

**Sole Source
Written Determination - Instructions**

Agency Identification: Trident Technical College (TTC)

Description of the agency need that this procurement fulfills:

Maintaining the existing e-Procurement system while searching for a SaaS based ERP system is critical to ensuring the seamless continuation of the college's procurement operations. This system supports essential purchasing processes, compliance with institutional and state requirements, and timely acquisition of goods and services necessary for academic and administrative functions. Any disruption or transition without adequate planning could result in operational delays, increased risk of non-compliance, and potential financial inefficiencies. Therefore, sustaining the current platform is a strategic necessity to uphold continuity, reliability, and accountability within the college's procurement framework."

Describe the Market Based on Research Performed:

The College is currently engaged in the Request for Proposal (RFP) process for a new Enterprise Resource Planning (ERP) system. Market analysis indicates that more than one ERP solutions appear to offer integrated e-Procurement capabilities. Additionally, the State of South Carolina is in the process of implementing SC Pro, which may serve as a potential future e-Procurement platform for the College when the state implementation is complete.

Sole Source Vendor Name:

Jaggaer, LLC, 3020 Carrington Mill Blvd., STE 100, Morrisville, NC

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 SC Code Ann § 11-35-1560 and SC Regulation 19-445.2105, Sole Source Procurement.

Description of supplies, construction, information technology, and/or services vendor will provide under the contract:

Continuation of existing eProcurement functionality during transition to SaaS based ERP system and/or potential adoption and implementation of SC Pro.

Explain why the described solution is the only solution that meets the agency's need and how no other identified solutions were sufficient.

TTC has utilized the Jaggaer (formerly SciQuest) e-Procurement platform since 2012, investing substantial financial, technical, and human resources in its implementation and ongoing maintenance. Significant college-wide training has also been provided and continues to be supported. TTC is currently engaged in a Request for Proposal (RFP) process to select a new SaaS based Enterprise Resource Planning (ERP) system. As part of this process, the College seeks an e-Procurement module that is either integrated within the proposed ERP solution or can be seamlessly integrated using established methodologies.

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It is not in the College's best interest to replace the current e-Procurement system prior to selecting the new ERP system, as any premature change could result in compatibility issues or integration challenges. Furthermore, all available resources—both financial and human—will be dedicated to the procurement and implementation of the new SaaS-based ERP system over the next two to three years, leaving no capacity for implementing a new e-Procurement platform during this period.

Given that the ERP selection and implementation process is expected to take approximately three years, the College intends to sole source the continuation of its existing e-Procurement services during this timeframe. Jaggaer is the only vendor capable of providing uninterrupted service under the current configuration. Once the ERP system has been selected and implemented, the College will evaluate whether issuing a solicitation for a new e-Procurement system is necessary.

Additionally, the State of South Carolina is in the process of implementing SCPro, a statewide e-Procurement system. However, the go-live date and compatibility with Trident Technical College remain uncertain. Therefore, maintaining the current e-Procurement platform is essential to ensure operational continuity throughout the ERP transition and any subsequent procurement processes.

Contract Period: 05/30/2026 – 05/29/2029

Contract Amount: \$391,355.46

Commodity Code 208

Required Signatures:

DocuSigned by:



Prepared by: _____ DC62D91B7C1A4A1....

Date: 12/08/25

Printed Name: Jeff O'Dell

Title: Procurement Manager I

Approved by: _____

Approval Date: 12/ 8 / 2025

Printed Name: Vicky Wood, Ph.D

Title: President

Blanket Sole Source ☐ Yes ☒ No

Contract \$50,000 or greater. Drug Free Workplace Act Form Yes ☒ No

Signed Drug Free Workplace Certification form attached: Yes ☒ No

Open Trade Certification Attached Yes ☒ No