

**Mississippi State University**  
**Notice of Proposed Sole Source Purchase**  
**245-27**

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):**

WaveMatrix3 Dynamic Testing Software - UPGRADE for Instron 8800, 8800MT and ElectroPuls Systems Part Number 2495-975.

Complete package consists of the following:

WaveMatrix 3 Dynamic Testing Software - UPGRADE for Instron 8800, 8800MT and ElectroPuls Systems, WaveMatrix 3 Upgrade for Existing WaveMatrix License Console Upgrade, GPIB-USB-HS+ connector for Windows, Software Introduction for Wavematrix with advanced control and calculations, On-Site Installation and Training.

**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 hard drive that controls the equipment was hit by lightning. ITS was not able to recover the software that controlled the equipment and Instron no longer sells or supports the software that was originally on the computer. Therefore, we need to purchase the newest software for this equipment. Also, the software needs to be compatible with the equipment and have the Windows 10 operating system the computer. By purchasing everything we need from Instron we know that everything that we are getting is compatible with our equipment.

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

The name of the company that is selling this item is Instron Corporation. The equipment is the Instron 8850 hydraulic machine. Instron is the only company that provides the software that works with the Instron equipment.

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

The estimated cost of the Item is \$12,435. This price is very reasonable because it includes the newest software with installation and training.

**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:**

I have worked with the equipment for over 16 years, and I have firsthand knowledge of what is available for the Instron equipment but as added effort I have also done a web search for the software, and I found that Instron is the only company that provides software that operates the Instron 8850 hydraulic machine.

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  
[jmayfield@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 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.