

Sole Source Determination

Miss. Code Ann. § 27-104-7(2)(o) and (4)

Section 3-206 of the PPRB Rules and Regulations

THE PROPOSED CONTRACT TERMS ARE ATTACHED TO THIS DETERMINATION.

Agency: Mississippi Forensic Laboratory (MSFL)

Proposed Sole Source Vendor: SNA International, LLC

Intended Contract Term: 3 Years

Anticipated Contract Amount: \$2,521,382.40

The personal or professional service offered in the contract is:

SNA International LLC provides staffing and enhances laboratory operations to build capacity and permanently reduce backlogs for government agencies.

The personal or professional service described above is the only one that can meet the needs of the agency because:

The Mississippi State Forensics Laboratory (MSFL) has had backlogs in Firearms and Drug testing that reached critical levels. SNA International, LLC, provides fully trained scientists in forensic disciplines that are capable of integration into the MSFL testing. Using the service of SNA International, LLC, has eliminated the drug test backlog and maintains sufficient turn-around-time (TAT) for our customers. While private laboratories offer outsourced testing services, the MSFL has determined that staffing and enhancing laboratory operations is the only reliable way to build capacity and permanently reduce the backlog.

The proposed sole source vendor is the only person or entity that can provide the required personal or professional service because:

SNA International stands out for its comprehensive expertise. SNA International offers the full suite of services required to support the MSFL, including toxicology, firearm analysis, tool mark identification, and chemistry-based forensic consultant services. In addition, SNA International is the only company certified by both CMMI and ISO specifically for the delivery and management of forensics, biometrics, and identity intelligence services. This dual certification demonstrates a commitment to maintaining quality in their service offerings and sets them apart from other vendors. Further, SNA's combination of historical knowledge of the MSFL standards and procedures; specialized certifications to ensure the delivery of quality forensics services; expertise with Justice Trax; experience supporting similar forensic operations; the number and type of SMEs to draw upon; and SNA's special screening and competency testing approach make SNA uniquely qualified to support this task.

Sole Source Determination

The Agency conducted the following market analysis in order to ensure that the service required was practicably available from only one source (any documentation relevant to the market analysis conducted should be attached to this determination):

The Mississippi Forensics Laboratory researched the market to identify the most suitable vendor for our forensic lab staffing project. Our research included analyzing the offerings, capabilities, and expertise of various service providers in the field. We also used a U.S. Government General Services Administration (GSA) schedule review to identify potential vendors. Through this evaluation, we discovered that SNA emerged as the only prime vendor capable of meeting our project requirements after conducting research for companies that provide services in the forensics area for lab staffing.

The amount to be expended for the personal or professional service is reasonable because:

Estimated Cost: \$2,521,382.40

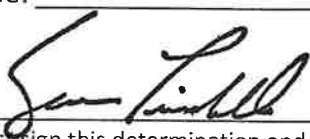
The services requested will maintain operations at the crime lab by providing five (5) forensic scientists trained in operations of the Mississippi Forensics Laboratory (MSFL). The MSFL saves time in the search, hire, and training of new or replacement forensic scientists to address our casework, specifically in our two largest disciplines: Firearms and Seized Drugs. The delivery of trained scientists by SNA has significantly impacted the MSFL operations and reduced the start-up time to results for the 5 forensic scientists provided. Additionally, consideration was given to the employee hours and costs required to package and ship the outsourced evidence to a contract laboratory.

The Agency conducted a noncompetitive negotiation with the proposed sole source vendor to obtain the best possible price on the personal or professional service by:

Negotiations were made with the vendor to address the funding required for the services. The quote was reviewed, MSFL rates reflect a discount from vendor GSA schedule rates and include 3% annual escalation in year 2 and 3.

Based on the foregoing, I have determined the intended vendor is the sole provider of the personal or professional services needed by the Agency. Pursuant to Miss. Code Ann. § 27-104-7(2)(o) and (4) and Section 3-206 of the PPRB Rules and Regulations, the Agency intends to award this contract through a sole source procurement.

Agency Head Name: Sean J. Tindell Title: Commissioner

Signature:  Date: 9-4-2024

The Agency Head must sign this determination and cannot delegate that authority to other Agency personnel.

Instructions to File an Objection to this Sole Source Determination:

Any person or entity who objects to the determination that the proposed vendor is the sole provider of the personal or professional services described herein should file an objection with the Agency and the Public Procurement Review Board (PPRB).

The objection must provide a detailed explanation of why the personal or professional service provider is not a sole source; identify the Agency; identify the proposed Sole Source Vendor; state the RFIN Number for the sole source determination and the date that determination was first published (if available); and identify the objecting party to include valid contact information by which the objecting party can be immediately reached by the Agency or the PPRB (or its staff).

