

## 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: 3/1/2018**

**Name of Requester: Jesse Davis**

**Title: EMS Program Director**

**Department: Health/EMS**

**Contact Information (phone/email): 575-624-7076**

**Proposed Vendor: FISDAP**

**Estimated Dollar Amount: \$30,000**

**Description of goods/services to be acquired:**

**Field/Clinical Scheduler**

**Testing Platform**

**Preceptor Training**

**Reason for Purchase:**

Students are required to schedule themselves for Field and Clinical rotations for the duration of their EMT, AEMT, and Paramedic Training. EMS students take their Unit Exams and Predicative exam using this platform. All preceptors are also required to complete a 4 hour preceptor training per accreditation guidelines and this is offered through FISDAP.

**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).

FISDAP is the only vendor that provides all of the components below in one package:

1. Laboratory Skills Tracker
2. Field Skills Tracker
3. Clinical Skills Tracker
4. Clinical Scheduler
5. Field Rotation Scheduler
6. Unit Exams
7. Comprehensive Exams (predictive of National Registry Certification Success)
8. Preceptor Training
9. Study Tools

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

Currently all EMS Programs in the State of New Mexico Utilize FISDAP for scheduling of field and Clinical scheduling. Many of the clinical sites and field sites are shared among institutions and this ensures that there is no overlap of students.

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

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

FISDAP also collects and manages all aspects required for CoAEMSP reporting for accreditation. Appendixes per CoAEMSP guidelines are generated based on the information that is placed in the reports.

This product and service is established in our curriculum and students are charged a fee through curriculum and instruction that purchases their account to FISDAP.

**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.

There is no other vendor that provide these services all in one package that meet CoAEMSP reporting requirements.

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 has been made with the other EMS programs in the state of New Mexico and all are actively using FISDAP for tracking. I have also researched the web to locate a vendor that offers all of these services matching what our curriculum is established as, however no vendor other than FISDAP offers all these items in 1 package.

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

Platinum education does not offer Preceptor Training and does not provide the extensive reports that FISDAP provides. No vendor has the ability to cross over to address the overlap of the students that already have FISDAP vs. their product to share schedules among programs.



Jesse N. Davis, MEd, NRP

3/5/2018