

**Sole Source
Written Determination**

Agency Identification: Horry-Georgetown Technical College – Agency Code [Insert Code]

H-59 SS-0234

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

Horry-Georgetown Technical College (HGTC) operates an on-premises Ellucian Banner ERP environment supporting its student information, financial aid, finance, human resources, and self-service operations. Ellucian, the manufacturer of Banner, is consolidating its ongoing product development and innovation — including emerging AI, automation, and process-optimization capabilities — within its Banner SaaS platform. These capabilities are not being delivered to on-premises Banner customers and will not be available to HGTC in its current deployment model.

Before HGTC can make an informed decision regarding a future migration to Banner SaaS, the College requires an independent, structured assessment of its current Banner environment to identify the technical, functional, integration, customization, and data-readiness gaps that must be addressed for a successful migration. The deliverable is a categorized remediation roadmap (immediate, mid-term, and long-term actions) that HGTC will use for planning, budgeting, and risk management — whether or not a migration decision is ultimately made, and regardless of the timing of any such decision.

This procurement fulfills HGTC's need for that independent, Banner-specific SaaS readiness assessment.

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

HGTC IT leadership conducted market research to identify higher-education consulting firms with substantive Ellucian Banner expertise capable of delivering a Banner-specific SaaS readiness assessment. Identified service providers include Ellucian Professional Services (the manufacturer, offering its "Navigate to SaaS" methodology), Strata Information Group (SIG, an Ellucian Premier Service Partner), Ferrilli (an Ellucian Platinum Service Partner), and other similar partners. The market is characterized by a small number of higher-education-focused firms holding Ellucian Service Partner designations, with most offering some variation of Banner readiness, migration, or modernization services. Practical barriers to entry are significant: deep Banner functional and technical knowledge, an established higher-education client base, and current Ellucian Service Partner standing are effective prerequisites for credible delivery of this scope.

The scope of work was developed internally by HGTC IT leadership based on the College's known Banner footprint (production modules, customizations, integrations, and ancillary third-party applications) and on the deliverable structure HGTC has determined is required for institutional planning. The assessment will be procured directly from Ferrilli, which is the firm performing the engagement; Ferrilli is not acting as a reseller, and no third-party implementation or pass-through is involved. The engagement will be delivered through a remote work interviews with HGTC employees. Deliverables consist of a written assessment report and a prioritized remediation roadmap; no software, hardware, or subscription products are being procured under this engagement, so warranty considerations are limited to Ferrilli's standard professional-services obligations under the executed agreement. Knowledge transfer to HGTC staff occurs through participation in the assessment interviews, working sessions, and the review and walkthrough of the final report; no separate end-user training is included in or required by this scope.

Market research has been documented and retained in the procurement workpaper file.

Sole Source Vendor Name: Ferrilli Information Group, LLC (dba Ferrilli)

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.

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Description of supplies, construction, information technology, and/or services vendor will provide under the contract: *(See instructions on last page for guidance.)*

Ferrilli will perform a Banner SaaS Readiness Assessment for Horry-Georgetown Technical College. The engagement includes the following:

- Discovery and inventory of HGTC's current Banner environment, including modules in production, system setup, utilization patterns, custom code, modifications, third-party integrations, and ancillary applications;
- Structured interviews with HGTC functional and technical staff across the major Banner module areas, including Student, Financial Aid, Finance, Human Resources, Self-Service, and integrations;
- Review of HGTC's account management, infrastructure posture, and integration architecture against Ellucian's published SaaS technical and functional requirements;
- Identification of gaps, dependencies, and risk areas that would need to be remediated prior to any future SaaS migration;
- A final written assessment report containing findings, lessons learned, and an institutional improvement "wish list"; and
- A detailed remediation roadmap and timeline classifying activities into three tiers: Immediate Actions, Medium-Sized Projects, and Long-Term Projects.

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)*

Two interrelated factors, taken together, establish Ferrilli as the only identified solution that meets HGTC's need:

1. Independence from HGTC's existing Banner consulting provider. HGTC currently engages Strata Information Group (SIG) under a separate, ongoing consulting agreement to provide general Banner programming and Financial Aid programming services. Under that agreement, SIG develops, modifies, and maintains a substantial portion of the custom code, modifications, and configurations that any Banner SaaS readiness assessment must objectively evaluate. Engaging SIG, or any consulting firm currently performing an active operational programming role in HGTC's Banner environment, to assess its own work product would represent an inherent conflict of interest and would not produce the independent, objective evaluation HGTC has determined it requires. This independence requirement materially narrows the pool of qualified firms.

