

**Sole Source
Written Determination**

Agency Identification: South Carolina Department of Social Services

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

The SCDSS Adult Advocacy Division is responsible for protecting the health and welfare of individuals aged 18 and older who are victims of abuse, neglect, or exploitation. It administers services through the Adult Protective Services (APS) and the Domestic Violence Programs. The division coordinates services to ensure vulnerable adults receive necessary support and protection. SC continually ranks in the top 5 states in the nation in women killed by men. These services are imperative in addressing domestic violence in the state. The federal Family Violence Prevention and Services Act requires that state administering agencies contract with their state coalition to provide training, technical assistance, and outreach to increase awareness domestic violence.

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

The Family Violence Prevention and Services Act (FVPSA) is a United States law, first authorized as part of the Child Abuse Amendments of 1984 (PL 98-457), that provides federal funding to help victims of domestic violence and their dependent children by providing shelter and related help, offering violence prevention programs, and improving how service agencies work together in communities. It is confirmed that SCCADVASA is the only organization designated and recognized by the United States Department of Health and Human Services as South Carolina's domestic violence coalition on their web site at South Carolina Coalition Against Domestic Violence and Sexual Assault (sccadvasa.org) and the Administration for Children and Families website <https://www.acf.hhs.gov>.

Sole Source Vendor Name: South Carolin Coalition Against Domestic Violence and Sexual Assault (SCCADVASA)

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.)*

Under the contract the Vendor will provide training, technical assistance, and outreach to increase awareness domestic violence.

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)*

SCCADVASA is the only domestic violence coalition that the Federal government recognizes as qualified to serve South Carolina, designated by the Federal Government to provide these services. A condition of receiving federal funding is that SCDSS uses the federally recognized coalition for SC.

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***Note:** Determination is not complete without required signatures and dates*

Required Signatures:

Prepared by: _____

Date: ____/____/____

Printed Name: Enter Name of Preparer

Title: Enter Title of Preparer

Approved by: _____

Approval Date: ____/____/____

Printed Name: Enter Authorized Approver Name

Title: Enter Authorized Approver Title

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

REVIEWED
By Shaneka Oliver at 2:24 pm, Sep 12, 2025

**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