

Notice of Intent to Certify Sole Source

To: Interested Parties

From: Ellen Swoger
CIO, Applications

Date: 12/1/2020

Re: Sole Source Certification Number **SS9327** for QGenda Scheduling Software

Contact Email Address: solesource@umc.edu

Sole Source Certification Award Details

Regarding UMMC Sole Source Certification Number 9327 for QGenda Scheduling Software please be advised that UMMC intends to award the purchase of QGenda Scheduling Software to QGenda, LLC as the sole source provider of QGenda Scheduling Software.

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 | December 7, 2020 |
| Second Advertisement Date | December 14, 2020 |
| Response Deadline from Objectors | December 21, 2020, at 3:00 p.m. Central Time |
| Notice of Award/No Award Posted | Not before December 21, 2020 |

Project Details

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

QGenda provides scheduling automation software that can reflect real-time data to show changes as they occur for complex academic medical centers involving multiple specialty providers and resident trainees with multiple hospital and ambulatory clinic scheduling sites.

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

QGenda rules based automatic scheduling will allow UMMC to build and publish tentative provider schedules several months out for all divisions. It then allows for easy changes for last minute or unexpected request for vacation, medical leave, administrative leave, educational duties, committee work, etc. based on the set guidelines built into the system rules. This will make the business function of building monthly provider schedules less time consuming and the reporting analytics will allow us to track clinic shifts, time-off, swaps, hospital time, etc. to show internal equity among the providers.

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

QGenda is unique because it has proprietary algorithms that can handle the complex scheduling demands necessary for a robust psychiatry residency training program that includes rotations across multiple specialties and multiple clinic sites. QGenda has the ability to create complex scheduling rules that can handle the massive number of variables involved with psychiatry residency training that includes multiple hospitals, clinics, off-site locations, etc. QGenda also provides unlimited training and has a US based dedicated support that consults the facility at no additional cost which is critical to our delivery of patient care.

It is not available from any other distributor. See supporting letter from QGenda, LLC. 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 QGenda Scheduling Software is \$65,945.00. Please be advised that UMMC will determine if additional enhancements, upgrades, support, or equipment are within scope during the certification period and may increase the spending authority accordingly. Should QGenda, LLC. change their name during this certification period, then UMMC will determine if a recertification is necessary.

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 QGenda Scheduling Software (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 QGenda, LLC. 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 21, 2020, 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. SS9327

Accepted until Monday, December 21, 2020, 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
Objector's title