

JUSTIFICATION FOR  
SOLE SOURCE PROCUREMENT

Agency: Trident Technical College

Sole source Vendor: Palmetto Controls, Inc., 3101 Carlisle Street, Columbia, SC 29205

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 migration services.

Description of market research Agency performed to determine the availability of products or services that would meet the Agency's needs: Palmetto Controls is the only authorized dealer authorized to provide support for the College's Novar and Trend systems in the state of South Carolina

Description of supplies, construction, information technology, and/or services Vendor will provide under the contract: Palmetto Controls will migrate all system controls (Novar controls and Trend products) associated with the heating ventilation and air conditioning systems to a newer updated reliable server. The College requires the systems be migrated from the current outdated server to a newer more reliable server in the College's security efforts to reduce the risk of potential cyber attacks on the College's network.

Detailed explanation why no other vendor's supplies, construction, information technology, and/or services will meet the needs of the Agency: Both the Novar controls and Trend products software are manufacturer-proprietary products and Palmetto Controls, Inc. is the only manufacturer-authorized dealer in the state of South Carolina authorized to perform the type of services required.

Contract Period: Not Applicable

Contract Amount: \$63,300.00

Com Code: 20800

*CB* Mary Thornley  
Authorized Signature  
Printed Name: Mary Thornley, Ed.D  
Title: President

Date: 02/17/22

Blanket sole source: \_\_\_ Yes \_\_\_ X No

Contract \$50,000 or greater. Drug Free Workplace Act (Section 44-107-30 Code of Laws of SC) applies:  
\_\_\_ X \_\_\_ Yes \_\_\_ No \_\_\_ JHO \_\_\_ Buyers Initials

Signed Drug Free Workplace Certification form attached:  
\_\_\_ X \_\_\_ Yes \_\_\_ No \_\_\_ JHO \_\_\_ Buyers Initials

Open Trade Certification on file or attached \_\_\_ X \_\_\_ Yes \_\_\_ No \_\_\_ JHO Buyers Initials

This notice is posted in the South Carolina Business Opportunities (SCBO) as required by SC Code 11-35-1560.

**PROTESTS:**

If you are aggrieved in connection with the intended award or 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 (5) business days of the date this notice is posted, and (ii) submit your actual protest within fifteen days of the date this 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. 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. Any protest or notice of intent to protest must be addressed to the Chief Procurement Officer, Information Technology Management Office, and submitted in writing (a) by email to: [protest-itmo@itmo.sc.gov](mailto:protest-itmo@itmo.sc.gov), or (b) by post or delivery to: 1201 Main Street, Suite 600, Columbia, SC 29201.

The total value of this procurement is: \$63,300.00