
Notice of Intent to Certify Sole Source

To: Interested Parties
From: Craig P. Orgeron, Ph.D. ^{afz}
CC: Project Number 42279
Date: March 29, 2016
Re: Sole Source Certification Number 3874 for Fusion Center (FC) Records Management System Enhancements for the Mississippi Department of Public Safety (MDPS)
Contact Name: Chris Grimmer
Contact Phone Number: 601-432-8208
Contact E-mail Address: Chris.Grimmer@its.ms.gov

Sole Source Certification Award Details

Regarding Information Technology Services (ITS) Sole Source Certification Number 3874 for Fusion Center (FC) Records Management System Enhancements for the Mississippi Department of Public Safety (MDPS), please be advised that ITS intends to award the enhancements to Application Data Systems, Inc. (ADSi) as the sole source provider of FC Records Management System Enhancements through December 31, 2016, in an amount not to exceed \$8,000.00. For an explanation regarding Mississippi state law, policy, and procedures for sole source procurements, refer to Attachment C: Sole Source Procurement Overview.

Sole Source Criteria

1. The product or services being purchased must perform a function for which no other product or source of services exist:

The Fusion Center, Mississippi Analysis and Information Center (MSAIC), is part of the MS Office of Homeland Security (MOHS). MOHS State authority and Federal Grant requirements include tracking all crimes and all hazards especially Terrorism. To assist Federal Department of Homeland Security (DHS) and the FBI, MOHS needs to segregate certain reports into sub reports to provide information support to partner investigative agencies as part of the Homeland Security Grant Process. The needed data can be gleaned from our current records management system, Fusion Center (FC) Records Management System (RMS) with the requested modification. The objective is to separate data elements for better analysis. The FC RMS, also known as Law Enforcement RMS, is an Application Data Systems, Inc. (ADSi) product that includes the following modules: Request for Information (RFI), Incident Reporting, Case Management and Be On The Lookout (BOLO). FC RMS or Law Enforcement RMS is one product in a suite of products offered by ADSi that includes Computer

Aided Dispatch (CAD), Mapping and AVL, and Mobile Data, to name the few that are in use at MOHS. These modifications/customization can only be completed by ADSi as these products are proprietary to ADSi. The customer's sole source certification request is included as Attachment A.

2. The purchaser must be able to show specific business objectives that can be met only through the unique product or services:

ADSi's CAD product, CADForce, was acquired through a competitive procurement in 2002, along with MAPFORCE as a pilot project to be implemented in three new DPS substations. After a successful initial rollout, the system was expanded to three more substations in 2003; the remaining substations were brought online in 2004. ADSi's MDTForce was purchased and rolled out for all substations in 2005. The system was customized by ADSi in 2006, to integrate with the Mississippi Justice Information Center (MJIC) and the National Crime Information Center (NCIC). The system was expanded even further in 2010, when ADSi's Automated Vehicle Locator (AVL) MDTForce product was procured and implemented. The Law Enforcement RMS product was procured and implemented in 2011.

As each product was implemented, operational procedures for MOHS were built around these products. Although other products can perform similar functions, the implementation and training to move from one product to another is challenging. When MOHS implements a product that is integrated into the operational environment, converting to a competing product is time consuming, requires retraining, and is disruptive to the organization; therefore, the MOHS has made a business decision to continue the use of these products. The customer's sole source certification request is included as Attachment A.

3. The product or services must be available only from the manufacturer and not through resellers who could submit competitive pricing for the product or services:

ADSi is the proprietary owner and only source of support for the products currently in use at MOHS. ADSi is the sole source provider of support and maintenance renewals. The vendor's sole source certification letter is included as Attachment B.

4. Explain why the amount to be expended for the services is reasonable:

The amount requested represents the total hours of customized programming, setup and training needed to modify the current records management system. ADSi has always given MOHS products and services well under the going commercial rates.

5. Explain what your agency did to obtain the best possible price for the services:

MOHS negotiated the price down by requesting several pricing scenarios that MOHS reviewed to determine which scenario would give MOHS the best value for the amount spent.

Schedule

Task	Date
First Advertisement Date	3/29/16
Second Advertisement Date	4/5/16
Response Deadline From Objectors	4/12/16, at 3:00 P.M. Central Time
Notice of Award/No Award Posted	Not before 4/13/16

Project Details

To meet the requirements of the Federal DHS, MOHS requires modifications/customization to the RFI, Incident Reporting, Case Management and BOLO modules of FC RMS. CADForce and MAPFORCE were originally purchased in 2002, through a competitive procurement. The system was expanded over the last 14 years through the purchases of additional ADSi products including Law Enforcement RMS, that integrate seamlessly into the ADSi software suite. The State has made a business decision to continue the use of CADForce, MapForce, MDTForce, AVLForce, Law Enforcement RMS, and all DataForce modules, rather than purchasing new licenses for similar software.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that the FC Records Management System Enhancements should not be certified as a sole source should provide information in the following format for the state to use in determining whether or not to proceed with awarding the Sole Source contract to ADSi.

