

# Notice of Intent to Certify Sole Source

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**To:** Interested Parties

**From:** Ellen Swoger  
CIO, Applications

**Date:** 11/8/2019

**Re:** Sole Source Certification Number 9225 Blackbaud Award Management™

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

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## Sole Source Certification Award Details

Regarding UMMC Sole Source Certification Number 9225 Blackbaud Award Management™, please be advised that UMMC intends to award the purchase of the Blackbaud Award Management™ to Blackbaud, Inc. as the sole source provider of the Blackbaud Award Management™.

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	November 14, 2019
Second Advertisement Date	November 21, 2019
Response Deadline from Objectors	December 2, 2019 at 3:00 p.m. Central Time
Notice of Award/No Award Posted	Not before December 2, 2019

## **Project Details**

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

The Blackbaud Award Management™ program is a scholarship database that allows students to be automatched with scholarship opportunities and apply for scholarships for which they might be eligible.

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

Blackbaud Award Management™ provides students with the ability to process academic scholarship application(s) throughout the entire institution.

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

This program allows UMMC to upload data directly into the scholarship system and also allows students to apply for scholarships which require additional application data. This process allows for students to be matched with scholarship opportunities through multiple avenues.

It is not available from any other distributor. See supporting letter from Blackbaud, 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 Blackbaud Award Management™ is **\$14,677.24**. This amount is within the expected price range for this software.

**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 Blackbaud Award Management™, (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 Blackbaud, 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 Monday, December 2, 2019, 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. SS9225**

**Accepted until Monday, December 2, 2019, 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