

Mississippi State University
Notice of Proposed Sole Source Purchase

167-87

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):

14,000 Mark Trail Coloring Books

13,000 Mark Trail Activity Books

2. 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:

The Smokey Bear program provides educational materials such as the Mark Trail coloring books and activity books that help to teach the concepts of good and bad fire. These Firewise youth books are specifically tailored to meet the safety, ecological and environmental need for wildfire education and prevention.

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

National Symbols Cache is the official source for Smokey Bear and Mark Trail campaign materials. National Symbols Cache is managed by the U.S.D.A. Forest Service. The U.S.D.A. Forest Service developed these program materials and they cannot be produced without specific approval from the CFFP. All images are property of the U.S. Forest Service.

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

The books are priced at \$1.00 each and this is reasonable for a product with high educational value.

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:

We have purchased these books each year since 2010. We have yet to discover any other source for a comparable product. These materials are not available through commercial sources and are secured through a competitive bid process by the vendor to maintain the lowest possible prices. A sole source letter from National Symbols Cache is included.

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

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.