

Notice of Intent to Certify Sole Source

To: Interested Parties

From: Craig P. Orgeron, CPM, Ph.D.

CC: ITS Project Number 49164

Date: November 4, 2025

Re: Sole Source Certification Number 4722 to provide a cloud-based, medical education software platform for the University of Mississippi Medical Center (UMMC)

Contact Name: Jake Alexander

Contact Phone Number: 601-432-8090

Contact E-mail Address: Jake.Alexander@its.ms.gov

Sole Source Certification Award Details

Regarding Information Technology Services (ITS) Sole Source Certification Number 4722 for the University of Mississippi Medical Center (UMMC), please be advised that ITS intends to award MedHub LLC, as the sole source provider of a cloud-based, medical education software platform through February 28, 2029, in an amount not to exceed \$830,001.00. Please be advised that ITS will determine if additional subscriptions, enhancements, upgrades, and support are within scope during the certification period and may increase the spending authority accordingly. Should MedHub 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 B: 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 exists:

The MedHub System is a cloud-based, workflow solution that supports the activities, evaluation, and performance of students, residents, and faculty. The MedHub System offers an unparalleled collection of healthcare education components serving a broad spectrum of the healthcare education market that cannot be found in any other single solution. The MedHub System is a student and course evaluation program that specifically provides and integrates the following processes into one system: curriculum mapping, student scheduling, student evaluations, faculty evaluations, course evaluations, tracking of clinical experiences and procedures for individual students, and tracking of evaluation completion. All of these processes are required to be completed by the School of Medicine (SOM) to provide

a coherent and orderly educational program. Faculty, students and residents are all able to use the unified system with a single log-in and system URL.

2. The purchaser must be able to show specific business objectives that can be met only through the unique product or services:

The MedHub System addresses the need for a centralized process to manage student data and information for the educational program within the SOM. MedHub is used by the Office of Graduate Medical Education (GME) to track all Trainee (Resident/Fellow) information and the Office of Undergraduate Medical Education (UME) for the SOM Assistant Dean of Academic Affairs and Senior Education Administrator. It allows for the capability to monitor evaluations and ensure compliance of trainees and training programs to satisfy standards set forth by their accrediting bodies, the Accreditation Council for Graduate Medical Education and Liaison Committee on Medical Education. MedHub houses everything from work hours to trainee's demographics, certifications, and salaries. It provides UMMC with a platform to house their GME Committee information, Annual Program Evaluations, Program Letters of Agreement for each program, reviewed by the Resident Research and Scholarship Council.

In addition, the MedHub System provides a curriculum mapping function for the educational program and schedule management for all clinical students. The curriculum mapping function is critical for the management, sequencing, evaluation, and implementation of each component of the curriculum. Schedules for clinical clerkships and rotations are completed for all clinical students through the schedule optimization component. These schedules are maintained in the system and allow appropriate sequencing of the student evaluations.

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 MedHub System is a unique, proprietary, and custom software application that provides features and services not available anywhere else. It offers an unparalleled collection of healthcare education components serving a broad spectrum of the healthcare education market that cannot be found in any other single solution. The MedHub product is only available directly from MedHub LLC and is not available through any resellers. The Vendor's sole source certification letter is included as Attachment A.

Schedule

Task	Date
First Advertisement Date	11/4/25
Second Advertisement Date	11/11/25
Response Deadline From Objectors	11/19/25 at 3:00 P.M. Central Time
Notice of Award/No Award Posted	Not before 11/20/25

Project Details

Beginning March 2016, UMMC, without ITS involvement, certified MedHub as a sole source on an annual basis with \$455,100.00 spent up to that date. In March 2021, ITS began issuing Notice of Intent to Certify Sole Source for MedHub System subscriptions for Undergraduate Medical Education (UME) programs, and a SaaS Agreement was executed in April 2021. In 2023,

Graduate Medical Education (GME) subscriptions were added to the contract with MedHub. To date, UMMC has spent a total of \$1,513,646.67 on this platform and now wishes to renew their UME and GME subscriptions through February 28, 2029.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that the cloud-based, medical education software platform 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 MedHub 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 Wednesday, November 19, 2025, at 3:00 p.m. (Central Time) to Jake Alexander at Jake.Alexander@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 Jake Alexander 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. 4722-49164 Accepted until November 19, 2025 @ 3:00 p.m., ATTENTION: Jake Alexander
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If you have any questions concerning the information above or if we can be of further assistance, please contact Jake Alexander at 601-432-8090 or via email at Jake.Alexander@its.ms.gov.

Attachment A: Vendor Correspondence

Attachment B: Sole Source Procurement Overview



April 2025

To whom it may concern at University of Mississippi Medical Center,

This document was prepared to support the sole source justification of the eValue System and may be used to support required documentation for the timely deployment or continuation of the solution at your institution. MedHub, LLC makes no claims about competing systems, other than to represent that we believe our solutions are unique to the healthcare education marketplace in providing an enterprise-wide model to manage complexity and variability other systems were never built to handle.

OVERVIEW

In February of 2015, Ascend Learning, LLC -the parent company for eValue, acquired MedHub, Inc. (which owned the MedHub System) and subsequently thereafter, the company known as MedHub, Inc. began operating as a single company, MedHub, LLC.

MedHub, LLC, manages two products – the MedHub System and the eValue System. Our corporate headquarters are located in Minneapolis, MN:

MedHub, LLC

510 Marquette Avenue S.

3rd Floor

Minneapolis, MN 55402

612-253-0130

SOLE SOURCING STATEMENT

The MedHub System is a Software as a Service (SaaS) provider that supports the activities and performance of individuals (residents, students, and faculty). This is a unique, proprietary and custom software application that provides features and services not available anywhere else. The MedHub System offers an unparalleled collection of healthcare education components serving a broad spectrum of the healthcare education market that cannot be found in any other single solution. The MedHub product is only available directly from MedHub LLC, and is not available through any resellers.

A handwritten signature in black ink, appearing to read "Mike DeSimone".

Mike DeSimone

Segment Leader, Medicine

mike.desimone@medhub.com

Attachment B

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 A.

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 \$75,000 (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.

Other than the delegations outlined above, all sole source technology procurements must be certified by ITS.

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.