibility with its existing library systems, historical data, established workflows, and staff expertise. The SpringShare suite is the only solution that fully satisfies these requirements without substantial operational disruption and additional institutional cost.

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

SpringShare LLC

SpringShare is the sole developer, owner, publisher, and authorized provider of LibGuides, LibCal, LibAnswers, LibWizard, and LibAnalytics. These products are proprietary software products and are licensed directly by SpringShare.

No third-party reseller, distributor, or competing vendor is authorized to provide licenses, maintenance, support, updates, or subscription renewals for these products. Continued use of the existing platform requires direct procurement through SpringShare.

Therefore, SpringShare LLC is the only available source capable of providing the required software licenses, support services, upgrades, maintenance, and integrated functionality associated with these products.

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

The cost of the SpringShare Suite of services for this term is \$14,940.

The proposed cost is considered reasonable because:

The university receives discounted pricing through SpringShare's bundled package structure, which is significantly less expensive than purchasing multiple standalone products from different vendors.

Renewal pricing includes software licensing, hosting, maintenance, upgrades, security updates, technical support, and continued access to all integrated services.

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 department evaluated the market for library service platforms and determined that while other vendors offer products that may replicate individual functions, no alternative vendor offers a fully integrated suite equivalent to the combined functionality currently provided by LibGuides, LibCal, LibAnswers, LibWizard, and LibAnalytics.

The department has maintained and expanded its use of the SpringShare ecosystem over multiple years and has invested substantial effort in configuring services, creating library content, developing online forms and tutorials, collecting historical analytics, and training staff. Moving to alternative products would require replacing multiple interconnected systems rather than a single application.

To obtain the best possible pricing, the department purchases the products as a bundled package through SpringShare, which provides discounted pricing compared to the individual acquisition of separate products. The department has reviewed renewal pricing and determined that continuing with the bundled SpringShare solution is more economical than acquiring and supporting multiple separate systems from different vendors while also avoiding significant migration and implementation costs.

Accordingly, SpringShare represents the only practical and economically feasible source for these products and services.

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 Services, Chief Procurement Officer

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.

.