

## 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:** \$

2.) **Requested Supplier:**

**3.) Description of Item/Service:**

Ellucian Intelligent Learning Platform (ILP) for Canvas is a data connector application that moves student/faculty enrollment and course information data from Ellucian Banner, our Student Information System (SIS) to our Learning Management System (LMS), Canvas.

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

Ellucian ILP is the only fully automated, integrated and supported data connector for Banner, our SIS.

Benefits realized include: automated, correct and secure data transfers from Banner to Canvas of student enrollment in all classes offered at The Citadel.

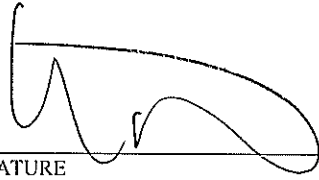
**5.) Explanation as to why no other supplier can offer a comparable Item/Service:**

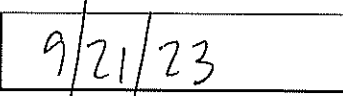
Ellucian is the only authorized vendor to provide services for which it is the exclusive licensor of numerous software products for the higher education marketplace. These products, collectively referred to as the "Ellucian Software," includes Ellucian's Intelligent Learning Platform. The Ellucian Software is fully developed, is integrated, and is licensed and maintained exclusively by Ellucian.

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

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

  
DATE

  
PRINT NAME OF DEPARTMENT HEAD

  
DEPARTMENT

**FOR PROCUREMENT SERVICES USE ONLY**

**APPROVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
Director of Procurement Services

**APPROVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
VP Finance & Business

\*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.