1.1 Interested Party Information

1.1.1 Contact Name, Phone Number and 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 Objections will be accepted at any time prior to Tuesday, April 12, 2016, at 3:00 p.m. (Central Time) to Chris Grimmer at Chris.Grimmer@its.ms.gov or at the Mississippi Department of Information Technology Services, 3771 Eastwood Drive, Jackson, Mississippi 39211. Responses may be delivered by hand, via regular mail, overnight delivery, e-mail, or by fax. Fax number is (601) 713-6380. **ITS WILL NOT BE RESPONSIBLE FOR DELAYS IN THE DELIVERY OF RESPONSES.** It is solely the responsibility of the Interested Parties that responses reach ITS on time. Interested Parties may contact Chris Grimmer to verify the receipt of their Responses. Responses received after the deadline will be rejected.

1.4 Interested Party responses should include the following information:

**SUBMITTED IN RESPONSE TO
Sole Source Certification No. 3874-42279
Accepted until April 12, 2016 @ 3:00 p.m.,
ATTENTION: Chris Grimmer**

If you have any questions concerning the information above or if we can be of further assistance, please contact Chris Grimmer at 601-432-8208 or via email at Chris.Grimmer@its.ms.gov.

Attachment A: Customer Sole Source Certification Request

Attachment B: Vendor Correspondence

Attachment C: Sole Source Procurement Overview



3771 Eastwood Drive
 Jackson, Mississippi 39211
 Phone 601-432-8000 Fax 601-713-6380

Sole Source Certification Request

Project Title: FC Records Management System Enhancement		Stimulus (ARRA) Funds? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Customer Contact Information			
Agency/Public University: Public Safety, Department of Address: 1900 East Woodrow Wilson Jackson, MS 39216		Contact Person: Johnston, Clay Phone: 601-933-2606 Fax: Email Address: cjohnston@dps.ms.gov	
MAGIC Customer Number (only required from state agencies): 7000000197 (DPS – Division of Safety Patrol)		Division/Dept: CIC/MIS Handmail: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Project Summary Narrative Description of Project (include details of original acquisition if applicable): To meet the requirements of the Federal DHS, MOHS requires modifications/customization to the RFI, Incident Reporting, Case Management and BOLO modules of FC RMS. CADForce and MAPFORCE were originally purchased in 2002 through a competitive procurement. The system was expanded over the last 14 years through the purchases of additional ADSi products including Law Enforcement RMS, which integrate seamlessly into the ADSi software suite. The State has made a business decision to continue the use of CADForce, MapForce, MDTForce, AVLForce, Law Enforcement RMS, and all DataForce modules, rather than purchasing new licenses for similar software.			
ITS Acquisition Approval (CP-1) should be effective through this date (Please allow time for all vendor invoices to be paid): 12/31/2016			
Cost Estimates <i>Fiscal Year</i>	<i>Initial Costs</i>	<i>Ongoing Costs</i>	Time Constraints Item Needed by: ASAP Funds Expire: 12/2016
2016	\$8,000.00		Anticipated Lifecycle of Products/System (i.e. estimated years of effective use): 5-7 years Discuss Funding (e.g. how much of needed funding is definite; total project budget; any matching or other non state funds): FY14 grant money
Total	\$8,000.00		
Acquisition Details			
Items Requested	Quantity	Description	Building Location(s)
RFI Modifications		Software modifications	
Incident Reporting Customization		Software modifications	
Case Management Customization		Software modifications	
BOLO Customization		Software modifications	
Describe platform & infrastructure (connectivity; software/hardware platforms; utilization of State Data Center resources: mainframe, eGovernment portal, payment engine, document management, hosting). For equipment or hosting outside the State Data Center, attach justification:			
Progress to Date: What has been done related to this project, including any communication with ITS staff (data/voice/procurement/other)? We have met with the ADSi representative. They have provided a Sole Source letter which is attached.			
Sole Source Certification Note: Certification must be renewed for each revision or continuation of previous Sole Source Approvals.			
<p>Specific business requirements to be met by the requested products or services: ADSi's CAD product, CADForce, was acquired through a competitive procurement in 2002 along with MAPFORCE as a pilot project to be implemented in three new DPS substations. After a successful initial rollout, the system was expanded to three more substations in 2003; the remaining substations were brought online in 2004. ADSi's MDTForce was purchased and rolled out for all substations in 2005. The system was customized by ADSi in 2006 to integrate with the Mississippi Justice Information Center (MJIC) and the National Crime Information Center (NCIC). The system was expanded even further in 2010 when ADSi's Automated Vehicle Locator (AVL) MDTForce product was procured and implemented. The Law Enforcement RMS product was procured and implemented in 2011.</p> <p>As each product was implemented, operational procedures for MOHS were built around these products. Although other products can perform similar functions, the implementation and training to move from one product to another is challenging. When MOHS implements a product that is integrated into the operational environment, converting to a competing product is time consuming, requires retraining, and is disruptive to the organization; therefore, the MOHS has made a business decision to continue the use of these products.</p>			
<p>Explain why these products or services are the only ones that can meet your needs (include unique features/special functionality): The Fusion Center, Mississippi Analysis and Information Center (MSAIC), is part of the MS Office of Homeland Security (MOHS). Our State authority and Federal Grant requirements include tracking all crimes and all hazards especially Terrorism. To assist Federal Department of Homeland Security (DHS) and the FBI, MOHS need to segregate certain reports into sub reports to provide information support to partner investigative agencies as part of the Homeland Security Grant Process. The needed data can be gleaned from our current records management system, Fusion Center (FC) Records Management System (RMS) with the</p>			



January 18, 2016

Clay Johnston
Mississippi Department of Public Safety
1900 Woodrow Wilson Ave
Jackson, MS 39205

Re: Sole Source Statement

Please use this letter as an official "Sole Source Statement" by Application Data Systems, Inc. (ADSi).

