**Notice of Intent to Certify Sole Source**

**To:** Interested Parties

**From:** Jennifer Douglas

 Administrative Director, Category Management and Procurement

**Date:** February 27, 2023

**Re:** Sole Source Certification Number **SS5739** for **Sentinel Media Holder Kits and Dock Assembly with components**

**Contact Email Address:** solesource@umc.edu

**Sole Source Certification Award Details**

Regarding UMMC Sole Source Certification Number **SS5739** for Sentinel Media Holder Kits and Dock Assembly, please be advised that UMMC intends to award the purchase to Allentown, Inc. as the sole source provider.

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 6, 2023 |
| Second Advertisement Date | March 13, 2023 |
| Response Deadline from Objectors | March 20, 2023 at 3:00 p.m. Central Time |
| Notice of Award/No Award Posted | Not before March 27, 2023 |

1. **Describe the commodity that the agency is seeking to procure:**

The University of Mississippi Medical Center (UMMC) seeks to purchase 24 sentinel media holder kits and dock assembly with components that will be used in the animal research setting.

1. **An explanation of why the commodity is the only one that can meet the needs of UMMC.**

UMMC currently owns Allentown cage racks in the Animal Research area. The sentinel media holder kits and dock assembly are the only devices that will integrate with existing racks that house multiple cages. These devices are made for the purpose of capturing exhaust dust via filter media in the Allentown cage racks.

1. **Explain why the source is the only person or entity that can provide the required commodity:**

Allentown, Inc. is the sole manufacturer and supplier of this Sentinel Media Holder Kits and Dock Assembly. They are not available from any other distributor. See supporting letter from Allentown, Inc., Attachment A.

1. **Explain why the amount to be expended for the commodity is reasonable:**

The estimated annual amount to be expended for the purchase of the Sentinel Media Holder Kits and Dock Assembly is $10,000.00. This amount is within the expected price range for these products.

1. **Describe the efforts that the agency went through to obtain the best possible price for the commodity:**

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 the Sentinel Media Holder Kits and Dock Assembly and components, (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 Allentown, Inc. The Vendor Form may be found at <http://www.dfa.state.ms.us/Purchasing/documents/ObjectiontoSoleSourceDetermination.pdf>.

Objections must include the certification in Attachment B.

Comments will be accepted at any time prior to March 20, 2023, 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 A

 Attachment B

**SUBMITTED IN RESPONSE TO**

**Sole Source Certification No. SS5739**

**Accepted until March 20, 2023 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.

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Objector Name

Objector’s title

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Date