

**JUSTIFICATION FOR
SOLE SOURCE PROCUREMENT**

Agency: Horry-Georgetown Technical College SS-0208

Sole Source Vendor: Ellucian Company L.P.


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: Software that allows prospective students to have the ability to apply to Horry-Georgetown Technical College and streamline the application process with minimal human interaction.

Description of market research Agency performed to determine the availability of products or services that would meet the Agency's needs: Ellucian Banner is our main operating system and we have been using their CRM system for many years. See attached sole source letter.

Description of supplies, construction, information technology, and/or services Vendor will provide under the contract: Ellucian eCRM Recruit Relationship Management Annual License.

Detailed explanation why no other vendor's supplies, construction, information technology, and/or services will meet the needs of the Agency: They are the only provider that has developed and maintains an out-of-the-box, real-time web services product between a constituent relationship management solution (CRM) and Banner student information system solution. HGTC operated Ellucian Banner as its enterprise resource planning system (ERP). A key component of the Banner system is its role in serving as the student information system. All student academic enrollment records and their related processes occur in Banner. Ellucian Recruit will provide additional functionality that is needed for the current student information system. Ellucian Recruit seamlessly integrates to the Banner ERP (powered by Microsoft Dynamics). This integration ensures admissions and enrollment processes occur seamlessly and without interruption to the current Ellucian Banner system. Ellucian Recruit provides integrated data import and data export to Ellucian Banner along with reporting features that support Ellucian Banner enrollment processes.


Authorized Signature
Printed Name: Harold Hawley
Title: VP Finance & Administration
Date: 12/2/2024

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.

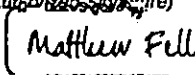
The Agency must obtain a Drug-free Workplace certification from the Vendor if the sole source procurement is \$50,000 or greater.

OPEN TRADE REPRESENTATION

(S.C. Code Ann. §§ 11-35-5300)

The following representation, which is required by Section 11-35-5300(A), is a material inducement for the State to award a contract to you.

I, the official named below, certify I am duly authorized to execute this certification on behalf of the vendor identified below, and, as of the date of my signature, the vendor identified below is not currently engaged in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300.

<i>Vendor Name (Printed)</i> Ellucian Company L.P.	<i>State Contract No.</i> FEIN#: 45-3767548
<i>By (Authorized Signature)</i> 	<i>Date Executed</i> 10/10/2024
<i>Printed Name and Title of Person Signing</i> Matthew Fell, Sr. Director and Assistant Treasurer	<i>(Not used)</i>



AFFIDAVIT

I certify that we will comply with Section 44-107-10, ET Seg., relating to the South Carolina Drug-Free Workplace Act to provide a drug-free workplace. (Note: this clause applies to any resultant contract of \$50,000.00 or more). The State of South Carolina has amended Title 44, Code of Laws of South Carolina, 1976, relating to health, by adding chapter 107, so as to enact the Drug-Free Workplace Act. (See, Act no. 593, 1990 Acts and Joint Resolutions.)

Vendor: Ellucian Company L.P.

2003 Edmund Halley Drive, Suite 500, Reston, VA 20191
Street or P. O. Box City State Zip

Telephone: 800-223-7036 Fax N/A

Printed Name: Matthew Fell Email asklegal@ellucian.com

DocuSigned by:
By: Matthew Fell Sr. Director and Assistant Treasurer
Signature Title

Date: 10/10/2024

F.E.I.N: 45-3767548 or S.S. # N/A

FAILURE TO FURNISH THIS AFFIDAVIT WILL RESULT IN THE DELAY OF PAYMENT/CONTRACT

THIS PAGE MUST BE SIGNED & RETURNED

Please return to: Horry Georgetown Technical College
PO Box 261966
Conway, SC 29528-6066
Attn: Dianna Cecala, Procurement Manager

Fax: 843/349-5270
Tel: 843/349-5207
Email: Dianna.cecala@hgtc.edu



10/10/2024

Jane Hager

Horry-Georgetown Technical College
2050 Highway 501 East
Conway, SC 29526

Dear Ms. Hager:

We at Ellucian appreciate the opportunity to serve the technology requirements of Horry-Georgetown Technical College and look forward to continuing and strengthening our technology relationship in the coming years.

Ellucian does not maintain a service provider certification program, and Ellucian is the only authorized vendor to provide maintenance and support 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," include Ellucian's CRM Recruit. The Ellucian Software is fully developed, is integrated; and is licensed and maintained exclusively by Ellucian. Ellucian protects its intellectual property interests by carefully safeguarding distribution of the Ellucian Software; in whole or in part. Licensees are required to execute a license agreement pursuant to which the users, at an institution level, agree to use Ellucian Software only for the purpose of conducting in-house, non-commercial computing operations and further agree to limit use of Ellucian Software to those employees with a need to know.

