

# SINGLE SOURCE CERTIFICATION

Authority is requested to make the following purchase under the provision of USF System Regulation USF4.02010(IV)(A)(2)(b) as a non-competitive purchase available from only one source. By submitting this form, department acknowledges that existing [exemptions](#) will not apply to this purchase. Single source requests exceeding \$75,000 must be signed by a Procurement Director and posted publicly for (3) business days.

DATE: 04/24/2023

ITEM(S): Survey, Research and Evaluation of Data

PRICE: \$ 95,900.22 FUND #: 21000

SUPPLIER ID: 0000097632 REQUISITION#: \_\_\_\_\_

SUPPLIER NAME: RMC Corporation

FEDERAL GRANT:  Y  N State Appropriated Funds

**In your words, describe the equipment, commodity, or contractual service. Explain how these specifications are essential to the accomplishment of your work:**

Evaluation, communication with stakeholder, study groups, Data Collection (program/student assessment/survey administration), quantitative analysis, and staff survey. RMC Corporation will complete studies, surveys, and data analysis to inform the project and it's employees the effectiveness of their work with the stakeholders.

**In your own words, describe the reason(s) the item is not subject to competition from other sources and how the stated specification(s) restrict the requisition to only one supplier. Description may include unique features/compatibility/specifications/availability/delivery time frame etc. (Note: Price is not a valid reason).**

This service will be paid for through State Appropriated funds. RMC Corporation is the preferred vendor of the Florida Department of Education, the grant sponsor. This company has been used before by the FDOE and are located in Florida which allows them to stay current on the rules of the FLDOE. They also could turn around the deliverables for this contract in a short period of time that allows us to complete by the end of the project on 8/15/23.

**In your own words, describe the due diligence conducted to validate this supplier as Single Source. Description SHOULD list all other suppliers with item(s)/service(s) with similar functions, your efforts to identify other suppliers, and why these suppliers would not qualify to submit a competitive quote.**

Hanover Research - achieve organizational alignment, connect stakeholders to a purpose, and addresses areas for improvement - est. \$120,000. Cannot start work till July and that would not be enough time to collect the needed information to analyze.  
 American Institutes for Research - do not offer the detailed analyst needed to provide reports that truly reflect the success of the project.  
 Center for Educational Research and Innovation - CERI - this company headquarter is in France and would not be to start the required work in a timely manner.  
 After contacting multiple, potential vendors we have found that it is more economical and will take less time if we work with a company familiar with FLDOE requirements are restrictions.

DocuSigned by:

Jeff Elliott 4/24/2023 | 12:20 EDT

START 4/25/23 END 4/27/23

Approved By (Procurement)

DATE

PUBLIC POSTING DATES

Authority: USF4.02010(IV)(A)(2)(b)

Last Modified: 05/10/2021

**OFFICE OF THE UNIVERSITY CONTROLLER, PROCUREMENT SERVICES**

University of South Florida | 4202 E Fowler Avenue, | Tampa, FL 33620-4301

813-974-2481 | usf.edu/