2. Banner-specific assessment scope and deliverable structure. HGTC has determined, based on its internal planning needs, that the deliverable it requires is a Banner-specific readiness report accompanied by a prioritized remediation roadmap organized into three distinct work tiers: Immediate Actions, Medium-Sized Projects, and Long-Term Projects. Of the qualified firms HGTC reviewed that also satisfy the independence requirement in paragraph 1 above, Ferrilli is the only provider offering this specific assessment scope and deliverable structure as a defined, fixed-fee engagement at the price point quoted. Ellucian Professional Services' Navigate-to-SaaS engagements are scoped for institutions that have already committed to a SaaS migration and are oriented toward implementation execution, not pre-decisional readiness assessment, and therefore do not meet HGTC's stated need. Other reviewed firms either lack current Ellucian Service Partner standing, do not offer a Banner-specific (as opposed to a generalized cloud-readiness) assessment, or do not deliver the categorized roadmap output HGTC requires for institutional planning and budgeting.

For the reasons stated above, no other identified solution is sufficient to meet HGTC's need for an

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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

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independent, Banner-specific SaaS readiness assessment with the deliverable structure required to support the College's planning, budgeting, and risk-management activities related to a potential future migration to Ellucian Banner SaaS.

Note: Determination is not complete without required signatures and dates

Required Signatures:

Prepared by: Terry Quaresimo Date: 05 / 19 / 2026

Printed Name: Terry Quaresimo Title: Chief Information Officer

Approved by: Harold Hawley Approval Date: 5/22/2026

Printed Name: HAROLD HAWLEY Title:

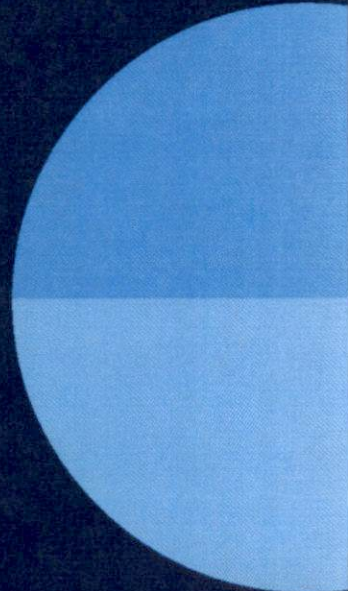
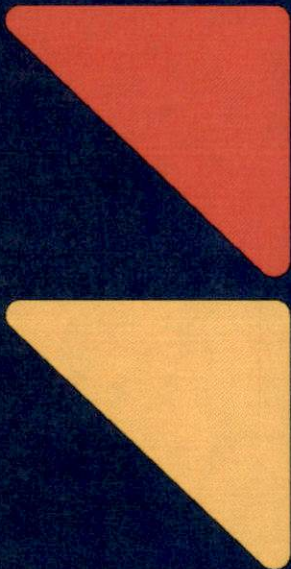
The last page contains instructions and is not required to be retained.

HGTC Banner SaaS Readiness

PRESENTED BY: Ashleigh Mayer, Ferrilli

PRESENTED TO: Horry-Georgetown Technical College

DELIVERED ON: May 11, 2026



FERRILLI

About Ferrilli

Introduction

Thank you for the opportunity to submit this proposal for our services. This proposal provides information regarding our company, overview of the assignment, and associated timing and cost.

We hope that you will choose Ferrilli and allow us to demonstrate the difference that dedicated customer-centric service, a proactive approach and deep higher education experience can make on student success.

It has been our experience that clients tend to think of Ferrilli in singular terms, such as the specific service we provided for them. Later, they are typically surprised to learn about our full range of capabilities. We want to emphasize from the start that when it comes to IT services for higher education, Ferrilli is ready and able to assist you in a variety of ways.

The relationship we have with each client is something we cherish. While we are known for our proactive approach, please remember that we are always ready to help with any questions, concerns, or additional needs you may have. We look forward to serving you.

Technology is
opportunity.

