

**Sole Source
Written Determination**

Agency Identification: Department of Social Services

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

Unified Support Services for Office 365 cloud service suite, which includes email, OneDrive, SharePoint, Teams, and Office applications to include specialized environment.

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

Google and BING search, spoke with several providers listed in the SCEIS vendor data base, and Microsoft Enterprise Services and could not find another vendor who can provide all the services offered by Microsoft Enterprise Services. SCDSS posted a notice of intent to sole source in SCBO for the past four years and has not received a response from a qualified vendor. This is an update to the current determination from 2024 due to increase in price for services that exceeds the \$50,000.

Sole Source Vendor Name: Microsoft Enterprise Services

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.)*

Unified support services, access to high level Microsoft engineers to assist IT staff when issues arise that require expertise beyond what is available in-house, assessments of our environment and support services for Microsoft products including the office suite, server operating systems, and Office 365 cloud service suite, which includes email, OneDrive, SharePoint, Teams, and Office applications.

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

No other single vendor who can supply access to Microsoft engineers and unified support services for all the Microsoft products is currently in use by the Agency.

Note: Determination is not complete without required signatures and dates

Required Signatures:

Prepared by: _____

Date: _____ **Title:**

Printed Name: Shaneka Oliver

Procurement Director

Approved by: _____

Approval Date: ___/___/___

Printed Name: Susan Roben

Title: Chief Financial Officer

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