

# Notice of Intent to Certify Sole Source

---

**To:** Interested Parties

**From:** Ellen Swoger  
CIO, Applications

**Date:** 3/21/2023

**Re:** Sole Source Certification Number **SS9556** Physician Scheduling Software for Emergency Medicine

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

---

## Sole Source Certification Award Details

Regarding UMMC Sole Source Certification **SS9556** Physician Scheduling Software for Emergency Medicine, please be advised that UMMC intends to award the purchase of Physician Scheduling Software for Emergency Medicine to Qgenda, LLC as the sole source provider of Qgenda physician scheduling software. QGenda provides unique functionality that no other similar scheduling platform can offer.

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 24, 2023
Second Advertisement Date	March 31, 2023
Response Deadline from Objectors	April 7, 2023, at 3:00 p.m. Central Time

**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. Qgenda Scheduling System is essential to the function and operation of the UMMC department of Emergency Medicine. Generating a schedule to ensure proper coverage is met is extremely cumbersome without the use of this product. Qgenda's rules based automatic scheduling allows us to build and publish provider schedules several months in advance 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.

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

QGenda provides unique functionality that no other similar scheduling platform can offer. Examples of such unique features include QGenda's interactive/intuitive logic to prevent scheduling gaps if the QGenda algorithm is unable to reach "100%" during the automated build process. QGenda provides advanced forecasting tools, resource planning, and integrations to various outside software that are currently only being done by QGenda. The product is essential to the function and operation of the department of Emergency Medicine. Generating a schedule to ensure proper coverage is met is extremely cumbersome without the use of this product.

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

Qgenda Scheduling System provides a unique set of algorithms and features that no other vendor provides. These algorithms and features make QGenda uniquely qualified to address our scheduling needs. 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 for the purchase of Qgenda Scheduling System is \$107,623.00 for three years. 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:**

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 Qgenda Scheduling System (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 Friday, April 7, 2023, 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. SS9556**

**Accepted until Friday, April 7, 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.

---

Objector Name

Objector's title