

JUSTIFICATION FOR EMERGENCY PROCUREMENT

Agency: The Citadel

Emergency Vendor: Weintraub Brothers Company, Inc.; Lion's First/Elbeco; A1-America; Sumter; Sartorous; BSN Sports; Tobacco Roads Tees; Atlanco; Vanguard; Irvin H Hahn Co; Bayly Inc.; Mister Anthony Ltd; Michael A. Hessberg; Century Glove; Milwaukee Glove Company; Rah-Rah Inc.; Sayre Enterprises; and Blue Star Webbing

Agency has contracted with or plans to contract with Emergency Vendor for the supplies, services, information technology, or construction described below per S.C. Code Ann. §11-35-1570 and S.C. Regulation 19-445.2110, Emergency Procurement.

Describe the nature of the emergency condition and the resulting immediate threat to public health, welfare, critical economy and efficiency, or safety that this procurement responded to: The Citadel, The Military College of South Carolina, has approximately 2,300 cadets in the Corps of Cadets that live within a military framework; they wear the cadet uniform, live in a barracks, and regularly take part in parades and drills. It is imperative that the continuing supply of articles of uniform be delivered on time and equal or superior in quality to those currently in use at The Citadel. There are no patterns for the cadet uniforms and supply chain limitations make it difficult to source and receive customized and highly specialized materials and supplies necessary to make our uniform items and deliver them prior to the arrival of the incoming freshmen class. Additionally, all materials required for the uniforms are not readily available off the shelf and are currently taking up to six months to receive. New vendors may not have access to the exact same materials, which could result in material variances among classes. The style and color of the uniforms should have uniformity for all classes from Freshmen to Seniors.

Description of the facts and circumstances giving rise to the above describe emergency condition and threat: For over twenty years, The Citadel has purchased uniform items under the commercial resale exemption. Following the audit in 2022 SFAA determined that uniform items must be solicited. Effective 1/31/2023 The Citadels new solicitation procedures for all of these items were approved by SFAA. Due to the newly established solicit procedures required for all stated items and the time frame needed to do so this emergency condition has evolved.

Basis for Selection of the Vendor – include a description of competition Agency conducted or will conduct, if any, and explain why more extensive competition was/is not practical under the circumstances: Uniform items will be purchased through existing vendors for the Class of 2027 and Class of 2028 to ensure that all items are delivered in time for issuance in August 2023 and August 2024. The Citadel is in the process of soliciting uniform proposals. This process will require new vendors to deconstruct existing uniform items to create patterns. Using those patterns, the vendors will produce sample uniform items to be inspected by The Citadel and tested to ensure consistency in craftsmanship, quality, durability, and fit. This process is expected to take several months and may require multiple tweaks and repeat testing until The Citadel's standards are met. Additionally, all materials required for the uniforms are not readily available off the shelf and are currently taking up to six months to receive. Uniform items for the Class of 2029 and beyond will be procured under the resulting contracts.

Description of supplies, services, information technology, or construction: Cadet uniform and accessory items.

Right to Protest: If you are aggrieved in connection with the award of the contract, you may be entitled to protest, but only as provided in Section 11-35- 4210. To protest an award, you must (i) submit notice of your intent to protest within five business days of the date the award notice is posted, and (ii) submit your actual protest within fifteen days of the date the award notice is posted. Days are calculated as provided in Section 11-35-310(13). Both protests and notices of intent to protest must be in writing and must be received by the appropriate Chief Procurement Officer within the time provided. See clause entitled "Protest-CPO". The grounds of the protest and the relief requested must be set forth with enough particularity to give notice of the issues to be decided.

PROTEST - CPO ADDRESS - MMO: Any protest must be addressed to the Chief Procurement Officer, Materials Management Office, and submitted in writing (a) by email to protest-mmo@mmo.sc.gov, or (b) by post or delivery to 1201 Main Street, Suite 600, Columbia, SC 29201

Authorized Signature
Printed Name: Preethi Saint
Title: CFO/VP of Finance & Business
Date: 8/18/2023

Notes:

**Authorized signature is the agency head unless the agency head has delegated that authority.
Delegation of authority must be submitted to the Materials Management Officer in writing.**