

Sole Source Certification Request

Project Title:	Web TMA				
Contact Information					
Agency/Institution:	The University of Southern Mississippi			Contact Person:	Cathy Evans
Mailing Address:	118 College Dr. #5058 Hattiesburg, MS 39406-0001			Phone Number:	601.266.5015
				Email Address:	Cathryn.S.Evans@usm.edu
MAGIC Customer #: (Only required from state agencies.)				Division/Dept:	Physical Plant
Project Summary					
Description of Project: (Include details of original acquisition if applicable)	The Physical Plant currently utilizes TMA as our work order management system. We want to use SaaS services WebTMA in order to take advantage of the opportunities associated with the cloud. The only way to do this is purchasing the SaaS service. The hosting is with TMA and we can't use another source with TMA				
ITS Acquisition Approval (CP-1) should be effective through this date:					
Cost Estimates (Maximum allowed duration is 3 years per request/project)					
Fiscal Year	Initial Costs	Ongoing Costs	Time Constraints		Estimate the Anticipated Lifecycle or Years of Product/System's Effective Use:
FY 24	\$26,415.29		Item Needed by:	Feb '24	It will be used for the foreseeable future,
FY 25		\$82,225.16	Funds Expire:	NA	
FY 26		\$82,225.16	Other Important Deadline(s): (e.g. current contract/CP-1 expiration dates)		
Total Estimated Project Cost:		\$190,865.61			
Funding Source: 100% State Funds					
Discuss Funding: (e.g. fund number; how much of needed funding is definite; total project budget; any matching or other non-state funds)			The funding will come out of the Physical Plant budget		
Acquisition Details					
Item or Part Number	Quantity	Description	Building Location(s)		
WebTMA Platform		Subscription			
Describe Platform and Infrastructure: Where does your agency plan to house or host the requested equipment or service? What resources currently available through ITS are needed (network connectivity, cloud computing/storage, colocation, business resiliency, etc.)? NOTE: For equipment or services outside of current ITS available contracts and resources, justification must be attached.					
It will be hosted with TMA.					
Sole Source Certification - Certification must be renewed for each revision or continuation of previous Sole Source Approvals.					
Explain why these products or services are the only ones that can meet your needs: (Include specific functionality or special features that make this product or service unique.)		TMA hosts their products. They will be able to host the system and service the system while they support it. TMA will have direct access to the system for maintenance and upgrades. Now, they have to work through iTech which is cumbersome and we don't have the latest version. We need the latest version for security			
Specific business requirements to be met by the products/services: (e.g. intended use, how it helps accomplish a task, etc.)		The specific requirements of this system is to manage the work order processing. It will be updated regularly on the cloud which will increase the security of the system. The product aids in the request for maintenance and the dissemination of information from technician to end user. It will be more effective having the system in SaaS opposed to having it on-prem being serviced directly by the developer. It will increase the efficiencies and effectiveness of the physical plant and the services it provides.			
Explain why this is the only entity that can provide the products/services: (Include other products/vendors researched or evaluated.)		TMA hosts their products.			
If for services or installations (not a product) the following two questions must be addressed.					
Explain below why the amount to be expended is reasonable:			Explain below what was done to obtain the best possible price:		
SaaS will increase our efficiencies, take our data to the cloud, give us more prompt customer services and regular updates.			TMA hosts their products. We asked for an estimate.		
Vendor's proposal submitted:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (select only one)		Vendor's Certification of Sole Source attached:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
MAGIC Vendor Code(s) - Vendor must be in MAGIC before a CP-1 can be issued.					
Place Order To	Vendor Name:		Remit To	Vendor Name:	
Vendor Code:	Vendor Address:		Vendor Code:	Vendor Address:	

By my signature, I certify that, to the best of my professional knowledge: the requested product or services are a sole source as outlined in the ITS Procurement Handbook, Rule 207.2:013-030 Procurement Types: Sole Source, and as outlined in Mississippi Code annotated Section 31-7-13.

David Sliman / CIO

Name and Title (Agency Head/Public Institution CIO/Designee)

Signature

Date