



Request for Bids

Mississippi Valley State University

**THIS IS
NOT AN
ORDER**

14000 Hwy 82-W #7244
Itta Bena MS 38941-1400

Web Address: www.mvsu.edu/purchasing/

Phone No: (662) 254-3319 Fax (662) 254-3314

Bid Title:

Course Evaluation & Planning

Requester and Requesting Department:

Dr. Sharon Freeman
Institutional Research

Term – End of Month

Bids/Proposals – Do not include State or Federal Taxes in your bids/proposals. The University is exempted from these taxes. All order will be placed with successful bidder by Official Purchase Order.

Date:

08/14/2023

Bid No.

VSRB 1001042

Number of Pages

7

Change Order:

Original

Mississippi Valley State University is considering the purchase of the following item (s). **We ask that you submit your Bids/Proposals in three copies.** Rights are reserved to accept, or reject any and all parts of your bid/proposals. Your bid/proposals will be given consideration if received in this Office on or before the date and time below.

This bid/proposal will be awarded on a line by line basis

This bid/proposal will be awarded on a all or none basis

However, the University reserves the rights to award any and all bids/proposals in the best interest of the University.

Bid/Proposal opening (Date and Time)

September 1, 2023 @ 2:00 p.m.

Mississippi Valley State University

Carla T. Williams

By: Carla T. Williams, Purchasing Director

Email: ctwilliams@mvsu.edu

NOTE: If you cannot quote on the exact material shown, please indicate any exceptions, giving brand names and complete specifications on any alternate. Mississippi Valley State University reserves the rights to accept any alternate of equal or greater quality or performance. We also reserve the rights to waive any irregularities that may appear in the Bids/Proposals specifications.

ITEM	QUANTITY	DESCRIPTIONS	UNIT PRICE	TOTAL NET PRICE
		See Attachment for Bid packet.		
<i>Please show Bid/Proposals No. on outside of Envelope</i>				

If checked, Mississippi Valley State University reserves the rights for an additional 60 days to purchase and additional 20% of this bid/proposal at the same cost.

We quote you as above F.O.B – Mississippi Valley State University. Shipment can be made within days from receipt of the order.

<p>Terms: </p> <p>Date: </p> <p>Phone/Fax: </p> <p style="text-align: center; margin-top: 10px;">Official Signature:</p>	<p>Company Quoting</p> <p>Name </p> <p>Address </p> <p>City, State </p> <p>Zip Code </p>	
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ADVERTISEMENT FOR SOLE SOURCE

**Mississippi Valley State University
Course Evaluations and Planning
Itta Bena, Mississippi 38941**

Sealed bids for the **Mississippi Valley State University Course Evaluation and Planning Software** will be received by Mississippi Valley State University Office of Purchasing, 14000 Highway 82 West, Itta Bena, Mississippi 38941. Telephone: 662.254.3320 until 2:00 p.m., local time on Friday, September 1, 2023, and thereby publicly opened and read:

Course Evaluations and Planning RFX#3160006100

For the appropriate Sole Source information packet containing complete information visit our webpage at www.mvsu.edu/purchasing. Click on Current Bids and scroll down to the bottom of the page. Find VSSS-1001042 and click on it. Bids may be mailed, hand delivered, or entered into the MAGIC Portal electronically.

For information and questions concerning the Course Evaluations & Planning Software contact Dr. Sharon Freeman at (662) 254-3811 or Sharonf@mvsu.edu. All questions will be answered and posted as an addendum to www.mvsu.edu/purchasing under current bids.

If you are not a registered supplier and you wish to do business with the State of Mississippi, click here to register: [State of Mississippi Supplier Registration](#). If you attempt to complete the registration process and you are already a converted vendor in MAGIC, you will receive a duplicate error message. Please call the MMRS Call Center at 601-359-1343, Option 2 for assistance in locating your vendor information.

Dates of Publication

August 18, 2023

August 25, 2023



RE: ANTOLOGY SOLE SOURCE MANUFACTURER CERTIFICATION

To Whom it May Concern,

Anthology Inc. (f/k/a Campus Management Corp.) and its affiliated companies Anthology Inc. of NY (f/k/a Campus Labs, Inc.), Anthology Inc. of Missouri (f/k/a iModules Software Inc.), Blackboard Inc, and Blackboard International B.V. (collectively, "Anthology") provide solutions for admission and enrollment management; student success and retention; institutional and learning effectiveness; alumni and advancement; and enterprise applications and infrastructure.

Anthology licenses the non-exclusive use of the following products and services to organizations, colleges and universities and is the sole source manufacturer for the following solutions.

- Anthology Academic Economics
- Anthology Apply
- Anthology Chat
- Anthology Course Evaluations
- Anthology Digital Assistant
- Anthology Encompass
- Anthology Engage (Admin Branch, API, Budget, Elections, Card Swipe, Paths, Room and Resource, Event Check in App, Org Accounting, Service Management)
- Anthology Enterprise
- Anthology Finance & HCM
- Anthology Insight (Connecters, Beacon)
- Anthology Institutional Effectiveness (Accreditation, Baseline, Outcomes Planning, Program Review)
- Anthology Occupation Insight
- Anthology Milestone
- Anthology Payroll
- Anthology Portfolio
- Anthology Raise
- Anthology Reach
- Anthology Student
- Anthology Student Verification
- Anthology Succeed

Please contact your Anthology Sales Representative if you need further assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. Pohorylo".

