Mississippi State University  
Notice of Proposed Sole Source Purchase

Mississippi State University anticipates purchasing the item(s) listed below as a sole source purchase. Anyone objecting to this purchase shall follow the procedures outlined below.

1. Commodity or commodities to be purchased (make, model, description):
   * Make: Armfield
   * Model:
     + DLM-X: Base unit for Desktop Learning Module
     + DLM-1: Basic Heat Exchanger Experiment Attachment for Desktop Learning Module
     + DLM-2: Fluidised Bed Experiment Attachment for Desktop Learning Module
     + DLM-3: Orifice Plate Experiment Attachment for Desktop Learning Module
     + DLM-4: Shell and Tube Heat Exchanger Experiment Attachment for Desktop Learning Module (requires two base units to operate)
     + DLM-5: Tubular Heat Exchanger Experiment Attachment for Desktop Learning Module (requires two base units to operate)
     + DLM-6: Energy Losses in Hydraulic System Experiment Attachment for Desktop Learning Module
     + DLM-7: Venturi System Experiment Attachment for Desktop Leaning Module
     + DLM-70: Cartridge Drain Kit Accessory for Desktop Learning Module
2. Explanation of the need to be fulfilled by this item(s) and why it is the only one that can meet the specific needs of the department:
   * This equipment is already installed on the Starkville campus. To ensure compatibility of all lab course materials (including virtual instruction videos) between the Gautier & Starkville campuses exact same equipment is required on both campuses. These course materials must be compatible for accreditation purposes.
   * The Desktop Learning Modules are mobile, hands-on instruction units that allow for 6 different experiments. These units are necessary for the undergraduate Thermal Fluids Laboratory, as they allow for hands-on learning and reinforcement of principles taught in Thermodynamics, Heat Transfer, Fluid Mechanics, and Energy Systems Design. There are no other vendors that offer this same equipment, as the DLM-1 thru DLM-70 are exclusive to Armfield and are direct accessories for the DLMX Base Unit.
3. Name of company/individual selling the item and why that source is the only possible source that can provide the required item(s):
   * Sold By: Armfield (sole vendor)
4. Estimated cost of item(s) and an explanation why the amount to be expended is considered reasonable:
   * Estimated Cost: $42,000.00
   * Amount is within the expected price range of this caliber of laboratory equipment
5. Explanation of the efforts taken by the department to determine this is the only source and the efforts used to obtain the best possible price:
   * Armfield is the sole manufacturer and exclusive distributor for these products.
   * All applicable discounts were explored and applied

Any person or entity that objects and proposes that the commodity listed is not sole source and can be provided by another person or entity shall submit a written notice to:

**Don Buffum, CPPO  
Director of Procurement & Contracts**[**dbuffum@procurement.msstate.edu**](mailto:dbuffum@procurement.msstate.edu) **Subject Line must read “Sole Source Objection”**

The notice shall contain a detailed explanation of why the commodity is not a sole source procurement. Appropriate documentation shall also be submitted if applicable.

If after a review of the submitted notice and documents, MSU determines that the commodity in the proposed sole source request can be provided by another person or entity, then MSU will withdraw the sole source request publication from the procurement portal website and submit the procurement of the commodity to an advertised competitive bid or selection process.

If MSU determines after review that there is only one (1) source for the required commodity, then MSU will appeal to the Public Procurement Review Board. MSU will have the burden of proving that the commodity is only provided by one (1) source.

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