Notice of Intent to Certify Sole Source

To: Interested Parties

From: Dr. Paul Veregge
        CIO/CMIO

Date: June 28, 2018

Re: Sole Source Certification Number **SS9082** for **QGenda Automation Scheduling Software**

Contact Email Address: solesource@umc.edu

Sole Source Certification Award Details

Regarding UMMC Sole Source Certification Number **SS9082** for **QGenda Automation Scheduling Software**, please be advised that UMMC intends to award the purchase of the **QGenda Automation Scheduling Software** to **QGenda, LLC,** as the sole source provider of the **QGenda Automation 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	July 13, 2018
Second Advertisement Date	July 20, 2018
	July 27, 2018, at 3:00 p.m. Central Time
Notice of Award/No Award Posted	Not before July 27, 2018

Project Details

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

   QGenda is a 100% web-based solution that helps academic medical groups automate and streamline their call and coverage schedules. Providers can submit requests as well as swap shifts with one another all through the mobile app. It allows providers to access their schedules on-the-go as well as ensure everyone always has the most current schedules via real-time updates. QGenda also provides reporting functionality.

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

   QGenda' s rules-based automatic scheduling will allow us to build and publish provider schedules several months out. It then allows for easy changes for last minute or unexpected requests 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. It will also help ensure all the providers and staff have easy access to the most current schedule.

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

   We found QGenda to be unique because it has propitiatory algorithms that can handle the complex scheduling demands necessary for a robust hospital medicine group. QGenda also dedicates a team of engineers specialized in hospital medicine buildouts that remains onboard as the main points of contact for the lifecycle of being a customer. They will know all of our scheduling parameters and suggest more efficient workflows if necessary. We will get to know them personally and have access to their emails, office phones, and cell phones and can use them as little or as much as we like. They also have a 24-hour emergency support line.

   They are 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 the **QGenda Automation Scheduling Software** is **$12,896.00.** Total investment to-date will be **$187,196.00**. 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 the **QGenda Automation 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 **July 27, 2018, 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. SS9082

Accepted until Friday, July 27, 2018, 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

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