The Agency is required to publicize the sole source determination for 14 days, after which parties who object to that determination have 7 days to file their objections. Timely submission of the objection is the sole responsibility of the objecting party, and the objecting party bears all risk regarding delivery of the objection. Objections received after the deadline will not be considered by the Agency or the PPRB.

Any such objection should be clearly labelled "OBJECTION TO SOLE SOURCE DETERMINATION" and should be submitted to the following persons:

For the Agency:

For the PPRB:

Public Procurement Review Board
c/o Brittney Thompson, Director
Office of Personal Service Contract Review
Mississippi Department of Finance and Administration

Hand Delivery:

501 North West Street, 7th Floor
Jackson, Mississippi 39201

U.S. Mail:

Post Office Box 267
Jackson, Mississippi 39205

Electronic Mail:

Brittney.Thompson@dfa.ms.gov
cc: OPSCR@dfa.ms.gov

Once an objection to the sole source determination is filed, the Agency may withdraw the sole source determination and competitively procure the service or appeal the objection to the PPRB. The Agency will have the burden to prove the proposed vendor is a sole source provider of the personal or professional services needed by the Agency. If the PPRB has any reasonable doubt as to whether the personal or professional service can only be provided by one source, then the Agency must competitively procure the service.

Sole Source Determination

Instructions for Completion and Publication of Sole Source Determination

Pursuant to Miss. Code Ann. § 27-104-7(2)(o) and (4) and Section 3-206 of the *PPRB OPSCR Rules and Regulations*, the Agency Head must determine in writing that only one source is available to provide a personal or professional service needed by the Agency (regardless of the cost of the service). This determination and the terms of the proposed contract must be published on the Procurement Portal¹ for 14 consecutive days. Any potential objectors have 7 days following the last date of publication to file an objection with the Agency (i.e. 21 days following initial publication).

OPSCR recommends that Agencies publish a full copy of the proposed contract with this determination. OPSCR further recommends that Agencies post this determination and the terms of the proposed contract on the Agency website concurrently with posting on the Procurement Portal.

The determination must provide the following required information:

1. The personal or professional service offered in the contract;
2. An explanation of why the personal or professional service is the only one that can meet the needs of the agency;
3. An explanation of why the source is the only person or entity that can provide the required personal or professional service;
4. Any market analysis conducted in order to ensure that the service required was practicably available from only one source;
5. An explanation of why the amount to be expended for the personal or professional service is reasonable; and
6. The efforts that the agency went through to conduct a noncompetitive negotiation to obtain the best possible price on the personal or professional service for the taxpayers.
7. Instructions to file an objection to the sole source determination (see page 3 of determination).

The Agency should maintain a copy of this determination in its procurement file, which will meet the requirements of Miss. Code Ann. § 27-104-7(4).

If no objections are filed, the Agency may submit the contract for PPRB approval using the process and timelines for all other personal and professional service contracts requiring PPRB approval. If an objection is filed, the Agency may either agree with the objector that the vendor is not a sole source and conduct a competitive procurement or appeal the objection to the PPRB 30 days prior to the next regularly scheduled PPRB meeting. The Agency will have the burden to prove to the PPRB that the vendor is a sole source. If the PPRB has any reasonable doubt as to whether the vendor is a sole source, the Agency shall conduct a competitive procurement.

The PPRB submits quarterly reports to the Committees on Accountability, Efficiency, and Transparency in the Mississippi State Senate and House of Representatives, which may request Agencies who have submitted sole source contracts to offer an explanation of those contracts by December 15 each year.

¹Throughout this document, any reference to the Procurement Portal refers to the Buying and Selling to Government in Mississippi website: https://www.ms.gov/dfa/contract_bid_search/Home/Sell. If you need assistance with posting to the Procurement Portal, contact the MIMRS helpdesk at mash@dfa.ms.gov.

Mississippi Forensic Laboratory
Notice of Proposed Sole Source Services
Sole source # 3150006970

The Mississippi Forensic Laboratory (MSFL) is seeking to procure Professional Forensics Service in managing and delivering forensics, biometrics, and identity intelligence services.

1. What is the professional service that is being requested to Sole Source?

SNA provides staffing and enhances laboratory operations to build capacity and permanently reduce backlogs for government agencies.