Please direct questions regarding any portion of this proposal to:

NAME: Ashleigh Mayer

TITLE: Regional Account Manager

PHONE: (610) 340-3172

EMAIL: amayer@ferrilli.com

Ferrilli is a technology services provider that accelerates a path to change through technology.

Our company was founded in 2003 to fulfill the need for IT service professionals who truly understand the unique needs and challenges of higher education.

Our clients value our integrity, reliability, specialized experience, and diverse range of capabilities. They tell us that working with Ferrilli is like having a trusted partner or a skilled extension of their staff on-call 24/7/365. We are often called upon to solve problems, or to serve as a strategic partner who can help map out the best path forward.

The outcomes that technology allows you to achieve is **what really matters.**

What you can expect.

- On every assignment, we objectively look for ways to maximize your return on technology and offer those suggestions to you. That's the Ferrilli way.
- We stand by our work and performance with unconditional support. We guarantee it.
- Think of us as a fully capable strategic partner who can solve a pressing technology problem, perform a technology audit, or provide the advice and support you need on any project.
- Our goal is the same as your goal—student success—and we focus our experience, creativity, and expertise to help achieve it on every assignment, large or small.
- Every institution is unique. That's why we take the time to get to know you. We listen and ask the right questions in order to thoroughly understand your needs and culture before ever making a single recommendation.

Ferrilli Services

The following list provides a general overview of our services. Please contact us if you have questions regarding additional technology services that are not listed here.

Technology Effectiveness Assessments

We will help you assess institutional goals; gather input and feedback from students, faculty and staff campus-wide; identify solutions; develop initiatives aligned with priorities. The end deliverable is a solid plan, complete with strong buy-in and the budget required to achieve your goals.

Leadership & Team Deployment

Our professionals have the skills and experience to keep your initiatives on track and perform seamlessly in a leadership capacity for as long as needed. We can also provide assistance with an executive search to fill a permanent position.

ERP & SIS Support

Our ERP consultants and support team leverage unmatched technical and functional expertise to improve operations and business processes, reduce costs, and delight users across the campus.

CORE Managed Services

Ferrilli's CORE higher education managed services provide cost-effective ways for colleges and universities to manage their most crucial IT services. We provide targeted expertise across the entire stack, from full managed services for your ERP and SIS to assistance with more specific solutions.

Security, Cloud & Infrastructure Services

At a time when the consequences of service interruptions and data breaches have never been greater, our Security, Cloud & Infrastructure services ensure your systems can stand up to today's leading threats. And at a time when institutions are modernizing faster than ever before, we help you build and maintain an IT infrastructure that encourages innovation rather than stifling it.

CRM Optimization

We provide support for a wide range of the most popular CRM systems in higher education today, including Salesforce, Microsoft Dynamics, Technolutions Slate, and specialized systems such as Ellucian's suite of CRM Recruit, CRM Advise, and CRM Advance.

Dedicated Project Services

Available on a per-project basis to fulfill most higher education IT service needs, including custom programming, technical support, implementations, migrations, upgrades, enhancements and more!

The Ferrilli Difference can best be summed up as the unique combination of the following attributes and principles:

We are higher ed

The strength of our team stems from our backgrounds in the very institutions we serve. We've been on the inside and know where the value is hidden among your institution's complexity.

Outcomes over tech

Ferrilli follows the outcome. Many firms can provide IT support. Fewer have the vision, capability, and knowledge to see the big picture: how the right technology can accelerate a path to true transformation and success.

If you're not happy, we're not happy

Every company says they're built on a foundation of trust. We stake our money on it with a satisfaction guarantee.

Leading with service

At Ferrilli, we practice an unparalleled commitment to customer service. This isn't an empty sales claim. It's intrinsic to our corporate culture.

Independent and objective

We don't sell hardware or software. We believe that the best technology and the best path forward is the one that is right for the institution.

Commitment follows belief

Ferrilli believes in the mission. We believe that education is a priority. We believe that empowering institutions means better outcomes for students. And we believe, in higher ed especially, that real change is achieved through collective effort.