The Ellucian Software is protected under the copyright laws of the United States and the trade secret laws of several states. Ellucian employs industry-standard measures, both legal and technical in nature, to protect the investment that licensees make in the Ellucian Software. Accordingly, Ellucian is also the only authorized provider of installation, customization, training and educational services for the Ellucian Software. We have no authorized services providers or distributors that provide the Ellucian-approved installation, customization, training and educational services in the United States.

If I can be of further assistance, please do not hesitate to call. Many thanks for your consideration.

Sincerely,

DocuSigned by:

A handwritten signature in black ink that reads "Bill McCallion".

Bill McCallion

Sr. Director, Renewals

2003 Edmund Halley Drive, Suite 500
Reston, Virginia 20191, USA
Toll Free: +1800.328.2835

www.ellucian.com

Cecala, Dianna

From: South Carolina Business Opportunities <noreply@mmo.sc.gov>
Sent: Monday, December 2, 2024 2:45 PM
To: Cecala, Dianna
Subject: SCBO Advertisement Submission

WARNING: This message was sent from outside Horry-Georgetown Technical College. Please **DO NOT** click links or open attachments unless you recognize the source of this email and know the content is safe.

NOTICE:

The SCBO advertisement deadline is **12:00 noon** each weekday. Ads submitted after that time may not appear in SCBO until the next business day.

Please note that SCBO will not publish ads on Thursday, November 28 & Friday, November 29 when State Government offices are closed for the Thanksgiving holiday.

Your SCBO advertisement (**AD# 53704**) has been submitted and will be reviewed by a member of our staff prior to publication. Please retain a copy of this email to serve as a receipt of your ad submission.

Please note that ads submitted after 12:00 pm may not be reviewed/published until the next business day.

The information you submitted for the advertisement is included below:

Category: Sole Source / Emergency Notice

Start Date: Mon, 12/02/2024 - 00:00

End Date: Mon, 12/09/2024 - 14:45

Vendor Name: Ellucian Company L.P.

Contract Amount: 67,272.12

Procurement Manager: Dianna Cecala

Procurement Manager Email: dianna.cecala@hgtc.edu

Procurement Manager Telephone: 8433495207

Purpose Of The Procurement:

License renewal for Ellucian Banner eCRM subscription.

Contact For Justification For This Procurement: Web Address Where Item Is Posted

URL To View Justification: www.hgtc.edu/purchasing

Any Notice Of Intent To Protest And Protest Must Be Addressed To: Information Technology Management Officer



Ellucian Company LLC
 4 Country View Road
 Malvern, PA 19355-1408
 USA

INVOICE

Bill To:

Horry-Georgetown Technical College
 Randy Carroll
 2050 Highway 501 E
 Conway, SC 29526-9521
 USA

Invoice Number:	90426847
Invoice Date:	10/17/2024
Invoice Due Date:	11/01/2024
Customer Number:	100609
SAP Order Number:	77741
Invoice Amount:	USD 67,272.12

Remittance Information

Remit To:

Ellucian Company LLC
 62578 Collections Center Drive
 Chicago, IL 60693-0625
 USA

Tax Summary

Total Taxable:	USD 62,289.00
Total Non Taxable:	USD 0.00
Total Tax:	USD 4,983.12

ACH Information:

Bank of America
 100 West 33rd Street
 New York, NY 10001
 ABA# 071000039
 Beneficiary Name: Ellucian Company LLC
 Account # 81880-91099
 Email: electronic-payment-info@ellucian.com

Please reference invoice number on all payment remittance.

Questions or concerns regarding this invoice? Contact accountsreceivable@ellucian.com

Invoice Details

Item	Description	Unit Price	Tax Rate	Tax	Total
10	Ellucian eCRM Standard User License Fee Subscription Term: From 11/01/2024 To 10/31/2025	2,517.00	8%	201.36	2,718.36
20	License Fee For Ellucian's Recruit Base License Subscription Term: From 11/01/2024 To 10/31/2025	58,199.00	8%	4,655.92	62,854.92
30	Ellucian eCRM Premium User License Fee Subscription Term: From 11/01/2024 To 10/31/2025	1,573.00	8%	125.84	1,698.84

SUBTOTAL	USD 62,289.00
Tax	USD 4,983.12
TOTAL	USD 67,272.12

Terry Quaresimo

11/25/2024

** A late fee will be imposed on past due payments per your contract. **