

JUSTIFICATION FOR AWARD WITHOUT COMPETITION

(To be completed and submitted by the Office of Procurement)

Based upon the following determination, the proposed procurement action described below is being procured pursuant to the authority of Section 11-35-1560 of the SC Procurement Code and 19-445.2105 of the Rules and Regulations, 1976 SC Code of Laws.

Why does the governmental body need this item or service: (description of the agency need that this procurement meets):

The College needs an application/system to help maintain academic integrity during assessments/tests by locking down the users' web browser, and monitoring students' behavior during an exam.

As a sole source procurement for \$ 86,935 (estimated 3 yr cost) **from** (name of sole source contractor): Respondus Inc.

Description of market research Agency has performed to determine the availability of products or services that would meet the Agency's needs:

Respondus is the sole manufacturer and provider of their lockdown browser software. No other vendor is permitted to sell their products.

Market research was conducted to assess the availability of lockdown browser alternative that could meet the college's requirements. This research involved evaluating various vendors, their products, features and compatibility with the college's existing technology infrastructure. No individual vendor could meet all of the College's requirements but Respondus. The requirements not met by other vendors include, preventing use of other applications, ability to record test taker using a webcam, ability to adjust recording sensitivity labels, live proctoring utilizing Zoom, Teams etc. and ability to run on multiple OS and devices (iPad app and Chromebook)

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

Respondus Lockdown Browser Campus-wide license and Monitor unlimited use.

Detailed explanation why no other vendor's supplies, construction, information technology, and/or services will meet the needs of the Agency:

Respondus provides two types of functionality built into one environment. RLDB is a custom web browser that locks down the testing environment within the LMS (OAKS). No individual vendor could meet all of the College's requirements but Respondus. The requirements not met by other vendors include, preventing use of other applications, ability to record test taker using a webcam, ability to adjust recording sensitivity labels, live proctoring utilizing Zoom, Teams etc. and ability to run on multiple OS and devices (iPad app and Chromebook).

In accordance with the South Carolina Consolidated Procurement section 11-35-1560 - Sole Source, the College of Charleston announced the intent to award without Competition. No protests were received.

Solicitation# 24-82-SDM-SS-T3

Contract Expiration Date: 06/30/2027

DocuSigned by:

Wendy Williams

6/25/2024

Wendy E. Williams, CPPO, C.P.M., Director of Procurement

Date

DocuSigned by:

John F. Loonan

6/25/2024

John F. Loonan, Executive Vice President for Business Affairs

Date

If this procurement is \$50,000 or greater, the Drug Free Workplace Act (§ 44-107-10, et Seq. Code of Laws of SC) applies, the acceptance of a Purchase Order signifies the Vendor certification that they are in compliance with the Drug Free Workplace Act.

6-Digit Index Number: 110037

6-Digit Account Code: 710414

NIGP 3-Digit Commodity Code: 209

Buyer's Initials SDM