

**JUSTIFICATION FOR
SOLE SOURCE PROCUREMENT**

Agency: The Citadel

Sole Source Vendor: The College Board

Based upon the following determination, Agency proposes to acquire the supplies, construction, information technology, and/or services described herein from the Vendor named above per S.C. Code Ann. §11-35-1560 and S.C. Regulation 19-445.2105, Sole Source Procurement.

Description of the Agency need that this procurement meets: Names and contact information of students who have taken the PSAT or SAT in order to recruit a qualified class each year to The Citadel. This is a one (1) Year agreement with four (4) options to renew. The total five year contract amount is estimated at \$500,000.00. Start of one year agreement is August 2024.

Description of market research Agency performed to determine the availability of products or services that would meet the Agency's needs: The data can only be acquired and purchased from College Board. The vendor is able to identify and provide names and contact information of students who make good candidates for recruitment to The Citadel based on the results of their tests. All higher education institutions purchase the data from this vendor, the data cannot be purchased from any other vendor.

Description of supplies, construction, information technology, and/or services Vendor will provide under the contract: Names and contact information for students who have taken the SAT and PSAT for recruitment for 5 years.

Detailed explanation why no other vendor's supplies, construction, information technology, and/or services will meet the needs of the Agency: The College Board is the only entity that administers the SAT and PSAT exams. They are the sole source owners of the results of these exams and the sole provider of these results to the appropriate member institutions. The Citadel annually requests and purchases names of student test takers based on the results of these tests who may become potential candidates for admissions.

Right to Protest: If you are aggrieved in connection 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@mmo.sc.gov or (b) vis USPS or any other carrier to 1201 Main St., Suite 600, Columbia, SC 29201

Authorized Signature

Printed Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.