



Department: Admissions Requisition #: PR-2500570 Dollar Amount: \$157,000.00

Note: This Sole Source Certification will become a public document, open to public inspection; therefore, you should be certain all material facts are true, relevant, and clearly understandable.

Per Florida Polytechnic University Purchasing guidelines, the following is submitted in support of this request for authority to purchase, without bidding, the items available from only one source.

Sole Source means that the item/service is unique or that the vendor is the only one from whom the item/service can be provided. Best Price alone cannot be used for sole source. If the item/service is available from more than one source of supply, best price must be determined through the competitive bid process.

A. Sole Source Vendor

Company Name: College Entrance Examination Board
Address: PO Box 30171, New York, NY 10087
Telephone: 517-485-3242

B. Describe in lay language, what the item/service is and how it is to be used.

Student Name buys. The Colleger Board helps Florida Polytechnic University reach enrollment goals by connecting us to students with the capacity for success in our institution.

C. What feature or special condition of this commodity/service is unique or cannot be obtained from any other source?

The College Board owns the SAT Exam and they are the only organization that has access to the results of those exams.

D. Is this product being purchased directly from the manufacturer?

Yes. It is not available from any other vendors.

E. Prior to submitting this requisition, did you investigate other possible sources?

If Yes:

1) Did you obtain quotes from the other sources?

If Yes, attach copies.

[] Yes [x] No

2) Is this Vendor's price lower than the other sources?

[] Yes [x] No

If No, justify the additional cost below.

It is not available from any other sources.

F. Other Sole Source comments or explanations.

The College Board is a not-for-profit membership organization that connects students with colleges for academic success. Admissions requests these names for recruitment purposes in order to achieve enrollment goals.



I / We, the undersigned, certify the above to be true and correct to the best of my / our knowledge and belief and the user and / or undersigned does not have a financial interest in the above-named vendor.

<p>DEPARTMENT APPROVAL</p> <p>I hereby certify the validity of the information and feel confident the Sole Source Certification will meet University criteria and would withstand any audit or vendor protest.</p> <p>X  9-20-2024 VP/Department Head Signature Date</p> <p>X _____ Procurement Official Signature Date</p> <p>X _____ University Attorney Date</p>	<p>PROCUREMENT APPROVAL</p> <p>This acquisition is approved as a non-competitive purchase.</p> <p>Public Posting Date: _____</p> <p>Public End Date: _____</p> <p>X _____ Procurement Director/Delegate Signature Date</p>
--	--

Please Note: Failure to timely file a protest or failure to timely deliver the required bond or other security in accordance with the Board of Governors' Regulations 18.002 and 18.003 shall constitute a waiver of protest proceedings.