

State Fiscal Accountability Authority  
8/9/2021

## JUSTIFICATION FOR SOLE SOURCE PROCUREMENT

Agency: Winthrop University

Sole Source Vendor: Calm Air International LP

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 S.C. Code Ann. §11-35-1560 and S.C. Regulation 19-445.2105, Sole Source Procurement.

Description of the Agency need that this procurement meets: Winthrop's International Center needs to purchase round trip airfare for two faculty members and a group of nine students for a flight within the country of Canada to the final destination of Churchill, Canada to conduct research as part of a faculty-led study abroad program at the Churchill Research Centre in Churchill, Canada.

Description of market research Agency performed to determine the availability of products or services that would meet the Agency's needs: Travel to the remote location of Churchill by air is extremely limited and the sole airline operating flights to and from Churchill airport is Calm Air. Internet based searches of major travel agencies like Expedia and TripAdvisor were conducted to ensure that no other carrier was operating flights to the area within the specified time frame.

Description of supplies, construction, information technology, and/or services Vendor will provide under the contract: Group roundtrip airfare from the airport in Winnipeg, Canada to Churchill, Canada for eleven people traveling as part of the faculty-led program travel directed by two Winthrop faculty members at the end of July 2025 into early August 2025.

Detailed explanation why no other vendor's supplies, construction, information technology, and/or services will meet the needs of the Agency: Calm Air is the only airline carrier that has flights to the required destination.

Signed by:



4462620561174B8

Authorized Signature

Printed Name: Kevin Butler

Title: CFO and Vice President for  
Finance & Business Affairs

Date: 2025-04-04 | 10:03 AM EDT

### Notes:

**Authorized signature is the agency head unless the agency head has delegated that authority. Delegation of authority must be submitted to the Materials Management Officer in writing.**

**The Agency must obtain a Drug-free Workplace certification from the Vendor if the sole source procurement is \$50,000 or greater.**

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