All ADSi software currently installed and in use by MDPS, including CADForce, MapForce, MDTForce, AVLForce, and all DataForce modules, including Case Management, are sole source and proprietary products of ADSi.

All ADSi software is manufactured, maintained, supported, and sold exclusively by ADSi. There are no other entities authorized by ADSi to resell ADSi software or services. All ADSi software is designed to seamlessly integrate with the other ADSi software products.

Any modification of the ADSi software by any entity other than ADSi will violate the ADSi license and support agreements.

If you have any questions or need further information, please feel free to contact us.

Sincerely,

Joel House, CEO
ADSi

Attachment C: Sole Source Procurement Overview

The acquisition of information technology for all state agencies and institutions of higher learning (IHLs) is within the scope of the ITS law, found in Mississippi Code Section 25-53-1, et seq., and the policies and procedures established in accordance with this statute, found in the ITS Procurement Handbook posted on the ITS website (www.its.ms.gov).

ITS enabling legislation requires that information technology hardware, software and services be acquired in a manner that insures the maximum of competition among all manufacturers and suppliers of such equipment and services. Accordingly, ITS promotes full and open competition through the issuance of open specifications and the objective evaluation of Interested Party proposals to determine the lowest and best offering to meet an agency's or public university's business requirements. True competition protects the integrity and credibility of purchasing in the public sector and is essential in providing best value and adequate contractual protection for the purchasing entity. In certain limited situations, information technology acquisitions may be sole-sourced.

ITS utilizes the provisions of Public Purchasing Law for Sole Source and Emergency procurements of information technology. Mississippi Public Purchasing Law (Mississippi Code Section 31-7-13) specifies that noncompetitive items available from one source only be exempted from bid requirements (sole-sourced). ITS statute, in Section 25-53-5 (p), permits ITS to utilize provisions in Public Purchasing Law or regulations, when applicable.

Per Public Purchasing law, acquisitions must meet the following criteria to be authorized as sole source:

1. The product or services being purchased must perform a function for which no other product or source of services exists,
2. The purchaser must be able to show specific business objectives that can be met only through the unique product or services, AND
3. The product or services must be available only from the manufacturer and NOT through resellers who could submit competitive pricing for the product or services. The vendor's correspondence regarding this criterion for this project is included as Attachment B.

By policy as documented in the ITS Procurement Handbook, acquisitions of IT services must include the following information to be authorized as sole source:

1. An explanation about why the amount to be expended is reasonable, and
2. An explanation regarding the efforts by the purchaser to obtain the best possible price.

For state agencies, approval of all technology purchases with a lifecycle cost of \$5,000 or less, including sole source purchases, has been delegated to the agency. The ITS Procurement Limits Policies for Agencies (a section in the ITS Procurement Handbook) require a minimum of two competitive written bids or proposals for technology purchases with a lifecycle cost over \$5,000 but not over \$50,000 (not over \$25,000 for projects funded by the American Recovery and Reinvestment Act). Since, for single source items, the procuring agency will be unable to obtain two written bids, ITS must certify all sole source acquisitions of information technology with a lifecycle cost greater than \$5,000.

Institutions of Higher Learning (IHLs) or public universities have been delegated the authority to certify sole source procurements up to \$250,000 lifecycle cost under the ITS Procurement Limits Policies for IHLs (a section in the ITS Procurement Handbook). For the certification of sole source procurements delegated to the CIOs at public universities, the public university must follow ITS' Sole Source Procedure, including advertisement of the intent to award as sole source. Institutions certifying a sole source purchase must ensure the criteria listed above are met and documented in writing by the institution and the Interested Party prior to certifying a product or service as sole source. Sole source documentation must be reviewed and approved by the IHL's CIO for any sole-source certification above \$5,000. All sole source documentation should be retained in the public university's procurement file. Sole source requests above \$250,000 lifecycle cost require ITS approval.

Attachment C: Sole Source Procurement Overview

Other than the delegations outlined above, all sole source technology procurements must be certified by ITS. The customer's Sole Source Certification Request for this project is included as Attachment A.

ITS thoroughly reviews Sole Source Certification Requests, determining if competing products and/or services exist. If so, ITS conducts a competitive procurement. If ITS' review confirms the sole source, then a Sole Source advertisement is issued, giving other Interested Parties an opportunity to identify competing products and/or services. Based upon the results of the Sole Source advertisement, ITS will either certify the request as a sole source or conduct a competitive procurement.