

	Piedmont Technical College NOTICE OF INTENT TO SOLE SOURCE	Sole Source # Date Issued Closing Date Procurement Officer Phone E-Mail Address	SS-27001 07/20/2026 07/31/2026 Brian K. McKenna (864) 941-8314 procurement@ptc.edu
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Solicitation #: SS-27001

Posting Date: July 20, 2026

Based on the following determination, it is the intent of Piedmont Technical College (PTC) to proceed with the proposed procurement action described below pursuant to the authority of §11-35-1560 (A) of the SC Consolidated Procurement Code, in accordance with Regulation 19-445.2105 (B)(5).

PTC intends to negotiate and procure a Sole Source Procurement from:

Ellucian Company LLC
62578 Collection Center Drive
Chicago, IL 60693-0001

- Ellucian maintenance renewal
- Intelligent Learning Platform Enterprise
- Financial Aid Fm Need Analysis License Fee
- Ellucian Experience Premium
- Syntellis for Finance
- Banner Workflow maintenance

Ellucian is our existing ERP provider. The required platform updates, maintenance, and support services are proprietary to Ellucian. This notice of Intent to Sole Source is to determine the availability of alternate vendors capable of providing the products/services outlined herein.

Estimated Value: \$ >\$250,000

Questions: Shall be addressed to the **e-mail address** of the Procurement Officer indicated above. This notice will be posted in the South Carolina Business Opportunities (SCBO) Newsletter for five business days as required by §11-35-1560 of the SC Consolidated Procurement Code.

Closing Date: Alternate vendors capable of providing these products/services must respond by email to Brian K. McKenna, Procurement Manager, at procurement@ptc.edu no later than 2:00 PM on July 31, 2026.

PROTESTS (MAY 2019) If you are aggrieved in connection with the intended award of this contract, you may be entitled to protest, but only as provided in §11-35-4210. To protest an intended award of a contract pursuant to §11-35-1560, you shall (i) notify the chief procurement officer in writing of your intent to protest within five (5) business days of the date this intent to award is posted, and (ii) if the appropriate chief procurement officer has been timely notified of your intent to protest, you may submit your actual protest within fifteen days of the date this notice of intent to award is posted. Days are calculated as provided in §11-35-310(13). Both protests and notices of intent to protest must be in writing and must be received by the appropriate Chief Procurement Officer within the time provided. The grounds of the protest and the relief requested must be set forth with enough particularity to give notice of the issues to be decided. Any protest or notice of intent to protest must be addressed to the Chief Procurement Officer, Materials Management Office, and submitted in writing (a) by email to: protest-mmo@itmo.sc.gov or (b) by post or delivery to: 1333 Main Street, Suite 700, Columbia, SC 29201.

Unless otherwise suspended or cancelled, PTC will procure these services. Contractors should not perform any work on or incur any costs associated with this notice prior to the receipt of a purchase order. PTC assumes no liability for any expenses incurred prior to issuance of a purchase order.

The Drug-Free Workplace certification must be obtained for Sole Source procurements greater than \$50,000.00.

Brian McKenna

From: noreply@mmo.sc.gov
Sent: Monday, July 20, 2026 11:32 AM
To: Brian McKenna
Subject: SCBO Advertisement Submission

SS-27001

'*** This is an EXTERNAL email. Open attachments and follow links with caution. ***'.

Your SCBO advertisement (**AD# 67453**) has been submitted and will be reviewed by a member of our staff prior to publication. Please retain a copy of this email to serve as a receipt of your ad submission.

Please note that ads submitted after 12:00 pm may not be reviewed/published until the next business day.

The information you submitted for the advertisement is included below:

Category: Sole Source / Emergency Notice

Start Date: 2026-07-20 00:00:00

End Date: 2026-07-31 14:00:00

Vendor Name: Ellucian Company LLC

Contract Amount: \$>\$250,000.00

Procurement Manager: Brian K. McKenna

Procurement Manager Email: procurement@ptc.edu

Procurement Manager Telephone: (864) 941-8314

Purpose Of The Procurement:

PTC intends to procure a Sole Source Procurement from Ellucian for our existing ERP Services.