Scope of Work

TERMS AND CONDITIONS

1. Services

Ferrilli will provide services as directed in the completion of the tasks set forth in the attached Job Order. The Job Order, together with these Terms and Conditions, shall constitute the parties' Agreement. Ferrilli agrees to keep the Client regularly informed of the progress of work performed under this Agreement

2. Compensation

The Client will pay Ferrilli the agreed upon costs as set forth in the Job Order plus reasonable travel expenses as set forth in the Job Order. Ferrilli will invoice on the basis set forth in the Job Order for labor, travel time and travel expenses with payment due as set forth in the Job Order. No increase in amount or scope of services is authorized without formal written amendment to this Agreement through a Change Order executed by the parties.

3. Cancellation of Scheduled Services

The parties agree that once the Client and Ferrilli have scheduled a specific time during which Ferrilli will provide services under the terms of this Agreement, the Client shall pay Ferrilli for such services as if Ferrilli had performed such services on the date scheduled, unless the Client has notified Ferrilli that the Client would like to reschedule or cancel the scheduled services at least fifteen (15) business days prior to the date on which Ferrilli is scheduled to perform such services. The Client's payment shall include the full cost of scheduled consulting services and all actual out-of-pocket expenses incurred in advance of the scheduled consulting services (e.g., non-refundable airline tickets).

4. Term

This Agreement is effective upon signatures and will be presumed to continue in effect until cancelled by either party by providing at least 30 days' advance written notice to the other party.

5. Reports

Any and all files, notes, reports, manuscripts and any other work produced, prepared or developed by Ferrilli as a part of the work under this Agreement are the property of the Client and shall be provided to the Client upon the termination of this Agreement.

6. Independent Contractor; Relationship with Ferrilli

Ferrilli will control the means and manner in which work is performed under this agreement and, in all respects, Ferrilli's relationship to the Client will be that of an independent contractor, not an employee. Further, nothing contained herein shall be deemed or construed to create any agency relationship, joint venture, partnership or similar relationship between Client and Ferrilli. Neither party is authorized to incur any obligation in the other's name. Neither shall be held responsible or liable to the other except as specifically set forth in this Agreement. Neither party shall be held responsible or liable to the other party or to any third party for or on account of any act or omission by the other party except as specifically set forth in this Agreement. Consistent with this independent relationship, Ferrilli may

provide services to other clients which are substantially similar to the services provided to the Client.

7. Force Majeure

Neither party to this Agreement will be liable to the other for any failure or delay in performance under this Agreement due to circumstances beyond its reasonable control including without limitation: acts of God; accident; labor disruption; acts, omissions and defaults of third parties; and official, governmental and judicial action not the fault of the party failing or delaying in performance. The effect of such an occurrence of a *force majeure* event shall result in the immediate termination of this Agreement unless both parties ratify, accept, or acknowledge that this Agreement shall continue.

8. No Warranty

No warranty is stated or implied regarding the services provided under this Agreement. As such, Ferrilli specifically disclaims any and all warranties. Ferrilli makes no warranties or representations of any kind for the services. This means that Ferrilli is providing the services without warranties of any kind, either express or implied, including but not limited to warranties of title, non-infringement, or express or implied warranties of merchantability or fitness for any particular purpose. No advice or information given by Ferrilli or its agents or employees shall create any kind of warranty.

9. Indemnification

Ferrilli agrees to and shall indemnify, defend and hold harmless the Client, its officers, agents and employees free and harmless from, against and in respect of all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries and deficiencies, including interest penalties and reasonable attorneys fees that the Client shall incur or suffer, which solely arise, result from, or relate to Ferrilli's negligence in providing the services set forth in this Agreement. Ferrilli shall only be liable for those losses, claims, or damages that arise as a result of performance under the terms, conditions, and period of this Agreement which solely and directly result from the negligence of Ferrilli and shall in no circumstance exceed amounts actually paid by the Client pursuant to this Agreement in aggregate.

Per Section 11-35-2050 of the South Carolina Procurement Code – "Any term or condition in any contract entered into by the State that requires the State to defend, indemnify, or hold harmless another person, must be void ab initio, unless such term is expressly authorized by law."

10. Limitation of Liability

Ferrilli and the Client acknowledge and agree that in no event will Ferrilli's liability in connection with the services provided by Ferrilli under this agreement exceed the amount actually paid to Ferrilli by the Client under this agreement and Ferrilli will not be liable for any special, incidental, or consequential damages, including without limitation loss of profits, loss of data, and loss of revenues, even if informed of the possibility thereof in advance. These limitations apply to all causes of action in the aggregate, including without limitation breach of contract, Ferrilli's negligence, strict liability, misrepresentation, and other causes of action based on similar legal theories. Ferrilli and the Client further acknowledge and agree that they are entering into this agreement on the understanding that the fees for the services provided by Ferrilli under this agreement have been set to reflect the fact that the Client's remedies, and Ferrilli's liability, shall be limited as expressly set forth in this agreement, and, if not so limited, the fees for the same services would have been substantially higher.

