

# Notice of Intent to Certify Sole Source

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**To:** Interested Parties

**From:** Dr. Paul Veregge  
CIO/CMIO

**Date:** October 1, 2018

**Re:** Sole Source Certification Number **SS9100** for **Panopto**

**Address:** [solesource@umc.edu](mailto:solesource@umc.edu)

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## Sole Source Certification Award Details

Regarding UMMC Sole Source Certification Number **SS9100** for **Panopto**, please be advised that UMMC intends to award the purchase of the **Panopto**, to **Panopto**, as the sole source provider of the **Panopto**.

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	October 8, 2018
Second Advertisement Date	October 15, 2018
	October 22, at 3:00 p.m. Central Time
Notice of Award/No Award Posted	Not before October 22, 2018

## **Project Details**

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

Universities can use Panopto's software to record lectures, presentations, training, simulations, etc. from one or many devices, such as computers and ios devices.

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

Panopto enhances the classroom learning experience by delivering live broadcasts or archived recordings. The recordings can be edited to cut out unwanted sections. This enables a streamlined learning experience for our students.

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

Panopto's software is unique in its use of multimedia search - allowing viewers to find specific content and video segments stored within any recorded presentation or lecture.

They are not available from any other distributor. See supporting letter from **Panopto, 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 **Panopto**, is **\$18,334.00**. Total investment to date will be **\$18,334.00**. 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 **Panopto**, (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 **Panopto**. 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 **October 22, 2018, at 3:00 p.m.** (Central Time) to [solesource@umc.edu](mailto:solesource@umc.edu). Responses may be delivered via email to [solesource@umc.edu](mailto: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](mailto:solesource@umc.edu).

Attachment A: Vendor Correspondence

Attachment B: Objection Certification

Attachment B

**SUBMITTED IN RESPONSE TO**

**Sole Source Certification No. SS9100 Accepted until**

**Monday, October 22, 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.

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Objector Name Objector's  
title

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