



Notice of Intent to Certify Sole Source

To: Interested Parties

From: Craig P. Orgeron, Ph.D.

CC: ITS Project Number 45822

Date: May 26, 2020

Re: Sole Source Certification Number 4298 for hosting and support of the QS/1 Pharmacy System for the North Mississippi Regional Center (NMRC)

Contact Name: Jamaud Bell

Contact Phone Number: 601-432-8021

Contact E-mail Address: Jamaud.Bell@its.ms.gov

Sole Source Certification Award Details

Regarding Information Technology Services (ITS) Sole Source Certification Number 4298 for the North Mississippi Regional Center (NMRC), please be advised that ITS intends to award Smith Technologies, LLC, as the sole source provider of hosting and support of the QS/1 Pharmacy through December 31, 2021. Please be advised that ITS will determine if additional upgrades and support are within scope during the certification period and may increase the spending authority accordingly. Should Smith Technologies, LLC change their name during this certification period, then ITS will determine if a recertification is necessary. 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:

As the health industry moved toward electronic health records (EHR), interfacing other systems, such as pharmacy systems, became necessary. Long-term care facilities (LTC), including mental health sites, have unique needs. These needs include the flexibility of creating cycle orders to be filled daily, weekly, monthly, or via a calendar and provide documentation into the electronic health records of clients. The QS/1 Pharmacy System met and continues to meet these needs. In 2013, NMRC purchased the QS/1 Pharmacy System as a sole source in order to utilize these functionalities. 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:

The QS/1 Pharmacy System interfaces with the CoCENTRIX EHR system deployed by the Mississippi Department of Mental Health to provide documentation of client medication information. The system includes document imaging, allowing NMRC staff to scan prescriptions, orders, insurance cards, and face sheets to create digital files and attach them to the EHR system for ease of access while still ensuring HIPAA compliance. NMRC has made a business decision to continue to use the software. 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:

Smith Technologies, LLC is the only company that provides support and hosting services to QS/1 software programs. The Vendor's sole source certification letter is included as Attachment B.

Schedule

Task	Date
First Advertisement Date	05/26/20
Second Advertisement Date	06/02/20
Response Deadline From Objectors	06/09/20 at 3:00 P.M. Central Time
Notice of Award/No Award Posted	Not before 06/10/20

Project Details

In 2013, North Mississippi Regional Center, with certification from ITS, purchased the QS/1 Pharmacy System to interface with the CoCENTRIX electronic health records (EHR) for five years at a cost of \$81,621.00, using then approved Sole Source Certification procedures. In December 2018, ITS issued Sole Source Certification Number 4144 for hosting and support of the QS/1 Pharmacy System. ITS received no objections and a Software License & Maintenance was executed on May 6, 2019. NMRC received a letter detailing an internal corporate organization of QS/1 Data Systems' parent company and the transfer of the QS1 support and hosting service to Smith Technologies. This Notice of Intent to Certify Sole Source will change the vendor's name to Smith Technologies. To date, NMRC has been approved to spend \$109,102.00 on this system.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that the hosting and support of the QS/1 Pharmacy System for the North Mississippi Regional Center (NMRC) 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 Smith Technologies, LLC.

- 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, June 9, 2020 at 3:00 p.m. (Central Time) to Jamaud Bell at Jamaud.Bell@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 Jamaud Bell 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. 4298-45822
Accepted until June 9, 2020 @ 3:00 p.m.,
ATTENTION: Jamaud Bell

If you have any questions concerning the information above or if we can be of further assistance, please contact Jamaud Bell at 601-432-8021 or via email at Jamaud.bell@its.ms.gov.

- Attachment A: Customer Sole Source Certification Request
- Attachment B: Vendor Correspondence
- Attachment C: Sole Source Procurement Overview



