



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:

Sole Source LibApps Project

Requester and Requesting Department:

Mantra Henderson
James Herbert White Library

Date:

9/9/2023

Bid No.

VSRB 1001045

Number of Pages

7

Change Order:

Original

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.

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 29, 2023 @ 2:00 p.m.

Mississippi Valley State University

Carla J. 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 waiver any irregularities that may appear in the Bids/Proposals specifications.

| ITEM | QUANTITY | DESCRIPTIONS | UNIT PRICE | TOTAL NET PRICE |
|---|----------|--|------------|-----------------|
| | | See Attachment for Sole Source 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: <input style="width: 100%;" type="text"/></p> <p>Date: <input style="width: 100%;" type="text"/></p> <p>Phone/Fax: <input style="width: 100%;" type="text"/></p> <p style="text-align: center; margin-top: 10px;">Official Signature:</p> | <p>Company Quoting</p> | <p>Name: <input style="width: 100%;" type="text"/></p> <p>Address: <input style="width: 100%;" type="text"/></p> <p>City, State: <input style="width: 80%;" type="text"/> <input style="width: 20%;" type="text"/></p> <p>Zip Code: <input style="width: 80%;" type="text"/></p> |
|--|-------------------------------|--|



ADVERTISEMENT FOR SOLE SOURCE

**Mississippi Valley State University
Software Platform Project
Itta Bena, Mississippi**

Sealed bids for the **Mississippi Valley State University Software Platform Project** 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 29, 2023**, and thereby publicly opened and read.

RFx: 3160006170

The Sole Source platform consists of Software platform that allows us to communicate with our users virtually, to curate knowledge and share information, organize class and subject specific resources, to increase the usage of library's resources and content by showcasing them in LibGuides and to ensure that users get the answers they need, whenever and wherever by embedding LibChat and "Ask Us" widgets into the library's webpage. For the Sole Source information visit our webpage at:

www.mvsu.edu/purchasing. Click on Current Bids and scroll down to the bottom of the page. Find VSRB-1001045 and click on it.

For information or questions concerning the Computer Software Project contact Dr. Mantra Henderson via email at mlhenderson@mvsu.edu. All questions will be answered and posted as an addendum to www.mvsu.edu/purchasing under current bids.

PART 1 - 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

September 14, 2023

September 21, 2023



MISSISSIPPI VALLEY STATE
UNIVERSITY.

September 5, 2023

Mrs. Carla Williams
Purchasing Office
Mississippi Valley State University
14000 Hwy 82 W
Itta Bena, MS 38941-1400

Dear Mrs. Williams:

In attempting to acquire software that allows the library to thrive in a digital-first world while providing amazing service to our patrons, the James H. White Library has met the following criteria for sole source purchases and included necessary attachments.

- 1. The product of services being purchased must perform a function in which no other product or service exists.** Springshare is the only vendor that can provide a digital platform that can provide the library with the ability to help library users find resources and information digitally, ensure users' questions are answered 24/7, maximize the use of library services, promote library services, events, and spaces, analyze library statistics for better decision making.
- 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 Springshare LibApps software platform to effectively communicate with our users virtually, to curate knowledge and share information, organize class and subject specific resources, to increase the usage of library's resources and content by showcasing them in LibGuides and, to ensure that users get the answers they need, whenever and wherever by embedding LibChat and "Ask Us" widgets into the library's webpage.
- 3. The product of services must be available only from the manufacturer and NOT through resellers who could submit competitive pricing for the product or services.** Springshare's LibApps software platform, which consists of LibGuides, LibAnswers, LibCal, LibWizard, LibInsight, LibStaffer, and LibCRM, is unique to Springshare with no other company offering the product or services available from Springshare (please see accompanying sole source letter).

Sincerely,

Mantra Henderson
Mantra Henderson, MLIS
Director, JH White Library

Enclosure: Springshare Sole Source Letter

JAMES HERBERT WHITE LIBRARY

Springshare LLC
801 Brickell Ave, Suite 900
Miami, FL 33131
Phone 1-800-451-3160
Fed. EIN: 27-3852735

September 5, 2023

To Whom It May Concern,

Springshare, an Internet software company focusing on the library market, is the creator of LibApps software platform, consisting of LibGuides (along with E-Reserves module for LibGuides), LibAnswers, LibCal, LibWizard, LibInsight, LibCRM and LibStaffer knowledge sharing and web 2.0 publishing tools. The LibApps platform functionality is unique in this marketplace; no other company offers a product or a service that matches it. No knowledge of HTML or web programming is required to create content in LibApps, and Springshare's widgets enable distribution of library-created content on any website. Springshare's unique SEO approach ensures that the library content is indexed in all major search engines and is highly placed in search results.

In addition, the LibGuides, LibAnswers, and LibCal community sites (<https://community.libguides.com>, <https://community.libanswers.com>, <https://community.libcal.com>) aggregate all content from our member libraries enabling librarians to browse and share content among different institutions. The LibApps web publishing tools (LibGuides, E-Reserves, LibAnswers, LibCal, LibAnalytics, and LibStaffer) fully integrate and share content and resources between each other. These tools are only available to our subscribing libraries.

For these reasons, we believe Springshare to be the only company that can provide libraries with the online knowledge sharing and content publishing solutions uniquely tailored to their needs.

Springshare is the sole source provider of the LibApps platform consisting of LibGuides, E-Reserves, LibAnswers, LibCal, LibInsight, LibWizard, LibCRM, and LibStaffer Platforms.

Best regards,



Slaven Zivkovic
President and CEO
Springshare LLC



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 - James H. White Library
Agency Contact: Mrs. Carla Williams Phone: 662-254-3320
Agency Contact Email Address: ctwilliams@mvsu.edu
RFIN #: _____

SOLE SOURCE INFORMATION (Part A)

Vendor: Springshare, LLC
Vendor Contact: Matt Bertone Phone: 831-234-5953
Vendor Contact Mailing Address: 801 Brickell Ave. Floor 8 Miami, FL 33131-2951
Vendor Contact Email Address: matt@springshare.com
Vendor Contact Fax Number: 646-417-6439
Date Form Submitted: September 5, 2023 Commodity: software
Other Description/Information: software that enables the library to chat, text, and virtually communicate with users
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 library continues to search for other vendors who could potentially provide the same services offered by Springshare but can only locate vendors who can provide 2 or 3 of the services but not all of them.

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

Searched online and held telephone conversations with peers for comparable vendors to Springshare. While searching, library discovered that price comparison wise, the library would have to procure services from 3 other vendors just to get the same services offered by Springshare which is not cost effective.

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

Springshare is the only platform that allows libraries to provide more effective and efficient assistance to students (both online and on campus) in successfully completing their academic coursework. The software allows the library to reach all MVSU students irrespective of their attendance modality.

Why is the amount expended for the commodity reasonable?

The Springshare platform provides the best bang for your buck for libraries looking to thrive in a digital-first world and provide amazing real-time service to students.

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.

