

Notice of Intent to Certify Sole Source

To: Interested Parties

From: Dr. Paul Veregge
CIO/CMIO

Date: April 26, 2018

Re: Sole Source Certification Number **SS9061** for AACN/Benchworks Undergraduate and MSN Exit Assessments

Contact Email Address: solesource@umc.edu

Sole Source Certification Award Details

Regarding UMMC Sole Source Certification Number **SS9061** for **AACN/Benchworks Undergraduate and MSN Exit Assessments**, please be advised that UMMC intends to award the purchase of the **AACN/Benchworks Undergraduate and MSN Exit Assessments** to **Skyfactor, Inc.**, as the sole source provider of the **AACN/Benchworks Undergraduate and MSN Exit Assessments**.

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	May 1, 2018
Second Advertisement Date	May 8, 2018
Response Deadline from Objectors	May 15, 2018, at 3:00 p.m. Central Time
Notice of Award/No Award Posted	Not before May 15, 2018

Project Details

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

Skyfactor shall render certain surveying, assessment, analysis, and benchmarking, reporting and related services to the School of Nursing.

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

Skyfactor and SON agree to keep such Personally Identifiable Information confidential and to handle such information in accordance with the requirements of FERPA, including, where applicable: (i) to use such information only for the purposes set forth herein; (ii) to refrain from disclosure of such information to any party who does not have a legitimate interest in such information; and (iii) to "destroy" the name and e-mail address of any student of the Participant within 18 months after the Survey Period.

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

Skyfactor assessments provide nursing professionals the information they need to evaluate performance, identify their contributions to professional standards and the greater institutional mission, and drive continuous improvement. Skyfactor and AACN are the sole vendors offering the following AACN/Benchworks Nursing Assessment surveys and study results. All institutions that participate in this project must order through Skyfactor. These products are not offered through any resellers or distributors. The AACN/Benchworks Nursing Assessments are offered in either a paper administration or a Web-Enabled Survey System (WESS). The cost for both administration methods are the same.

They are not available from any other distributor. See supporting letter from **Skyfactor, Inc.** Attachment A.

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

The estimated amount to be expended is for the purchase of the **AACN/Benchworks Undergraduate and MSN Exit Assessments** is **\$16,068.00**. Total investment to-date will be **\$16,068.00**. 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:

Through market intelligence, UMMC was able to negotiate best pricing for these products. All applicable discounts were explored and applied.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that the **AACN/Benchworks Undergraduate and MSN Exit Assessments**, (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 **Skyfactor, 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 Tuesday, May 15, 2018, 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. SS9061

AACN/Benchworks Undergraduate and MSN Exit Assessments

Accepted until May 15, 2018, 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