Mississippi State University  
Notice of Proposed Sole Source Purchase

178-41

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):

**(5) Brasco International 5’x10’ Slimline Series Aluminum Four-sided structure with front centered windscreen, two ADA openings, dark anodized aluminum finish, ¼” clear tempered safety glass, horizontal mullions with three-way split glass, flat aluminum roof, 12” aluminum fascia, partial length aluminum bench, solar powered lighting package, 4’x6’ display case.**

1. 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:

**Since the inception of the SMART system, we have been installing the above mentioned Brasco shelters at all of our shelter locations. Our goal is to have a consistent identify for all of our locations. This is not only important for imagery, but also because we need consistent dimensions for display cases, advertising materials, signage, and ETA notification devices. By having a standard shelter, we are able to order parts and interchanges components as needed.**

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

**Brasco International was the selected company when the first shelters were purchased for SMART. Other companies were evaluated and Brasco was selected.**

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

**$39,850 for five shelters. This is in line with the previous amount paid for other shelters of the same model.**

1. 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:

**Prior to selected Brasco as the shelter of choice for the SMART system, other vendors were evaluated. This included the shelter design type and cost. Brasco was selected by the SMART committee and their products have proven to be a good choice.**

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:

Don Buffum, CPPO  
Director of Procurement & Contracts  
[dbuffum@procurement.msstate.edu](mailto:dbuffum@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.

.