

## 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):

CofC is committed to providing our faculty, postdocs & graduate students the tools necessary to be successful in their career while still living a full and healthy life beyond campus.

**As a sole source procurement for \$** 5 yr est cost: \$423,000 **from** (name of sole source contractor): NCFDD

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

Market research through Procurement IQ and GovSpend did not provide any findings. However, research using Google did provide verification that NCFDD is the sole provider of these faculty workshops and membership.

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

The National Center for Faculty Development & Diversity, LLC (NCFDD) will provide COFC faculty, postdocs, and graduate students with access to the following online NCFDD resources for the Term of the Memorandum. 1. The weekly Monday Motivator 2. Monthly Training Workshops 3. Monthly Guest Expert Workshops 4. NCFDD's Dissertation Success Curriculum 5. Multi-week Training Courses each Term 6. Private Mentoring Forum 7. Moderated Monthly Writing Challenges 8. Recommended Resource & Referral Network 9. NCFDD's Archived Training Opportunities. Additionally, the Faculty Success Workshop is an add-on program outside of our annual membership with NCFDD & is specifically designed to increase faculty research productivity through professional development, training, mentoring & intense accountability. Workshop participants receive weekly coaching, support from a custom-matched small group of peers, and access to training modules designed to advance their career and improve work-life balance. We will host a total of 3 workshops each year (Fall, Spring & Summer).

This sole source is for a 5 year period. The annual membership cost is \$17,500 with a total five year cost of \$87,500 & the Faculty Success Workshops has an annual cost of \$67,100 with a total five year cost of \$335,500. Total estimated cost for the 5 years is \$423,000.

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

The annual membership services & Faculty Success Workshops are provided by NCFDD & no other company offers a similar or competing product.

As the NCFDD's signature program, the Faculty Success Program is specifically designed to increase faculty research productivity, provide time management skills, and help faculty be successful in their career while still living a full and healthy life beyond campus. The program is for tenure-track and tenured faculty who are looking for the perfect combination of empirically tested methods to improve research productivity through intense accountability, coaching, and peer support and to propel their work-life balance and personal growth to a whole new level.

X 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# 25.21.JCB.SS.T5

Contract Expiration Date: 10/31/2029

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

8/27/2024

Date

DocuSigned by:  
  
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John F. Loonan, Executive Vice President for Business Affairs

8/27/2024

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: 140014

6-Digit Account Code: 710810

NIGP 3-Digit Commodity Code: 207

Buyer's Initials CB