Michael Pohorylo
Deputy General Counsel



MISSISSIPPI VALLEY STATE
UNIVERSITY

July 7, 2023

Ms. Carla Williams
Purchasing Office
Mississippi Valley State University
14000 Highway 82 West
Itta Bena, Mississippi 38941

Dear Ms. Williams:

In attempting to acquire software that meets the accreditation needs of our unit, the Office of Institutional Research has met the following criteria for sole source purchases and included necessary attachments.

- 1. The product or services being purchased must perform a function for which no other product or source of services exists.** Campus Labs is the only vendor that can provide continuing services to our accreditation software. A continuation of their provide would seamlessly integrate and communicate with our existing Campus Labs products and provide the necessary data collection, management and analysis required.
- 2. The purchaser must be able to show specific business objectives that can be met only through the unique product or services.** We currently use the Campus Labs Accreditation module, Planning module, and Course Evaluation modules to maintain accreditation records, measure institutional effectiveness, track compliance with accreditation standards, and prepare accreditation reports. Our business objective is to continue to build on those functions.
- 3. The product or services must be available only from the manufacturer and NOT through resellers who could submit competitive pricing for the production or services.** Key components of expanding our current software capabilities include high levels of integration, consistent user interface, and data sharing capabilities with our Campus Labs solutions. There are no other resellers who can provide an accreditation module that would interface seamlessly with our existing accreditation software. (See attached Sole Source letter)

Sincerely,

Sharon Freeman, Ed.D.
Assistant Vice President

OFFICE OF INSTITUTIONAL RESEARCH AND EFFECTIVENESS

MVSU 7266 | 14000 Hwy. 82 West | Itta Bena, MS 38941-1400
662.254.3145 Phone | 662.254.3874 Fax
www.mvsu.edu





**OFFICE OF PURCHASING, TRAVEL AND FLEET MANAGEMENT
SOLE SOURCE DETERMINATION (SSD)**

(TO BE SUBMITTED TO OPTFM UPON COMPLETION OF RFIN)

AGENCY CONTACT INFORMATION SUBMITTING SOLE SOURCE DETERMINATION

Agency Name: Mississippi Valley State University
Agency Contact: Carla Williams Phone: 662-254-3320
Agency Contact Email Address: ctwilliams@mvsu.edu
RFIN #: _____

SOLE SOURCE INFORMATION (Part A)

Vendor: Anthology (formerly Campus Labs)
Vendor Contact: Regina Salas Phone: 202-303-9003
Vendor Contact Mailing Address: 5201 Congress Avenue, Boca Raton, FL 33487
Vendor Contact Email Address: regina.salasmartinez@anthology.com
Vendor Contact Fax Number: 561-999-0096
Date Form Submitted: July 7, 2023 Commodity: Software
Other Description/Information: Course Evaluations and Planning
Total Value \$ _____

QUALIFYING INFORMATION (Part B)

Were any objections to the sole source determination regarding this commodity received by the Agency?

YES NO

If "yes", did the Agency appeal to PPRB? YES NO

What was the outcome of the appeal to PPRB? _____

**If Agency received no objections to sole source determination, complete entire form and submit with P-1 Request.
If PPRB approval received, please complete the remainder of this form and submit with P-1 Request. If PPRB did not approve, the Agency is required to submit the procurement of the commodity to an advertised competitive bid or selection process. Once competitive bid or selection process is complete, attach this form (SSD) as an internal attachment to P-1 request and do not complete (Part C).*

PPRB APPROVAL RECEIVED (Part C)

What efforts were made by the Agency to determine that the proposed provider is the only entity that can provide the commodity needed?

The software is an add-on to an existing product used by the university. Through internet searches we found there is no other vendor that provides the compatibility and integration necessary to work with our existing system.

What efforts were made to ensure the best possible price for the commodity was obtained?

When purchasing our previous Anthology software, MVSU reviewed several vendors and found them to be the most appropriate for our needs, at the most reasonable cost. In reviewing this add-on product for capability and cost, MVSU again identified Anthology because it is the most appropriate in terms of compatibility. In addition, MVSU was able to get the add-on product at a discounted price.

Why is the commodity the only one that can meet the needs to the Agency?

This product is the only one that can meet our needs because it is designed to integrate seamlessly with the existing software platform we currently use. It is the only compatible system that exists that is compatible and would not require an extensive amount of costs related to re-programming, training, and trying to force it to meet our needs.

Why is the amount expended for the commodity reasonable?

The amount is reasonable because it offsets the cost of purchasing an entirely new software platform. Instead, we are able to add-on to our existing software and extend its capabilities for our needs. The cost of our existing product was already shown to be reasonable in that the original purchase was already approved.

We are simply adding another reasonably priced product to an existing reasonably priced product.

The following items must be attached to your P-1:

1. Letter from Agency head, or designee, outlining the results of the procedures that have been detailed above.
2. Copy of SSD form and any accompanying documents.
3. Copy(s) of OSS, if applicable.
4. Original quote, signed by Vendor. Electronic quotes do not require the signature of the Vendor.

See 31-7-13(b) or 3.108.03.1 of Procurement Manual.

