

**The University of Southern Mississippi**  
**Notice of Proposed Sole Source Purchase**  
**SSP 21\_011**

The University of Southern Mississippi anticipates purchasing the item(s) listed below as a sole source purchase. Anyone objecting to this purchase shall follow the procedures outlined below.

1. Description of the commodity that USM is seeking to procure: **NIBRS software update.**
2. Explanation of why the commodity is the only one that meets the needs of the agency: **The software update is mandated by the state of Mississippi.**
3. Explanation of why the source is the only source is the only person or entity that can provide the required commodity: **The vendor that provides current service can only provide the software upgrade. This is an “add-on” not a stand-alone software update.**
4. Explanation of why the amount to be expended for the commodity is reasonable: **We will receive training, support, and maintenance so we can continue to provide uninterrupted service to all patrol officers as much as possible.**
5. Efforts that the agency went through to obtain the best possible price for the commodity: **We ensured training was part of the package to provide a smooth transition as well as necessary support and maintenance.**

<b>Advertisement Schedule</b>	<b>Date</b>
<b>1<sup>st</sup> scheduled</b>	<b>9/1/2020</b>
<b>2<sup>nd</sup> scheduled</b>	<b>9/8/2020</b>

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:

Steve Ballew  
Director of Procurement & Contracts  
steve.ballew@usm.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, USM determines that the commodity in the proposed sole source request can be provided by another person or entity, then USM will withdraw the

**The University of Southern Mississippi**  
**Notice of Proposed Sole Source Purchase**  
**SSP 21\_011**

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 USM determines after review that there is only one (1) source for the required commodity, then USM will appeal to the Public Procurement Review Board. USM will have the burden of proving that the commodity is only provided by one (1) source.