

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):

Campus Housing staff needs software to easily manage administrative functions such as bulk room assignments/ auto-allocation, billing for both housing and meal plans, date-dependent room configuration, conference planning and billing, reporting, with a student-facing portal that allows students to apply for housing, sign contracts, select meal plans, search for roommates, choose their building and room, and submit request forms.

As a sole source procurement for \$ Est. 5-yr cost: \$464,855.34 **from** (name of sole source contractor): StarRez

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 this housing software solution is proprietary to StarRez, and they are the only source for purchasing it.

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

StarRez is a resident housing software solution that is a fully integrated cloud-based community management software platform designed for students and staff that offers an intuitive, easy-to-use comprehensive housing management solution that integrates with other campus systems such as Banner, DocuSign, and TouchNet designed to adapt and evolve to meet the needs of the College of Charleston.

This sole source is for a five-year period with an estimated overall cost of \$464,855.34.

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

The university has made a large invest in time, funding, and resources in implementing and refining the StarRez software solution to enhance and streamline its housing and conference management operations. StarRez is deeply embedded in the university's business practices, offering capabilities that align precisely with institutional needs. Most importantly, it is the only system that fully integrates with Ellucian Banner without requiring third-party middleware. This seamless, real-time data exchange between Banner and StarRez ensures accuracy, efficiency, and continuity across student and housing records. Furthermore, StarRez is uniquely equipped with a comprehensive conferences and events module that allows the university to manage every stage—from inquiry to final billing—within a single, integrated platform. This integration extends across both student housing and conference operations, ensuring consistency, transparency, and efficiency in service delivery.

The time and cost of implementation of a new system would be prohibitive and detrimental to both operations and the students served. The migration process—including data transfer, integration development, customization, and staff training—would take at least two years, incur significant expense, and cause major disruptions to critical business functions and revenue generation. Given these factors, maintaining StarRez is the most practical, cost-effective, and strategically sound solution for the university.

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# 26.23.JCB.SS.T5

Contract Expiration Date: 06/30/2030

DocuSigned by: 	10/27/2025
Wendy E. Williams, CPPO, C.P.M., Director of Procurement	Date

DocuSigned by: 	10/27/2025
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.

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Buyer's Initials JCB