

Mississippi State University
Notice of Proposed Sole Source Purchase

267-023

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):

ShoFlo scripting and showcalling 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:

The software houses all of our in-game scripts for every live event we host as a department. We have all our past shows on there as well in an archive we can easily access for old data to use for new shows. As a software, it is also unique in it's 'global elements' function that eases access to specific show elements across multiple seasons.

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

ShoFlo (LASSO) is the only provider of this software. Nowhere else would we be able to access the data and showcalling features we need.

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

Our renewal amount this year is \$7,008.54. Over the course of 100+ live events in a given year, this is well worth the cost to maintain our effectiveness as a department.

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:

In the past, we have used Microsoft Office for showcalling, but the limits of that software is the reason why we began looking for applications like ShoFlo to begin with. We have been a customer of theirs for years.

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.

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