Mississippi Department of
Information Technology Services

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

Sole Source Certification Request

Project Title: Assignment for QS1 to Smith Technologies			Stimulus (ARRA) Funds? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Customer Contact Information				
Agency/Public University: North MS Regional Center Address: 967 Regional Center Drive Oxford MS 38655			Contact Person: Jason Raby Phone: 662-513-7781 Email Address: jraby@nmrc.ms.gov	
MAGIC Customer Number (only required from state agencies): 700000272			Division/Dept: Handmail: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Project Summary Narrative Description of Project (include details of original acquisition if applicable): Request for the continued maintenance of the pharmacy system. QS/1 Data Systems has certified that it is the sole provider of the equipment, maintenance, hosting, and support of this system.				
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>	Initial Costs	Ongoing Costs	Time Constraints Item Needed by: Funds Expire:	Anticipated Lifecycle of Products/System (i.e. estimated years of effective use):
FY19-FY20			Discuss Funding (e.g. how much of needed funding is definite; total project budget; any matching or other non state funds) Funding is definite	
FY20-FY21				
FY21-FY22				
TotalTotal				
Acquisition Details				
Items Requested	Quantity	Description	Building Location(s)	
QS/1 Pharmacy Sys.		Maintenance/ongoing support	NMRC	
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: The QS1 system is hosted on-site at NMRC.				
Progress to Date: What has been done related to this project, including any communication with ITS staff (data/voice/procurement/other)? Received quote and sole source certification letter from vendor				
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: The QS/1 Pharmacy System interfaces with the CoCENTRIX EHR system deployed by the Mississippi Department of Mental Health to provide documentation of client medication information. The system includes document imaging, allowing NMRC staff to scan prescriptions, orders, insurance cards, and face sheets to create digital files and attach them to the EHR system for ease of access while still ensuring HIPAA compliance. NMRC has made a business decision to continue to use the software.				
Explain why these products or services are the only ones that can meet your needs (include unique features/special functionality): As the health industry moved toward electronic health records (EHR), interfacing other systems, such as pharmacy systems, became necessary. Long-term care facilities (LTC), including mental health sites, have unique needs. These needs include the flexibility of creating cycle orders to be filled daily, weekly, monthly, or via a calendar and provide documentation into the electronic health records of clients. The QS/1 Pharmacy System met and continues to meet these needs. In 2013, NMRC purchased the QS/1 Pharmacy System as a sole source in order to utilize these functionalities.				
Explain why the source is the only entity that can provide the products or services (Include other products/vendors researched or evaluated): Smith Technologies is the only company that provides support and hosting services to QS/1 software programs.				
Vendor's Certification of Sole Source attached: X <input type="checkbox"/> Yes <input type="checkbox"/> No Vendor's proposal submitted: X <input type="checkbox"/> 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		
Vendor Name: Smith Technologies		Vendor Name: Smith Technologies.		
Vendor Address: 201 West Saint John Street, Spartanburg, SC 29306		Vendor Address: P.O. Box 6052, Spartanburg, SC 29306		

By my signature, I certify that, to the best of my professional knowledge: the requested product or services are a sole source as outlined in the ITS Procurement Handbook, Rule 207.2:013-030 Procurement Types: Sole Source, and as outlined in Mississippi Code annotated Section 31-7-13. In addition, I acknowledge that there is a charge for ITS procurement services associated with this request which will be billed to the requestor by ITS and that my agency/public university is responsible for these charges/costs.


Name (Agency Head or Public University CIO)/Title


Signature Date 5/26/20



February 24, 2020

VIA EMAIL: Jamaud.Bell@its.ms.gov

North Mississippi Regional Center
967 Regional Center Drive
Oxford, MS 38855
ATTN: Edith M. Hayes, Director

RE: Software License and Maintenance Agreement by and between Mississippi Department of Information Services and J M Smith Corporation d/b/a QS/1 Data Systems, ("ASSIGNOR") dated September 1, 2018, to certify Sole Source Number 4144 (the "Contract")

Dear Sir or Madam:

ASSIGNOR has completed an internal corporate reorganization pursuant to which all assets and liabilities associated with the technology business of J M Smith Corporation have been transferred to a wholly owned subsidiary of the J M Smith Corporation known as Smith Technologies, LLC ("ASSIGNEE"). The mailing address and point of contact shall remain the same. The reorganization was effective as of July 19, 2019. Accordingly, ASSIGNOR would like your written consent to assign each of the above-referenced Contracts to Smith Technologies, LLC.

Please be advised that Smith Technologies is the only company that provides support and hosting services to QS/1 software programs. All orders should be submitted via fax or mail to: 201 West Saint John Street, Spartanburg, SC 29306, 864-253-8690 (fax). Our remittance address is P.O. Box 6052, Spartanburg, SC 29306.

Please evidence your consent to this assignment by having an authorized representative sign where indicated below. We would ask that you return a copy of the executed consent via electronic mail to Jeff Spires at jeff.spires@smithtech.com and return the original in the enclosed, self-addressed envelope.

If you have any questions with respect to the consent, please contact me or Jeff Spires at jeff.spires@smithtech.com. Thank you in advance for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brent Thomasson', written over a horizontal line.

Brent Thomasson
Vice President
Smith Technologies, LLC

SMITH Technologies PO Box 6052 Spartanburg, SC 29304
QS/1 | INTEGRA | POWERLINE | PUBLIC

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

Attachment C

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.

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.