

**Sole Source
Written Determination**

Agency Identification: South Carolina Department of Motor Vehicles

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

Riskconnect software as a service (SaaS) application is used with business continuity, emergency notification system, and emergency preparedness plans. The agency's business continuity plan is maintained and managed with the software. All the agency's plans, totaling 1000+ pages, are built and stored in this software. The agency's plan was developed with the support of a vendor, Elyon Enterprise Strategies Inc., using this application and the agency would continue to manage the plan and utilize the software's emergency notification features. The agency is currently in a contract with Elyon Enterprise Strategies, Inc. for the maintenance of the plans using Riskconnect software.

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

The agency has contacted Avalution Consulting, LLC to inquire on its ability to continue offering the agency the same services and if there other partnered vendors who may be able to offer the Riskconnect software to the agency. Alison Dooley from Riskconnect, Inc (formerly Castellan Solutions, Inc.) has informed the agency that there are no other vendors able to offer the software. Riskconnect is a proprietary product owned and sold solely through this vendor (Avalution).

Sole Source Vendor Name: Riskconnect

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.)*

The vendor will provide the user license under which the agency will be able to access to the business continuity plans and supporting information stored in Riskconnect as well as technical support for the software users. In addition, the software provides an emergency notification tool allowing the agency to delivery mass communications to all 1200+ employees in the event of a crisis.

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)*

There are no other vendors offering Riskconnect Software. Riskconnect SaaS is proprietarily owned by Avalution and there are no other licensed retailers or vendors offering Riskconnect Software. Any other software would not be compatible and would not allow the agency to maintain its business continuity plan in its current format.

Note: Determination is not complete without required signatures and dates

Required Signature:

Prepared by:

Date: 8/21/2025

Printed Name: Clifton L. Simmons, Jr.

Title: IT Director I

Sole Source
Written Determination

Approved by: 

Approval Date: 8/22/25

Printed Name: ~~Print Name Here~~

Adam Waples

Title: ~~Title~~

Dir. of Adm

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