

SOLE SOURCE JUSTIFICATION

A waiver from the competitive solicitation process may be granted when based upon operational compatibility with existing equipment, strong technological grounds, a unique and cost-effective feature requirement, or when it is clearly in the State's best interest.

1.) **Contract Amount:** \$ 27,325.75

2.) **Requested Supplier:** Accruent

3.) Description of Item/Service:

For the new Capers Hall Replacement building, Accruent will provide the proprietary software and interface with The Citadel's current EMS campus system. The Citadel is provided all software licenses, subscriptions, software releases and patches. Assistance through EMS support desk on all products is included.

4.) Establish the reasons The Citadel absolutely requires this specific Item/Service and the unique benefits that will be realized:

Accruent is the original provider, and no other local distributors exist. It is the sole provider of our licensed service, and it is the sole provider of items compatible with existing equipment, systems, inventory, and services.

5.) Explanation as to why no other supplier can offer a comparable Item/Service:

Accruent holds our software licenses for EMS 2020 products - EMS Floor Plans, EMS Kiosks, EMS Room Signs, prorated EMS Campus Connect Maintenance Service, and the cost of Time and Materials services (including installation, programming, testing, and training). EMS 2020 is an Accruent proprietary product utilized by The Citadel to provide space management, academic scheduling, event management, and room/building information.

Right to protest: If you are aggrieved in connection with the intended with the intended award of this project you may be entitled to protest, but only as provided in Section 11-35-420 (1) South Carolina Code of Laws.

Any intent to protest or actual protest must be submitted in writing to the Chief Procurement Officer, Materials Management Office

(a) via email to protest-mmo.sc.gov or

(b) via USPS or any other carrier to 1201 Main St. Suite 600
Columbia, SC 29201

I hereby certify that the above information is accurate and request that a waiver from the State mandated bidding process be approved for the procurement of the above stated equipment, commodity, or service.

Based on the determination above, the proposed procurement action described is being procured pursuant to the authority of Section 11-35-1560 of the South Carolina Procurement Code and 19-445.2105 of the Rules and Regulations, 1976 South Carolina Code of Laws.



SIGNATURE

14 Nov 2022

DATE

CAPT Jeff Lamberson; Vice President

PRINT NAME OF DEPARTMENT HEAD

Facilities & Engineering

DEPARTMENT

FOR PROCUREMENT SERVICES USE ONLY

APPROVED BY: _____
Director of Procurement Services

DATE: _____

APPROVED BY: _____
VP Finance & Business

DATE: _____

*VPFB signature only required for requests over \$100,000

GUIDANCE:

Section 3; Provide a description of the item or service being requested with sufficient detail so that it is clear to the reviewer of this form what is being sought and the purpose it serves.

Section 4; Detail the specifics about the item or service and explain how it is uniquely positioned to meet the need at The Citadel. This section should address the role that will be played by the item/service and how it is positioned to be the only option that will work in this scenario. Factual evidence must be presented to substantiate why this is the sole item/service that will work.

Section 5; Cite the reasons why alternatives would not be acceptable and how comparable products or services from other suppliers could not meet the need. Also, include details about the market research that was performed to substantiate the sole source request. Detail the specific, quantifiable facts as to why this type of item/service cannot be purchased from any other supplier.

The Drug-free Work Place certification must be obtained for sole source procurements greater than \$50,000.