
Notice of Intent to Certify Sole Source

To: Interested Parties
From: Craig P. Orgeron, Ph.D. *cro*
CC: ITS Project Number 42452
Date: March 8, 2016
Re: Sole Source Certification Number 3886 for MVS/QuickRef Software Maintenance for the Mississippi Department of Information Technology Services (ITS)
Contact Name: Jill Chastant
Contact Phone Number: 601-432-8214
Contact E-mail Address: Jill.Chastant@its.ms.gov

Sole Source Certification Award Details

Regarding Information Technology Services (ITS) Sole Source Certification Number 3886 for MVS/QuickRef Software Maintenance for the Mississippi Department of Information Technology Services (ITS), please be advised that ITS intends to award the purchase of MVS/QuickRef Software Maintenance to Chicago-Soft Ltd. as the sole source provider of MVS/QuickRef Software Maintenance through February 28, 2019, in an amount not to exceed \$47,020.00. 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:

MVS/QuickRef is a unique proprietary product with its one-key delivery system and unprecedented database content. It allows for processing the ITS workload running on the IBM 2818-R03 system. 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:

MVS/QuickRef is a software product that will find a solution to an error in any ITS software, whether it be IBM, a third party software or user written program, thus reacting to customers faster. 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:

Chicago-Soft Ltd. is the owner and sole provider of the proprietary product MVS/QuickRef and technical support for the product. The product currently is in use at the State Data Center and maintenance needs to be renewed. MVS/QuickRef is only available through Chicago-Soft, Ltd. The Vendor's sole source certification letter is included as Attachment B.

Schedule

Task	Date
First Advertisement Date	03/08/16
Second Advertisement Date	03/15/16
Response Deadline From Objectors	03/22/16, at 3:00 P.M. Central Time
Notice of Award/No Award Posted	Not before 03/23/16

Project Details

The MVS/QuickRef software package was purchased in February 2013, for a three-year period at a total cost of \$42,500.00. MVS/QuickRef is a software product that will find a solution to an error in any ITS software, whether it be IBM, a third party software or user written program. The product currently is in use at the State Data Center and maintenance needs to be renewed.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that the maintenance of the MVS/QuickRef software 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 Chicago-Soft, Ltd.

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 Comments will be accepted at any time prior to Tuesday, March 22, 2016, at 3:00 p.m. (Central Time) to Jill Chastant at Jill.Chastant@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 Jill Chastant 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. 3886-42452
Accepted until March 22, 2016 @ 3:00 p.m.,
ATTENTION: Jill Chastant**

If you have any questions concerning the information above or if we can be of further assistance, please contact Jill Chastant at 601-432-8214 or via email at Jill.Chastant@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: MVS/QuickRef Maintenance Renewal		Stimulus (ARRA) Funds? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Customer Contact Information			
Agency/Public University: Mississippi Department of Information Technology Services Address: 3771 Ridgewood Road, Jackson, MS 39211		Contact Person: Lynn Templeton Phone: 601-432-8054 Fax: 601-713-6380 Email Address: lynn.templeton@its.ms.gov	
MAGIC Customer Number (only required from state agencies): 700000174 (ITS-Data Services)		Division/Dept: Handmail: X Yes <input type="checkbox"/> No	
Project Summary Narrative Description of Project (include details of original acquisition if applicable): <p>The MVS/QuickRef software package was purchased in February 2013 for a three year period at a total cost of \$42,500.00. MVS/QuickRef is a software product that will find a solution to an error in any ITS software, whether it be IBM, a third party software or user written program, thus reacting to customers faster. It allows for processing the ITS workload running on the IBM 2818-R03 system. The product currently is in use at the State Data Center and maintenance needs to be renewed.</p>			
ITS Acquisition Approval (CP-1) should be effective through this date (Please allow time for all vendor invoices to be paid):			
Cost Estimates <i>Fiscal Year</i>	Costs	Time Constraints Item Needed by: 02/01/16 Funds Expire: 03/31/18	Anticipated Lifecycle of Products/System (i.e. estimated years of effective use): 3 years
2016	\$14,875.00	Discuss Funding (e.g. how much of needed funding is definite; total project budget; any matching or other non-state funds) All funding is definite and will be from ITS funds.	
2017	\$15,682.00		
2018	\$16,463.00		
Total	\$47,020.00		
Acquisition Details			
Items Requested	Quantity	Description	Location(s)
MVS/QuickRef Software Maintenance	705 MIPS	Maintenance 3/1/16 – 2/28/19	ITS Eastwood Bldg B
Describe platform & infrastructure (connectivity; software/hardware platforms; utilization of State Data Center resources: mainframe, eGovernment portal, payment engine, document management, hosting). This software resides in the State Data Center. Single CPU Perpetual License. IBM 2818-R03 CPU Serial #0F3E7 – 705 MIPS			
Progress to Date: What has been done related to this project, including any communication with ITS staff (data/voice/procurement/other)? ITS received verification that this product is still needed and confirmed the equipment on which it runs. A quote and sole source letter were received from the vendor, Chicago-Soft, Ltd.			
Sole Source Certification Note: Certification must be renewed for each revision or continuation of previous Sole Source Approvals.			
Specific business requirements to be met by the requested products or services: MVS/QuickRef is a software product that will find a solution to an error in any ITS software, whether it be IBM, a third party software or user written program, thus reacting to customers faster.			
Explain why these products or services are the only ones that can meet your needs (include unique features/special functionality): MVS/QuickRef is a unique proprietary product with its one-key delivery system and unprecedented database content. It allows for processing the ITS workload running on the IBM 2818-R03 system.			
Explain why the source is the only entity that can provide the products or services (Include other products/vendors researched or evaluated): Chicago-Soft Ltd. is the owner and sole provider of the proprietary product MVS/QuickRef and technical support for the product. The product currently is in use at the State Data Center and maintenance needs to be renewed. MVS/QuickRef is only available through Chicago-Soft, Ltd.			
Explain why the amount to be expended for the services is reasonable: N/A			
Explain what your agency did to obtain the best possible price for the services: N/A			
Vendor's Certification of Sole Source attached: X Yes <input type="checkbox"/> No		Vendor's proposal submitted: X Yes <input type="checkbox"/> No	
MAGIC Vendor Code(s) Vendor must be in MAGIC before a CP-1 can be issued.			
Place Order To		Remit To	



Jan 1, 2016

To Whom it May Concern:

MVS/QuickRef is a proprietary product owned by Chicago-Soft,LTD. We are the sole source provider of this software and technical support for this product. MVS/QuickRef is only available through Chicago-Soft,LTD. Therefore, an invitation to bid is unessential in this matter.

Sincerely,

Joai Broughton
QW Operations Manager
Chicago-Soft, LTD.

1820 E Edgewood Dr Ste 103 Lakeland, FL 33803
Tel: 863/940-2066 Fax: 863/940-4743

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.