Liability is governed by the South Carolina Tort Claims Act 15-78-1 et seq. Any liability under this agreement for the client is subject to the limitations of this act.

11. Client Representations and Indemnification

Client represents and warrants (a) that it is duly authorized and empowered to enter into this Agreement, (b) the execution, delivery and performance of this Agreement by Ferrilli does not and will not conflict with, breach, violate or cause a default under any contract, agreement, license, instrument, order, judgment or decree to which Client is a party or by which it is bound, and (c) upon the execution and delivery of this Agreement, this Agreement shall be the valid and binding obligation of Company, enforceable in accordance with its terms, subject to applicable bankruptcy, insolvency and similar laws affecting the rights of creditor generally. Client agrees to and shall indemnify, defend and hold harmless Ferrilli, its officers, agents and employees free and harmless from, against and in respect of all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries and deficiencies, including interest penalties and reasonable attorneys fees that Ferrilli shall incur or suffer, which solely arise, result from, or relate to Client's breach of these specific representations.

12. Ownership of Works for Hire

All matters produced under this Agreement shall be works for hire and shall become the sole property of the Client. Said works cannot be used for any other client or purposes without the Client's expressed written permission. The Client shall have all right, title and interest in said matters, including the right to obtain and maintain the copyright, trademark, and/or patent of said matters in the name of the Client. Ferrilli shall reserve the right to provide similar services or solutions to other clients to the extent that (a) Client does not exercise its rights to copyright, trademark and/or patent any of the said matter; or (b) such similar services do not use the Client's work product from the scope of work of this agreement; or (c) such similar services or solutions do not use the Client's valid copyrighted, trademarked, patented, or confidential materials.

13. Worker's Compensation Insurance

Ferrilli agrees to procure and maintain in full force and effect worker's compensation insurance covering its partners, employees and agents while said persons are performing services pursuant to this Agreement. In the event that an employee of Ferrilli performing this Agreement files a worker's compensation claim against the Client, Ferrilli agrees to defend and hold the Client harmless from such claim.

14. Cyber Insurance

Ferrilli maintains cyber insurance for services it provides pursuant to this Agreement. Client shall be entitled to review the current policy coverage terms and limits upon request.

15. Nondiscrimination in Employment

Ferrilli maintains a written policy against unlawful discrimination in employment because of race, color, religious creed, national origin, ancestry, physical handicap, marital status, or gender.

16. Severability

It is the intent and understanding of the parties hereto that if, in any action before any court or other tribunal of competent jurisdiction legally empowered to enforce this Agreement, any term, restriction, covenant, or promise is held to be unenforceable as a result of being unreasonable or for any other reason, then such term, restriction, covenant, or promise shall not thereby be terminated, but, that it shall be deemed modified to the extent necessary to

make it enforceable by such court or other tribunal and, if it cannot be so modified, that it shall be deemed amended to delete therefrom such provision or portion adjudicated to be invalid or unenforceable, and this agreement shall be deemed to be in full force and effect as so modified and such modification or amendment in any event shall apply only with respect to the operation of this Agreement in the particular jurisdiction in which such adjudication is made.

17. Waiver

No provision of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in a writing executed by Client and Ferrilli.

18. Non-Solicitation

During the term of this Agreement, and for a period of six (6) months thereafter, the Client will not solicit for employment any employees of Ferrilli or its affiliates who, within six (6) months prior to such solicitation: (a) directly performed under this Agreement, (b) had substantial contact with the hiring party in relation to this Agreement, or (c) the hiring party became aware of due to, or derived from information learned through the performance of, this Agreement. For this purpose, "solicitation" does not include contact resulting from indirect means such as public advertisement, placement firm searches or similar means not directed specifically at the employee to which the employee responds on his or her own initiative. Notwithstanding the foregoing, either party may at any time, directly or indirectly, solicit and hire any employee of the other party if such employee did not resign but was terminated by the other party. Ferrilli will have the right to seek and recover direct damages from the Client for breach of this provision, including costs of suit and attorney's fees.

