



Application for Determination of Sole Source Procurement

This form, *with one or more categories completed*, must accompany a purchase requisition for equipment, supplies or services exceeding \$20,000. Select the category or categories appropriate for this procurement. Attach all documentation necessary to support the application. Procurements of \$20,000 and greater shall be posted to the NM Tech Purchasing website for the mandatory thirty (30) day period per NMSA 13-1-126.1

Requesting Department:	President	End User's Name:	Dr. Stephen Wells
Proposed Contractor:	EAB	Estimated Cost:	\$104,366.00
Product Description:	Global Research Partnership	Date:	11/17/2022

I am requesting a sole source procurement based on the following reasons:

- Compatibility of existing equipment or supplies; provide details in *Explanation*. Include manufacturer, model number and NMT PCN of existing equipment.
- Item specifically required for use in conjunction with grant or contract. Attach applicable grant or contract page and provide justification of why it is required for grant / contract and why other substitutes are not acceptable.
- Requirement is of a proprietary / copyright / licensing nature which is explained below.
- The requested product has unique design / performance specifications or quality requirements which are essential to my work, research protocol or teaching needs, and are not available in comparable products. Please discuss this uniqueness / performance below.
- NMT Staff has specialized training and / or extensive experience. Retraining would incur substantial cost in money / time as explained below.
- I have contacted other suppliers or service providers identified below and have considered their product, however, their products / services are not acceptable because they are lacking one or more technical capabilities as discussed below.
- The requested product is essential in maintaining / continuing experiments. Other investigators have used this product in similar research and for comparability of results, I require it.
- Contractor is the sole manufacturer and sole distributor and has unique features / characteristics not available from other sources (provide explanation and attach applicable documents).
- Product is a prototype; contractor offers a trade-in allowance; availability of service, parts or maintenance as discussed below.

Explanation: see attached documentation

By signing below, requestor certifies that the information provided is accurate to the best of their knowledge.

	Dr. Cleve McDaniel	11/17/22
End User Signature (actual signature required)	Printed Name	Date
Chief Procurement Officer (signature required)	Date	

For use by Purchasing:

Date application received in purchasing: 11/17/2022 NMT Web Posting date: 11/17/2022 expiration date: 12/16/2022

X• **Neither UNM or NMSU has ever required an RFP for their respective, research-based memberships with EAB; instead, all agreements have been approved after positive Determinations for Sole Source.**

- Based on a brief market assessment, EAB appears to be the only firm to have dedicated a significant amount of time (over 10 years) and staff (280+ full-time researchers) solely to the study and development of higher education best practices. In other words, it is a human resource based process rather than solely technology based services. Other firms may claim, for example, that an online forum or a collection of briefs produced from their limited number of customers represent a study of best practices, but this appears not to be the same depth as EAB.
- In addition to EAB, UNM and NMSU use Hobson “technology” approach to some services. Hobsons’ Starfish, by their own description on their website, is an enterprise (technology) success platform.” Accessible with a single login to an institution’s student information system, portal system or learning management system, Starfish is a collection of two software systems. Starfish EARLY ALERT is an early-warning and student-tracking system that makes it possible for instructors, advisors, and academic staff to identify at-risk students in real time. Starfish CONNECT, an education support networking and case management system, helps students access a personalized contact list of instructors, advisors, and counselors who are dedicated to helping them succeed.” These enterprise systems and their services are technology based and not human resource based such as EAB in terms of the Global Research Partnership.
- While EAB does, in fact, have student success technology and set of consulting services, known as Navigate, this is a completely different set of resources from the Global Research Partnership proposed for NMT.