Contact For Justification For This Procurement: Web Address Where Item Is Posted

Some of the following fields may be populated based on the selection above:

Contact Name:

Contact Address:

URL To View Justification: <https://www.ptc.edu/about/administrative-offices/procurement>

Any Notice Of Intent To Protest And Protest Must Be Addressed To: Information Technology Management Officer

Some of the following fields may be populated based on the selection above:

Enter Procurement/Project Name:

Enter Procurement/Project Number:

Enter Contact Name:

Enter Contact Email Address:

Enter Contact Mailing Address:

Sole Source
Written Determination

Agency Identification: [Piedmont Technical College](#)

Description of the agency need that this procurement fulfills: *(See instructions on last page for guidance)*

[To procure maintenance on our ERP system software](#)

Describe the Market Based on Research Performed: *(See instructions on last page for guidance)*

[Click here to enter a description of the market based on your research.](#)

Sole Source Vendor Name: [Ellucian – P00235030](#)

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: *(See instructions on last page for guidance.)*

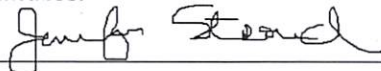
[We utilize Ellucian products for several areas for the college: Intelligent Learning Platform, Maintenance, FinAid Need Analysis, Ellucian Experience, Syntellis for Finance and Banner Workflow.](#)

Explain why the described solution is the only solution that meets the agency's needs and how no other identified solutions were sufficient. *(See instructions on last page for guidance)*

[Piedmont Technical College will continue to utilize this software and requires ongoing maintenance and support services. Because the software is proprietary to Ellucian, Ellucian is the sole provider authorized to perform these services.](#)

Note: Determination is not complete without required signatures and dates

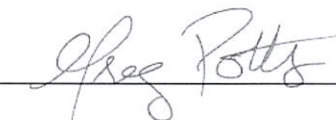
Required Signatures:

Prepared by: 

Date: 6/16/2026

Printed Name: Jennifer Stroud

Title: *IT Coordinator*

Approved by: 

Approval Date: 6 / 26 / 2026

Printed Name: Greg Potts

Title: *Director, IT Applications*

Approved by: 

Approval Date: 6 / 26 / 26

Printed Name: Paige Childs

Title: *VP Business & Finance*

The last page contains instructions and is not required to be retained.

**Sole Source
Written Determination - Instructions**

Agency Identification: *(Provide Agency and Number)*

Description of the agency need that this procurement fulfills:

(Do not describe the vendor solution that meets the agency's need. This is often accomplished best by describing the problem the agency is trying to solve.)

Describe the Market Based on Research Performed: *(Enter a description of the market based on research you performed for this procurement including such things as commercially available off the shelf products, vendors providing solutions in the market space, barriers to entry to the market space, benefits and types of customized solutions and how and by whom those solutions are provided.*

- *How were the specifications or scope of work developed?*
- *Will the product be obtained from a third-party vendor or reseller, or the manufacturer?*
- *Will the reseller assist or consult in the implementation?*
- *Length of time and place of delivery?*
- *What types of warranties or other performance guarantees are available in the market?*
- *How and by whom will training be provided?*

Document and retain market research in the procurement workpaper file.)

Sole Source Vendor Name: *(Provide Vendor Legal and dba Name)*

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: *(Provide a description of the product(s) and/or service(s) identified that will meet the agency's need.)*

Explain why the described solution is the only solution that meets the agency's need and how no other identified solutions were sufficient. *(Provide an informed, objective explanation for the sole source procurement method, including the agency's factual grounds and reasoning as supported by the agency's market research. The agency's explanation should be based on its own conclusions supported by its description of the market space.*

- *Vendor assertions of product differentiation or availability may be obtained as part of market research and are valuable information in the agency's assessment of available solutions, but are not, by themselves, sufficient justification for a sole source determination.*
- *Please do not cut and paste vendor claims, content, or literature in this space.*

Recommend this section be pasted into the required public notice of intent to award without competition.)

Notes:

Authorized Approver signature is the agency head unless the agency head has delegated that authority in writing to someone above the level of procurement officer and provided written notification the MMO.

Approval Date: Sole Source Determinations are required to be approved **prior to contract execution**. The approver should hand write the date at the time of approval.

Drug Free Workplace Act: The agency must obtain a DFWA certification from the vendor if the sole source procurement is \$50,000 or greater.

Cost or Pricing Data must be addressed and documented in the file for any sole source procurement exceeding \$500,000