19. Entire Agreement

This agreement contains the entire agreement between the parties hereto, and supersedes any and all other agreements heretofore made.

JOB ORDER

Job Name	HGTC Banner SaaS Readiness
Institution	Horry-Georgetown Technical College
Contract Contact	Terry Quaresimo
Job Contact	Terry Quaresimo
Hereafter referred to as "Client"	

Assigned Consultant	TBD
Scheduled Dates:	Dates will be scheduled upon signature of proposal and availability.
Account Manager:	Ashleigh Mayer

Account Manager Phone: (610) 340-3172

Summary of Needs:

Horry Georgetown Technical College (HGTC) is seeking Ferrilli remote Professional Services to evaluate its current Banner environment and develop a SaaS Readiness Recommendations and Roadmap to support planning, budgeting, and preparation for a future migration to the Ellucian Banner SaaS platform. HGTC is targeting completion of the SaaS Readiness Assessment and Recommendations Roadmap in time to support the institution's planned July 1st RFP initiative associated with its Banner SaaS migration strategy.

Ferrilli will conduct a structured SaaS readiness assessment focused on reviewing the technical environment, system artifacts, customization landscape, integration inventory, extensibility utilization, reporting dependencies, and operational readiness considerations. Limited discovery sessions with institutional stakeholders will be used to validate technical findings, identify operational impacts, and assess staffing considerations associated with the institution's future SaaS migration effort. The engagement will result in a recommendations and roadmap report outlining remediation themes, modernization considerations, staffing impacts, reporting and integration transition considerations, and phased migration planning categories to support HGTC's future SaaS migration planning and RFP development activities

Scope of Work:

Ferrilli will provide remote Professional Services to conduct a SaaS Readiness Assessment and develop a SaaS Readiness Recommendations and Roadmap for Horry Georgetown Technical College including the following activities.

Project Initiation

Ferrilli will initiate the engagement and coordinate the inputs required to perform the readiness assessment by:

- Conducting a remote kickoff meeting with HGTC leadership, IT representatives, and designated stakeholders to confirm project objectives, timeline expectations, and July 1st RFP planning objectives
- Confirming documentation and artifact collection required to perform the assessment
- Coordinating access to a designated non-production Banner environment for technical review
- Establishing the timeline for artifact review, discovery sessions, and roadmap delivery to support HGTC's targeted RFP schedule
- Coordinating collection of HGTC's existing Integration and Application Inventory documentation
- Coordinating collection of Blueprint output, modernization readiness artifacts, and related technical documentation

Technical Environment and Artifact Review

Ferrilli will review available system artifacts and environment outputs to establish the institutional SaaS readiness baseline by:

- Reviewing Blueprint output, modernization readiness artifacts, and system assessment results provided by HGTC
- Reviewing the completed Integration and Application Inventory provided by HGTC
- Reviewing documentation describing the institutional reporting and data environment including Argos and Insights usage considerations
- Reviewing existing Ellucian platform investments including Experience Premium, Ethos, Data Connect, EIP, and Insights
- Performing a review of the designated non-production Banner environment to validate identified technical impact areas

- Identifying technical architecture components that may require remediation or modernization to align with SaaS architecture
- Identifying technical dependencies associated with current Banner operational support processes and staffing constraints
- Reviewing current job scheduling and automation approaches including ISE and existing scheduling dependencies

Customization and Technical Impact Assessment

Ferrilli will analyze the institution's Banner customization landscape to identify SaaS compatibility impacts by:

- Identifying categories of non-SaaS compliant database objects and customization patterns
- Grouping customizations by object type to determine remediation themes
- Identifying dependencies created by custom database logic, scheduled processes, and system automation
- Identifying technical components that may require architectural adjustments for SaaS compatibility
- Identifying customizations and operational dependencies associated with Banner reporting and integrations
- Reviewing extensibility readiness considerations associated with Experience, Ethos, EIP, and Data Connect utilization
- Documenting technical impact areas to support migration planning and roadmap sequencing

Targeted Discovery and Operational Validation

Ferrilli will conduct limited discovery sessions to validate technical findings and understand operational dependencies by:

