

**Sole Source
Written Determination - Instructions**

Agency Identification: Trident Technical College (TTC)

Description of the agency need that this procurement fulfills:

The Ellucian CRM Recruit solution for student recruitment, online applications, and automation of applicant communication is integrated into TTC's current Ellucian Colleague ERP system. TTC requires recruitment solution software to manage student recruitment and the online application processes. This functionality is needed to meet the online expectations of modern-day college students and allows automation of tasks that would otherwise require hiring additional personnel for manual processing.

Describe the Market Based on Research Performed:

The College is currently beginning the process of re-soliciting a request-for-proposal for a SasS based ERP system. That process will not be completed prior to the expiration of our current recruitment solution contract on 6/30/25. When the previous ERP solicitation was cancelled, TTC reevaluated this portion of the current system and determined that best practice at this time would be to issue a request for proposal for a recruitment solution. However, this decision was not finalized in time to issue and award a proposal before the current contract expiration date of 06/30/2025. TTC will be engaging other vendors through the request for proposal process.

Sole Source Vendor Name: Ellucian Company, 2003 Edmund Halley Drive, Suite 500, Reston, VA 20191

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.

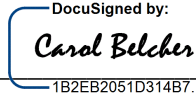
Description of supplies, construction, information technology, and/or services vendor will provide under the contract:

One-year extension of access to Ellucian CRM Recruit, the current recruitment solution.

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

Ellucian CRM Recruit is the only vendor that can currently provide TTC with uninterrupted online student recruitment functionality that is necessary for TTC to continue to recruit and enroll students during the solicitation process. Failure to extend the current solution would result in disruption to student recruitment and application processing, potentially impacting enrollment and student satisfaction.

Required Signatures:

<p>Prepared by:  <small>DocuSigned by: Carol Belcher 1B2EB2051D314B7...</small></p> <p>Printed Name: Carol A. Belcher, C.P.M.</p>	<p>Date: 5/26/2025 10:48 AM EDT</p> <p>Title: Dir. Procurement</p>
<p>Approved by: _____</p> <p>Printed Name: Vicky Wood, Ph.D</p>	<p>Approval Date: 05/27/2025 _____</p> <p>Title: President</p>

Contract Period: 7/1/25 - 6/30/26

**Sole Source
Written Determination - Instructions**

Contract Amount: \$67,152.00

Commodity Code: 208

Blanket Sole Source ☐ Yes ☒ No

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

Sole Source
Written Determination - Instructions

Signed Drug Free Workplace Certification form attached:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Open Trade Certification Attached	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>