



Notice of Intent to Certify Sole Source

DSU SS08-2022 RFx Number: 3150004507

Delta 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.

Commodity or commodities to be purchased (manufacturer, model, description):

Maintenance and support for Evisions products: Intellecheck and Form Fusion

Explanation of the need to be fulfilled by this item(s), how is it unique from all other options, and why it is the only one that can meet the specific needs of the department:

DSU License Evision's Intellecheck to perform Laser printing templates of DSU's checks.

Form Fusion is used to print templates of various Banner(ERP) reports and processes and tax forms. This is the only software that is compatible were both products are integrated into Banner(ERP).

Name of company/individual selling the item and why that source is the only possible source that can provide the required item(s):

Evisions. They are the sole developer of Intellecheck and Form Fusion. Their software is the only software that is compatible by integrating seamlessly into Banner(ERP). We need maintenance and support for software updates and new functionality. Evisions is also a high level partner of Ellucian. Ellucian is the developer of the ERP Banner.

Estimated cost of item(s) and an explanation why the amount to be expended is considered reasonable:

The cost is a 3 year maintenance and support contract for \$23,413. August 1, 2022 – July 31, 2025. It is considered reasonable, because it falls in line with our other maintenance and support contracts.

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:

After networking with other universities and searching for other software, it was determined that Evisions is the only company that I've found that integrates directly with Banner and provides real time results without having to bridge the gap between systems with files.

Submission Instructions and Format of Response from Objecting Parties:

Interested parties who have reason to believe that the item(s) above should not be certified as a sole source should provide information in the following format for DSU to use in determining whether or not to proceed with awarding the Sole Source purchase.

1.1 Interested Party Information

1.1.1 Name, Phone, Address, email address

1.1.2 Company Website URL, if applicable

1.2 Objection to Sole Source Certification

1.2.1 Interested parties must present specific objections to the Sole Source certification using the criteria listed above.

1.2.2 A statement regarding the Interested Party's capabilities as related to this Sole Source Certification Request.

- 1.3 Comments will be accepted at any time prior to Thursday, September 15, 2022 at 2:00 pm (CST) to Crystal Beach at cbeach@deltastate.edu and bids@deltastate.edu at

Delta State University
Office of Procurement Services
1417 Maple Street
Cleveland, MS 38733

Responses may be delivered by hand, via regular mail, email, or overnight delivery.

The envelope or email should reference the sole source number.

DSU WILL NOT BE RESPONSIBLE FOR DELAYS IN THE DELIVERY OF RESPONSES. It is solely the responsibility of the Interested Parties that responses reach DSU on time. Interested Parties may contact Crystal Beach to verify the receipt of their Responses.

Responses received after the deadline will be rejected.

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

If DSU determines after review that there is only one (1) source for the required commodity, then DSU will appeal to the Public Procurement Review Board for approval to purchase.