- Developing targeted discovery questions based on artifact review and system analysis
- Conducting structured sessions with designated institutional stakeholders, technical staff, and operational representatives
- Reviewing high level operational processes that interact with identified customizations or integrations
- Validating system usage patterns related to technical components identified during the assessment
- Identifying operational considerations that may require planning during SaaS transition
- Identifying staffing and resource considerations associated with HGTC's limited Banner staffing model
- Reviewing operational impacts associated with mock migration validation, testing participation, and SaaS transition activities
- Reviewing current reporting utilization patterns and operational reporting dependencies

Application and Integration Landscape Review

Ferrilli will evaluate the institutional application ecosystem and integration landscape to determine SaaS readiness considerations by:

- Reviewing the application and integration inventory provided by HGTC
- Classifying integrations by architectural method and dependency pattern
- Identifying integrations that may require modernization or architectural adjustment for SaaS compatibility
- Identifying integrations that may require vendor coordination or architectural changes
- Reviewing current and planned utilization of Ethos and Data Connect related integration strategies
- Identifying current automation and scheduling dependencies associated with integrations and operational processes
- Providing high level integration transition considerations to support migration planning

Reporting and Data Environment Planning Review

Ferrilli will assess reporting and data environment considerations related to SaaS transition by:

- Reviewing documentation describing the current reporting architecture and data environment
- Reviewing current Argos and Insights utilization patterns and operational reporting dependencies
- Identifying categories of reports and data dependencies that may require transition planning
- Identifying reporting architecture considerations associated with SaaS reporting platforms
- Identifying reporting considerations associated with PostgreSQL transition requirements
- Reviewing high level considerations associated with maintaining Argos during SaaS transition planning
- Incorporating reporting transition themes into roadmap recommendations

SaaS Readiness and Migration Planning Review

Ferrilli will review HGTC's current SaaS planning activities and migration readiness considerations by:

- Reviewing HGTC's current Banner SaaS planning objectives and timeline considerations
- Reviewing existing Ellucian SaaS platform investments and readiness positioning
- Identifying preparation activities required prior to SaaS migration initiation
- Identifying major planning categories associated with mock migrations, validation, integrations, reporting, and extensibility
- Identifying operational and technical readiness considerations associated with phased SaaS migration preparation
- Identifying planning considerations associated with staffing augmentation and operational continuity during migration activities
- Providing high level planning guidance to support HGTC's July 1st RFP preparation activities

Findings, Recommendations, and Roadmap Development

Ferrilli will synthesize assessment findings and develop a structured SaaS Readiness Recommendations and Roadmap report by:

- Summarizing SaaS compatibility impact across technical, integration, reporting, extensibility, and operational domains
- Identifying major customization categories requiring remediation
- Providing high level recommendations to modernize technical components for SaaS alignment
- Identifying integration modernization considerations and transition priorities
- Identifying reporting transition considerations
- Identifying operational areas requiring planning attention during SaaS migration
- Identifying staffing augmentation and resource planning considerations associated with migration activities
- Defining migration planning categories to support institutional budgeting and planning
- Developing a phased roadmap identifying preparation activities and migration execution phases
- Developing recommendations to support HGTC's future Banner SaaS RFP and migration planning activities

Project Coordinator

Ferrilli will assign an experienced Project Coordinator to plan and oversee all Ferrilli team activities throughout the project and coordinate closely with Horry Georgetown Technical College leadership and project stakeholders.

Proposed Billing Schedule:

- 25% due upon signature
- 50% due upon draft report

- 25% due upon final report

Approach/Methodology:

Ferrilli's approach combines technical system analysis, artifact review, and targeted discovery to produce a structured SaaS readiness roadmap. Ferrilli will perform this work by:

- Reviewing system artifacts and readiness outputs to establish the technical baseline
- Evaluating customization patterns and technical architecture impacts associated with SaaS migration
- Conducting targeted discovery sessions to validate technical findings and operational dependencies
- Identifying high level integration and reporting transition considerations
- Reviewing current extensibility utilization and SaaS platform readiness considerations
- Synthesizing findings into structured recommendations for SaaS alignment
- Developing a phased roadmap outlining preparation activities and migration planning categories
- Aligning roadmap activities to support HGTC's targeted July 1st RFP planning timeline

Deliverables:

Ferrilli will provide a SaaS Readiness Recommendations and Roadmap report summarizing the findings of the assessment and outlining planning considerations for a future migration to Banner SaaS. Deliverables will include:

