



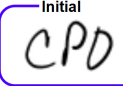
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Craig P. Orgeron, CPM, Ph.D., Executive Director

Notice of Intent to Certify Sole Source

To: Interested Parties

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

CC: ITS Project Number 49750 

Date: September 22, 2026

Re: Sole Source Certification Number 5019 to provide Laboratory Information Management System (LIMS) software maintenance and support for the Mississippi Department of Environmental Quality (MDEQ).

Contact Name: Matthew Livingston

Contact Phone Number: 601-432-8244

Contact E-mail Address: Matthew.Livingston@its.ms.gov

Sole Source Certification Award Details

Regarding Information Technology Services (ITS) Sole Source Certification Number 5019 for the Mississippi Department of Environmental Quality (MDEQ), please be advised that ITS intends to award Labworks, LLC as the sole source provider of Laboratory Information Management System (LIMS) software maintenance and support through June 30, 2029, in an amount not to exceed \$105,087.00. Please be advised that ITS will determine if additional products or services are within scope during the certification period and may increase the spending authority accordingly. Should Labworks, 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 exist:

Labworks, LLC has been MDEQ's Laboratory Information Management Solution (LIMS) provider for more than 19 years. The LIMS software requires maintenance and support that can only be provided by Labworks, LLC. Labworks continues to support MDEQ's needs by enhancing its existing products and developing new products that improve laboratory efficiency and productivity. These improvements include new features, as well as advancements in performance, functionality, and alignment with current hardware and software industry standards. The LIMS software has been uniquely customized to meet the measurement, scientific

analysis, and inspection requirements enabling accurate reporting to the Environmental Protection Agency (EPA), while also completely integrating seamlessly with existing applications. Some of the unique features are:

- **DataViewer – Excel Style Notifications, Trend Comparison, Filters**
- **ResultsEntry – GOTO, Manual Date, XL C**
- **Sample Modify – Recalculate Due Dates**
- **QA Batching – Objects attached, Barcode to Add**
- **Exception Trail – Hold Time Violations**
- **Cross Reference – Search Comments**
- **Process Scheduler – Analysis View – QA Batch Info**
- **Crystal Report Technology – allows MDEQ to create reports that assist in the lab's day to day activities**

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

MDEQ has a laboratory in Pearl, MS which employs scientists and analysts who examine water samples, soil samples, and other environmental elements to determine the levels or absences of contaminants. The LIMS is used to manage and correlate the data to make these determinations. The Labworks LIMS software also provides the functionality needed to integrate with existing MDEQ applications .

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:

Labworks, LLC is the developer and sole distributor of Labworks software and does not have any distributors or resellers due to the complex nature of the product. Labworks, LLC is the sole source of Labworks LIMS software, upgrades, instrument interfaces, support, training, and services. The Vendor's sole source certification letter is included as Attachment A.

Schedule

Task	Date
First Advertisement Date	09/22/26
Second Advertisement Date	09/29/26
Response Deadline From Objectors	10/06/26 at 3:00 P.M. Central Time
Notice of Award/No Award Posted	Not before 10/07/26

Project Details

MDEQ originally procured the Laboratory Information Management System (LIMS) in 2002, using then approved sole source procedures. In July 2018, ITS issued Notice of Intent to Certify Sole Source Number 4119 for LIMS conversion services, maintenance, and support. An objection was received. The objection was reviewed; however, ITS determined that it was for a replacement system. MDEQ made a business decision not to replace the current system. Although the database was converted from Oracle to Microsoft SQL, the application remained intact.

In May 2021, ITS issued Notice of Intent to Certify Sole Source Number 4381 to provide Laboratory Information Management System software and support. No objections were received. In November 2023, ITS, on behalf of MDEQ issued Request for Proposals (RFP) Number 4422 for a Laboratory Information Management Solution. Due to cost factors and the potential downtime of certain aspects of the laboratory, MDEQ made the decision to cancel the RFP and to not replace the current system. As a result, sole source certification number 4381 remained

valid until June 30, 2024. In June 2024, MDEQ executed a Professional Services Agreement with Labworks, LLC for software maintenance and support of the existing LIMS system for a two-year term without ITS involvement. MDEQ now seeks to procure the software maintenance and support necessary to sustain the existing LIMS system. The total expenditure to date is \$522,069.63.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that the Laboratory Information Management System (LIMS) software maintenance and support 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 Labworks, 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, October 6, 2026, at 3:00 p.m. (Central Time) to Matthew Livingston at Matthew.Livingston@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 Matthew Livingston 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. 5019-49750 Accepted until October 6, 2026 @ 3:00 p.m., ATTENTION: Matthew Livingston
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If you have any questions concerning the information above or if we can be of further assistance, please contact Matthew Livingston at 601-432-8244 or via email at Matthew.Livingston@its.ms.gov.

Attachment A: Vendor Correspondence

Attachment B: Sole Source Procurement Overview

Attachment A



LABWORKS, LLC
3301 N Thanksgiving Way
Ste 125
Alpine, UT 84043
Phone: 844 452-2967

August 7, 2026

Mississippi Department of Environmental Quality
515 E. Amite Street
Jackson, MS 39201

To whom it may concern:

This is to certify that we are the developer and sole distributor of LABWORKS software. We do not have any distributors or resellers due to the complex nature of our product. We are the sole source of LABWORKS LIMS software, upgrades, instrument interfaces, support, training, and services.

If you have any questions, please do not hesitate to contact me directly 201 358-6827.

Sincerely,

A handwritten signature in black ink, appearing to read 'Claudia Lukac Nye'.

Claudia Lukac Nye | Director of Client Services
LABWORKS LLC
Phone: +1 201 358.6827 | Fax: +1 201.358.1992
www.labworks.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.