

**Alcorn State University**  
**Notice of Proposed Sole Source Purchase**  
**SSP 2024-04**  
**RFx3150005700**

Alcorn State University anticipates purchasing the services/products listed below as a sole source purchase. Anyone objecting to this purchase shall follow the procedures outlined below.

1. Commodity or commodities to be purchased (make, model, description):

PEARS (Program Evaluation and Reporting System), developed by Canopy, is an essential tool that brings consistency to data collection and reporting in the SNAP-Ed program. PEARs is widely used by SNAP-Ed programs in 42 states and 14 statewide Extension programs.

It is important to highlight that PEARs stands out as the sole program enabling seamless data transfer to the Federal government's SNAP-Ed report submission system (N-PEARs). This integration streamlines reporting processes, ensuring accurate and efficient communication of program impact and outcomes. By utilizing PEARs, Alcorn State University can effectively contribute to the broader SNAP-Ed community and enhance its reporting capabilities.

Key features of PEARs:

1. Plan:

- Develop a Plan: Create action plans with outcome indicators and metrics.
- Professional Development Plans: Prepare professional development plans for team members.
- Survey Management: Build and manage surveys.
- Real-Time Tracking: Track program efforts in real-time, including direct and indirect education, partnerships, coalitions, success stories, policy changes, and more.

2. Evaluate & Report:

- Assess Progress: Evaluate and report program progress, implementation, and impact.
- Visual Impact Dashboards: Generate visual impact dashboards.

- Administrative Tools: Manage administrative tasks, including system tools for organizational administrators and annual performance reviews for staff.

3. Support:

- Client Success Team: Interact with Canopy's outstanding Client Success team.
- Virtual Training: Access virtual training sessions led by experienced professionals.
- Responsive Support: Benefit from phone and email support with fast response times.
- Documentation & Updates: Stay informed through detailed documentation and regular communication about new features and system updates.

2. Explanation of the need to be fulfilled by this item(s), how is it unique from all other options, and why it is the only one that can meet the specific needs of the department:

Need to Be Fulfilled:

- Data Consistency and Reporting: PEARS provides a robust platform for consistent data collection and reporting. It streamlines the process of tracking program efforts, including direct and indirect education, partnerships, coalitions, success stories, and policy changes.
- Efficiency: PEARS enables real-time tracking, reducing administrative burden and enhancing program efficiency.
- Professional Development: The system supports professional development plans for team members.

Uniqueness and Specificity:

- Integration with N-PEARS: PEARS is the only program that facilitates seamless data transfer to the Federal government's SNAP-Ed report submission system (N-PEARS). This integration ensures accurate communication of program impact and outcomes and is essential for the SNAP-Ed programs mandatory report submission requirements. No other program interfaces with N-PEARS system.
- Widely Adopted: PEARS is widely used by SNAP-Ed programs across 42 states and 14 statewide Extension programs, emphasizing its effectiveness and relevance.

Why PEARS Is the Only Choice:

- Comprehensive Solution: PEARS offers a comprehensive suite of features, including planning, evaluation, reporting, and support, in a manner that aligns with the specific expectations of the grant funding agency.
- Proven Success: Its successful implementation in other programs demonstrates its efficacy.
- Alignment with SNAP-Ed Goals: PEARS aligns seamlessly with SNAP-Ed objectives and the grant funding agency specifically insists that implementation partners use PEARS system.

3. Name of company/individual selling the item and why that source is the only possible source that can provide the required item(s):

Canopy: <https://canopyteam.org/pears/>

The company does not have resellers. Agreements are directly with Canopy.

4. Estimated cost of item(s) and an explanation why the amount to be expended is considered reasonable:

\$14,000

The amount is what the company quotes and there is no inexpensive alternative. This expense is factored in the SNAP-Ed program budget approved by the Federal funding agency and also the State of Mississippi agency in charge of the program.

5. Explanation of the efforts taken by the department to determine this is the only source and the efforts used to obtain the best possible price:

Canopy that developed and deployed this product, verified it would not be selling it through other agencies. Also, this is largely a “software as service” product. We also checked with our peer-implementation partners, including the University of Mississippi that has been a long term subscriber of PEARS.

Any person or entity that objects and proposes that the services/products listed is not sole source and can be provided by another person or entity shall submit a written notice to:

Mertha George

Purchasing Agent

[mgeorge@alcorn.edu](mailto:mgeorge@alcorn.edu)

Subject Line must read “Sole Source Objection”

The notice shall contain a detailed explanation of why the services/products is not a sole source procurement. Appropriate documentation shall also be submitted if applicable.

If after a review of the submitted notice and documents, ASU determines that the services/products in the proposed sole source request can be provided by another person or entity, then ASU will withdraw the sole source request publication from the procurement portal website and submit the procurement of the commodity to an advertised competitive bid or selection process.

If ASU determines after review that there is only one (1) source for the required commodity, then ASU will appeal to the Public Procurement Review Board. ASU will have the burden of proving that the services/products are only provided by one (1) source.

## ADVERTISEMENT

Alcorn State University anticipates purchasing the item (s) listed below as a sole source purchase.

### **SSP# 2024-04 PEARS Software**

Anyone objecting to this purchase as a sole source shall follow the link below for further instructions:

[https://www.ms.gov/dfa/contract\\_bid\\_search/Bid](https://www.ms.gov/dfa/contract_bid_search/Bid) under RFX #3150005700

Interested Parties who have reason to believe that the item (s) above should not be certified as a sole source should respond in accordance with instructions found at the link above no later than Friday, May 24, 2024, at 2:00 pm central standard time.

Questions and/or paper letter related to the notice should be submitted to:

Mertha George  
Purchasing Agent  
Alcorn State University  
1000 ASU Dr # 509  
Lorman, MS 39096  
mgeorge@alcorn.edu

Publication Dates :

May 03, 2024 & May 10, 2024