

## 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 Office for Student Success is looking to expand its tutoring reach beyond the in-person tutoring that occurs in the Center for Student Learning space in the Library. It will allow us to run satellite tutoring areas on campus more efficiently and serve commuters or online students.

**As a sole source procurement for \$** Est. 3-yr cost: \$182,700.00 **from** (name of sole source contractor): Knack Technologies, Inc.

**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 verified that the Peer-to-Peer Tutoring Platform is proprietary to Knack Technologies, Inc., and they are the only source for purchasing it.

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

Peer-to-Peer Tutoring Platform

This sole source is for a three-year period. The estimated annual cost is \$60,900.00, with a total estimated three-year cost of \$182,700.00.

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

Knack is uniquely positioned to deliver a fully integrated, peer-to-peer tutoring solution that aligns precisely with our institution's requirements. Unlike the other conventional marketplaces that rely on a dispersed network of freelance professionals disconnected from our campus ecosystem, Knack onboards top-performing students from our own institution as 1099 peer tutors, ensuring that every tutoring engagement is rooted in firsthand experience with our exact course materials and instructor expectations. Because Knack partners directly with universities, their platform can be configured to match the syllabi, section schedules, and professor assignments for every course offering—something no other provider supports at the granular, section-level. This guarantees that students receive guidance tailored not only to the subject but to the specific context of their class, driving higher engagement and measurable outcomes.

Beyond peer-to-peer delivery and course-specific alignment, Knack is the only provider offering the combination of turnkey institutional integration and transparent, section-level usage tracking. Their managed Peer Tutoring Model requires minimal administrative effort—just one hour per week from our designated point person—while providing comprehensive wrap-around services, including automated access provisioning, recruitment support, tutor training (CRLA endorsed), and embedded analytics within both Knack's proprietary platform and our existing systems (Salesforce and EAB). Consequently, Knack stands alone as the only partner capable of meeting our precise needs for an institutionally integrated, peer-driven, and data-rich tutoring program.

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# 25.88.JCB.SS.T3

Contract Expiration Date: 05/31/2028

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

5/12/2025

Date

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John F. Loonan, Executive Vice President for Business Affairs

5/15/2025

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: 110500

6-Digit Account Code: 710450

NIGP 3-Digit Commodity Code: 204

Buyer's Initials JCB