

Proposed Sole Source Purchase Form

For all proposed sole source requirements equal to or greater than \$20,000.00, the Requester is to complete this form to support the sole source nature of the requirement and submit to the Purchasing Department with the requisition.

Additionally, pursuant to New Mexico Procurement Law, the ENMU-Roswell Purchasing Department is required to post all proposed sole source requirements greater than the Formal Bid Limit on the ENMU-Roswell Sunshine Portal for 30 days prior to purchase of goods or services (additional pages may be attached, if necessary).

1. GENERAL INFORMATION.

Date of request: 11/29/2017

Name of Requester: Linda Neel Title: Executive Director of Student Services

Department: Student Services/Admissions and Records

Contact Information (phone/email): 575-624-7142 / Linda.neel@roswell.enmu.edu

Proposed Vendor: Evisions

Estimated Dollar Amount: \$ 80,300

Description of goods/services to be acquired: Consulting Support for Credit Hour Adjustments

Reason for Purchase: Consulting Support for ARGOS/Banner report development and delivery

2. BASIS FOR SOLE SOURCE PURCHASE (Choose applicable box(es) and provide additional information).

A. Proprietary item, technology, service, only available from the proposed vendor (describe propriety component).

Argos is the only web-based ad hoc access and report output tool designed for easy operation by end users, built specifically for Ellucian Banner clients and higher education. No other vendor makes a Banner-specific web-based reporting tool.

B. Compatibility requirement with existing item, technology, service (describe proprietary component).

Argos was developed by Evisions, and their consultants are specifically and highly trained to support the development and delivery of technical and functional services related to the implementation and use of the Argos tool.

C. Renewal of support/maintenance/subscription of software, technology or other intellectual property (provide description)

Requesting additional consulting support for the development and delivery of reports, plus support for a special project involving Banner Student and Human Resources functionality, along with Argos report development.

D. Other basis for Sole Source (provide description).

3. SUPPLEMENTAL DETAILS (Provide additional information as requested below)

A. Describe in detail the unique capabilities of the proposed vendor's goods/services and/or personnel performing the work and why this constitutes the only source. Focus on what is unique about the goods/services and why no other vendor could meet your needs.

Argos is the only web-based ad hoc access and report output tool designed for easy operation by end users, built specifically for Ellucian Banner clients and higher education. No other vendor makes a Banner-specific web-based reporting tool. Argos has a cooperative of reports that allows institutions to quickly begin using Argos. Argos was developed by Evisions, and their consultants are specifically and highly trained to support the development and delivery of technical and functional services related to the implementation and use of the Argos tool.

B. Describe the due diligence made to locate other possible sources including communications with other universities, communications with similar providers, web searches, yellow page searches, review of advertisements and trade publications, etc.

Contact was made with institutions in New Mexico (NMJC & ENMU-Portales) known to use the Argos reporting tool with Banner. ENMU-Portales indicated that they had contracted with SIG for Argos implementation. NMJC did not utilize any consulting support for implementation of Argos or for report development.

Searches were also conducted on the websites of other known vendors that support the Banner Software. One search returned no results for Argos consulting support, and the other returned Evisions as the first two recommended links.

C. List the other vendors who were contacted. Describe the specs/qualifications/criteria that the other vendors were unable to satisfy.

Strata Information Group (SIG) – Search within SIG's website for Banner/Argos consulting support returned no results. Also contacted the regional sales representative – no response from them has been received at this time.

Ellucian – internet search returned one article regarding their partnership with Evisions to provide reporting tools, but no return on available consulting services for Argos.

 11/29/2017
Requester Signature Date