

USM SSP 23\_001 Notice of Proposed Sole Source Purchases of the following:

Terra Dotta Software

RFx: 3150004433

[http://www.ms.gov/dfa/contract\\_bid\\_search/Bid](http://www.ms.gov/dfa/contract_bid_search/Bid)

Comments/objections will be received as required per Section 31-7-13 (C) of the Mississippi Code until 8:00 a.m. (Central Time) on July 26<sup>h</sup>, 2022.

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 written notice, by 8:00 AM CST, July 26<sup>th</sup>, 2022.

to:

Steve Ballew

Director of Procurement & Contracts 118 College Dr. Box 5003 Hattiesburg, MS 39406

[bids@usm.edu](mailto:bids@usm.edu)

Phone: 601-266-4131

Subject Line must read "Sole Source Objection – USM SSP 23\_001"

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 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.

**Run Dates:**

**07.12.22**

**07.19.23**

**The University of Southern Mississippi**  
**Notice of Proposed Sole Source Purchase**  
**SSP 23\_001**

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:**

*Terra Dotta is software that provides our office a tool to market our programs, manage applications and student communication, register student travel for emergency preparedness, and confirm traveler safety through the system.*

**2. Explanation of why the commodity is the only one that meets the needs of the agency:**

*Terra Dotta Software is unique because it is specifically designed for Study Abroad offices. The applications and website pages can be tailored to the varying requirements when sending students and faculty overseas for study abroad, student teaching, internships, and international exchange programs.*

**3. Explanation of why the source is the only source is the only person or entity that can provide the required commodity:**

*Terra Dotta was created by International Education professionals who understand the needs of a Study Abroad office and they are the only company that provides all the cloud-based services needed from one organization.*

**4. Explanation of why the amount to be expended for the commodity is reasonable:**

*The amount to be expended for services is reasonable because this software allows us to integrate our website, application, payment system, and additional security features in one place. When sending students overseas, it is critical that information on a high volume of students is easily accessible and in one location.*

**The University of Southern Mississippi**  
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**5. Efforts that the agency went through to obtain the best possible price for the commodity:**

*We have worked with the company to be sure they understand how our office works and our average annual student numbers so that the best rate can be provided.*

<b>Advertisement Schedule</b>	<b>Date</b>
<b>1<sup>st</sup> scheduled</b>	<b>07.12.22</b>
<b>2<sup>nd</sup> scheduled</b>	<b>07.19.22</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 – USM SSP 23\_001"**

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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 sole source request publication from the procurement portal website and submit the procurement of the commodity to an advertised competitive bid or selection process.

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