

Mississippi State University
Notice of Proposed Sole Source Purchase
245-26

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):

Teamworks Athletics Recruiting and Compliance software

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:

Teamworks is the only producer and exclusive provider of this unique software and associated services. It assists the coaches and staff to maintain compliance with NCAA bylaws and assists in maintaining privacy and confidentiality of sensitive information.

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

Teamworks- They are the only company that can produce these types of services and reports that do not include any 3rd parties involved. Teamworks imports Team Schedules that contains functionality that cross-references NCAA Bylaw 17 legislation in real time to ensure compliance with NCAA regulations.

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

\$218,768.84 - agreement over 4 years.

Costs are in line with NCAA requirements, specifically Bylaw 15 and 17, as well as exporting necessary data information based on the file formatting required by the NCAA Compliance Reports.

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:

Staff have done extensive web searches and research and this is the only product that meets our needs. The quote provided is the best price provided by the vendor.

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:

Jennifer Mayfield, CPPO

Interim Deputy Director of Procurement & Contracts j [mayfield@procurement.msstate.edu](mailto:jmayfield@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 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.
