

## SOLE SOURCE DETERMINATION

The Purchasing Division has been requested to approve a sole source purchase for the commodity or service described below. Pursuant to West Virginia Code 5A-3-10c, the Purchasing Division is attempting to determine whether the commodity or service is a sole source procurement. If you believe your company meets the required experience and qualification criteria stated below, please e-mail the Purchasing Division Buyer at [shelly.l.murray@wv.gov](mailto:shelly.l.murray@wv.gov) with a copy to [w.michael.sheets@wv.gov](mailto:w.michael.sheets@wv.gov) to express your interest in the project. Please forward any and all information that will support your company's compliance with required qualification and eligibility criteria along with any other pertinent information relative to this project to the Purchasing Division no later than 1:30 PM on 11/29/2010.

**Requisition Number:** EDD346559    **Department/Agency:** Education

### **Detailed Description of Project:**

The West Virginia Department of Education (WVDE) is seeking update the Child and Adult Care Program (CACFP), National School Lunch Program (NSLP), Summer Food Service Program (SFSP) and Fresh Fruit and Vegetable Program (FFV) application, claiming, and evaluation software to continue us to be within compliance with USDA policy and procedures.

WVDE is also desires to enhance their ability to meet the State Agency administrative review requirements for the National School Lunch Program (NSLP), by documenting and tracking review activities electronically. The software needed will link the existing child nutrition database on the child nutrition program web site to a laptop implementation that will allow users to synchronize data from the WVDE's Application, Claiming, and Evaluation System. The software would allow reviewers to use the laptop software implementation without a connection to the internet or the K-12 wide area network.

*Technology:* The software will be implemented utilizing the technology currently used which includes Microsoft IIS and SQL Server. WVDE's IT department will facilitate the hosting of the system in conjunction with the CACFP, SFSP, NSLP and FFV modules already installed within the West Virginia IT department servers.

*Maintenance and Support:* The vendor will provide maintenance and support for the WVDE's Application, Claiming, and Evaluation System at a hourly rate.

**Proposed Sole Source Vendor:** *Colyar Consulting Group (CCG)*

**Specific Eligibility Criteria:** Specifically, components of the proposed software would have the capability to query directly within the existing database components to extract both data and processes thereby eliminating redundancy of efforts and costs. This product streamlines and eliminates processing errors by uploading directly to WV Financial Information Management System (FIMS) resulting in faster vendor payments.

Additionally an electronic Management Evaluation tool is desired that automates the federal program audits of the National School Lunch Program Sponsors. This tool will maintain electronic logs of all audits, findings, and corrective actions then create the required United State Department of Agriculture quarterly reports.

**Specific Qualification Criteria:** Due to the proprietary nature of the program already installed and in use, the database tables can't be freely transferred to another vendor. As a result, if we cannot access the information currently in our possession we would have to reinvest initial acquisition costs as well as training costs already incurred to the project. In addition the NSLP point of service interface would need to be rewritten at an estimated cost of \$5,000. An estimated 50 hours of IS&C development time was used to interface the existing system with FIMS to pay child nutrition program claims. Finally the system has over 1000 users that would need to be retrained at a significant cost if the legacy system is rebid and changed.

The propose vendor is uniquely qualified, because they have designed the sponsor application, reimbursement claim and management evaluation databases. The legacy system's databases are complex, interconnected, and apply approximately 1000 business rules to the various user activities.