

Notice of Intent to Certify Sole Source

To: Interested Parties

From: Alfred D. Faulk III, Applications Officer

Date: February 20, 2024

Re: Sole Source Certification Number 9632 Respondus Assessment Tools for LMS

Contact Email Address: solesource@umc.edu

Sole Source Certification Award Details

Regarding UMMC Sole Source Certification Number 9632 for Respondus Assessment Tools for LMS, please be advised that UMMC intends to award the purchase of Respondus Assessment Tools for LMS to Respondus, Inc. as the sole authorized provider of support for Respondus Assessment Tools for LMS.

UMMC issues this notice in accordance with Mississippi state law, policy, and procedures for sole source procurements.

Sole Source Criteria

1. Where the compatibility of equipment, accessories, or replacement parts is the paramount consideration (and manufacturer is the sole supplier).
2. Where a sole supplier's item is needed for trial use or testing.
3. Where a sole supplier's item is to be required when no other item will service the needs of UMMC.

Schedule

Task	Date
First Advertisement Date	March 5, 2024
Second Advertisement Date	March 12, 2024
Response Deadline from Objectors	March 19, 2024 at 3:00 p.m. Central Time
Notice of Award/No Award Posted	Not before March 19, 2024

Project Details

1. Describe the commodity/service that the agency/institution is seeking to procure:

Respondus assessment tools for learning systems consists of multiple applications designed to administer exams, promote academic integrity, and deter or prevent cheating within an LMS.

Respondus 4.0 allows for the creation and distribution of student exams in both online and traditional academic settings. Using a delivered LTI, this product integrates with Canvas delivering exams within the student's course. Respondus Lockdown Browser promotes academic integrity of proffered exams by preventing student computers from accessing unauthorized materials. Respondus Monitor provides an additional layer to deter students from cheating by remotely proctoring online assessments taken outside of the traditional classroom setting. These services are particularly vital for remote assessment.

2. Explain why the commodity/service is the only one (1) that can meet the needs of the agency/institution:

LockDown Browser is a custom browser that locks down the student's computer or device during online exams. LockDown Browser is significantly more powerful than browser plugins that try to restrict the computing environment. Respondus Monitor is a fully-automated, remote proctoring solution. Respondus Monitor combines webcam technology with the controlled environment of LockDown Browser (described above) creating an essential layer of security for non-proctored assessments and a powerful deterrent to cheating. A third proctoring option is made possible with the Instructor Live Proctoring feature. While there are other exam integrity applications on the market, the combined applications offered are unique to the Respondus Assessment Application platform.

Respondus is currently integrated into the Canvas LMS at UMMC. To change to a different vendor would require additional integration(s). Doing this would require extensive research, testing, implementation, and application specific training and communication. In addition, while there are other exam integrity applications on the market, the combined applications offered are unique to the Respondus Assessment Application platform.

3. Explain why the source is the only person or entity that can provide the required commodity/service:

Respondus, Inc. is the sole distributor of Respondus Assessment Tools for LMS.

4. Explain why the amount to be expended for the commodity/service is reasonable:

The estimated amount to be expended for the renewal and continued support of Respondus Assessment Tools for LMS is estimated to be **\$56,120 for three years**. Please be advised that UMMC will determine if additional enhancements, upgrades, support, or equipment are within scope during the certification period and may increase the spending authority accordingly. Should Respondus, Inc. change their name during this certification period, then UMMC will determine if a recertification is necessary. This amount is within the expected price range for these products.

5. Describe the efforts that the agency/institution went through to obtain the best possible price for the commodity/service:

Pricing is compared against available market intelligence and identified discounts are pursued where applicable.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that Respondus Assessment Tools for LMS (hereafter, “Products”) should not be certified as a sole source should provide information in the Vendor Form for the State to use in determining whether or not to proceed with awarding the sole source to Respondus, Inc.

The Vendor Form may be found at [Bureau of Purchasing and Contracting | Mississippi Department of Finance and Administration \(ms.gov\)](#), under “Purchasing Forms.”

Objections must include the certification in Attachment B.

Comments will be accepted at any time prior to Friday, March 19, 2024, at 3:00 p.m. (Central Time) to solesource@umc.edu. Responses may be delivered via email to solesource@umc.edu. UMMC WILL NOT BE RESPONSIBLE FOR DELAYS IN THE DELIVERY OF RESPONSES. It is solely the responsibility of the Interested Parties that responses reach UMMC on time. Responses received after the deadline and responses that lack all required information will be rejected. UMMC reserves the right to inspect Interested Party’s commodity for comparison purposes.

If you have any questions concerning the information above or if we can be of further assistance, please contact solesource@umc.edu.

Attachment A: Vendor Correspondence
Attachment B: Objection Certification

Attachment B

SUBMITTED IN RESPONSE TO

Sole Source Certification No. SS 9632

Accepted until Friday, March 19, 2024 at 3:00 p.m.

I certify that the information contained in this objection is true and accurate to the best of my knowledge. I understand that UMMC will investigate all statements made in this objection and that any false or misleading information provided may result in adverse action.

Objector Name

Objector's title