SNA GSA Labor	Labor Function	Number of Hours	SNA GSA Rate	MSFL Rate*	Projected Cost
Scientist 2	Controlled Substance Analyst/ Sr.	5,760	\$126.82	\$97.93	\$564,076.80
Scientific Researcher 4	Controlled Substance Analyst	3,840	\$66.20	\$65.53	\$251,635.20
Year 1					Projected Total \$815,712.00

SNA GSA Labor	Labor Function	Number of Hours	SNA GSA Rate	MSFL Rate*	Projected Cost
Scientist 2	Controlled Substance Analyst/ Sr.	5,760	\$130.62	\$100.87	\$581,011.20
Scientific Researcher 4	Controlled Substance Analyst	3,840	\$68.19	\$67.50	\$259,200.00
Year 2					Projected Total \$840,211.20

SNA GSA Labor	Labor Function	Number of Hours	SNA GSA Rate	MSFL Rate*	Projected Cost
Scientist 2	Controlled Substance Analyst/ Sr.	5,760	\$134.54	\$103.90	\$598,464.00
Scientific Researcher 4	Controlled Substance Analyst	3,840	\$70.24	\$69.53	\$266,995.20

Year 3		Projected Total \$865,459.20
3-year Project Summary		\$2,521,382.40

2. Please provide an explanation of why the professional service is the only service that can meet the needs of the agency.

The Mississippi State Forensics Laboratory (MSFL) has had backlogs in Firearms and Drug testing that reached critical levels. SNA International, LLC, provides fully trained scientists in forensic disciplines that are capable of integration into the MSFL testing. Using the service of SNA International, LLC, has eliminated the drug test backlog and maintains sufficient turn-around-time (TAT) for our customers. While private laboratories offer outsourced testing services, the MSFL has determined that staffing and enhancing laboratory operations is the only reliable way to build capacity and permanently reduce the backlog.

3. Please provide an explanation of why the vendor is the only vendor that can offer the professional service that can meet the needs of the agency.

SNA International stands out for its comprehensive expertise. SNA International offers the full suite of services required to support the MSFL, including toxicology, firearm analysis, tool mark identification, and chemistry-based forensic consultant services. In addition, SNA International is the only company certified by both CMMI and ISO specifically for the delivery and management of forensics, biometrics, and identity intelligence services. This dual certification demonstrates a commitment to maintaining quality in their service offerings and sets them apart from other vendors. Further, SNA's combination of historical knowledge of the MSFL standards and procedures; specialized certifications to ensure the delivery of quality forensics services; expertise with Justice Trax; experience supporting similar forensic operations; the number and type of SMEs to draw upon; and SNA's special screening and competency testing approach make SNA uniquely qualified to support this task.

4. Was any market analysis conducted in order to ensure that the service required was practicably available from only one source?

The Mississippi Crime Lab researched the market to identify the most suitable vendor for our forensic lab staffing project. Our research included analyzing the offerings, capabilities, and expertise of various service providers in the field. We also used a U.S. Government General Services Administration (GSA) schedule review to identify potential vendors. Through this evaluation, we discovered that SNA emerged as the only prime vendor capable of meeting our project

requirements after conducting research for companies that provide services in the forensics area for lab staffing.

5. Please provide an explanation of why the amount to be expended for the service is reasonable.

Estimated Cost: \$2,521,382.40

The services requested will maintain operations at the crime lab by providing five (5) forensic scientists trained in operations of the Mississippi Forensics Laboratory (MSFL). The MSFL saves time in the search, hire, and training of new or replacement forensic scientists to address our casework, specifically in our two largest disciplines: Firearms and Seized Drugs. The delivery of trained scientists by SNA has significantly impacted the MSFL operations and reduced the start-up time to results for the 5 forensic scientists provided. Additionally, consideration was given to the employee hours and costs required to package and ship the outsourced evidence to a contract laboratory.

6. Please explain the efforts the agency went through to conduct a noncompetitive negotiation to obtain the best possible price for the professional service.

Negotiations were made with the vendor to address the funding required for the services. The quote was reviewed, MSFL rates reflect a discount from vendor GSA schedule rates and include 3% annual escalation in years 2 and 3.

Any person or entity that objects and proposes that the Professional Forensics Service in managing and delivering forensics, biometrics and identity intelligence services listed is not sole source and can be provided by another person or entity should submit a written notice to:

Britney Wesley
Procurement Department
209 Allen Stuart Drive Floor, 3rd Floor Suite 3600
Pearl, MS 39208

The notice should contain a detailed explanation of why the service is not a sole source procurement, as well as, but not limited to the following information:

Interested Party Information

- Contact Name, Phone Number, and email address
- Company Website URL, if applicable

Objection to Sole Source Justification

- Interested parties must present specific objections to the Sole Source certification, including, but not limited to the following:
 - a) A description of the service that Interested Party believes is comparable to Forensics Service in managing and delivering forensics, biometrics and identity intelligence.
 - b) An explanation of why Interested Party's service can also meet the needs of the agency; and
 - c) A list of sources from which Interested Party's services may be procured.
- If Interested Party claims that the Forensics Service is available from a source other than SNA International, the objection must contain a written statement from SNA International that the Interested Party is an authorized distributor or reseller of Professional Forensics Service

This information should be provided no later than Monday October 5, 2026, at 5:00 pm local time. Response may be delivered by hand, via regular mail or overnight delivery.

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

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