SaaS Readiness Assessment Summary

- Overview of institutional readiness across technical, integration, reporting, extensibility, and operational domains

Customization Impact Summary

- Categorization of non-SaaS compliant database objects and customization patterns
- Identification of remediation themes and modernization considerations

Integration Transition Considerations

- High level analysis of integrations requiring modernization or architectural adjustments

Reporting Transition Planning

- Identification of reporting dependencies and planning considerations for SaaS compatible reporting approaches
- High level reporting considerations associated with Argos, Insights, and PostgreSQL transition planning

Operational Impact Summary

- High level identification of operational dependencies associated with technical components
- Staffing and operational readiness considerations associated with migration activities

Migration Planning Framework

- Identification of major migration preparation activities and sequencing considerations
- High level planning considerations associated with mock migrations, extensibility, validation, and operational readiness

SaaS Readiness Recommendations and Roadmap

- Phased roadmap outlining preparation activities and future migration phases
- Recommendations supporting HGTC's future Banner SaaS migration planning and RFP activities

Cost Planning Categories

- High level cost planning categories to support institutional budgeting for remediation and migration activities

Client Responsibilities:

Horry Georgetown Technical College will:

- Provide a completed Integration and Application Inventory template
- Provide Blueprint output, modernization readiness artifacts, and system assessment results
- Provide documentation describing the reporting and data environment
- Provide access to a designated non-production Banner environment for review
- Designate a primary institutional point of contact for project coordination
- Ensure designated functional and technical staff participate in scheduled discovery sessions
- Provide clarification of system architecture, integrations, reporting dependencies, operational processes, and staffing considerations as requested
- Provide existing documentation related to extensibility tools, reporting platforms, integrations, and SaaS planning activities

Scope Exclusions:

The scope of this engagement is limited to evaluating the current Banner environment for SaaS readiness and developing a SaaS Readiness Recommendations and Roadmap.

This scope does not include:

- Detailed functional business process reviews or operational redesign activities
- Back to Baseline assessments or de-customization remediation services
- Implementation, upgrades, configuration, or technical remediation activities
- Integration redevelopment or system configuration work
- Reporting redevelopment or analytics implementation
- End user training, troubleshooting, or operational support
- SaaS migration execution services
- Functional validation execution during mock migrations
- Extensibility development or Experience/EIP configuration activities

Additional services such as Back to Baseline readiness assessments, detailed business process reviews, staffing augmentation, SaaS migration support, reporting transition services, or extensibility consulting services will be defined through a separate engagement as requested.

Location of Work:

Remote

Pricing:

Fixed Fee: \$20,000.00

Plus travel and expenses

1. All prices shall be held open for [30] days.

2. All orders are subject to the terms and conditions included with this job order.

3. Job order effective upon receipt of signed acceptance by client.

For Ferrilli:

A handwritten signature in black ink, appearing to read 'R. Ferrilli', is written over a horizontal line.

Robert Ferrilli, President

Date: 2026-05-11

Accepted as to job order and terms and conditions.

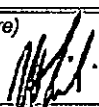
X_____

OPEN TRADE REPRESENTATION

(S.C. Code Ann. §§ 11-35-5300)

The following representation, which is required by Section 11-35-5300(A), is a material inducement for the State to award a contract to you.

I, the official named below, certify I am duly authorized to execute this certification on behalf of the vendor identified below, and, as of the date of my signature, the vendor identified below is not currently engaged in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300.

Vendor Name (Printed) Robert Ferrilli LLC	State Vendor No. 7000138481
By (Authorized Signature) 	Date Executed 5.15.26
Printed Name and Title of Person Signing Robert Ferrilli , CEO	[Not used]



AFFIDAVIT

I certify that we will comply with Section 44-107-10, ET Seg., relating to the South Carolina Drug-Free Workplace Act to provide a drug-free workplace. (Note: this clause applies to any resultant contract of \$50,000.00 or more). The State of South Carolina has amended Title 44, Code of Laws of South Carolina, 1976, relating to health, by adding chapter 107, so as to enact the Drug-Free Workplace Act. (See, Act no. 593, 1990 Acts and Joint Resolutions.)

Vendor: Robert Ferrilli LLC

4 Kings Hwy E Haddonfiel Nj 08033

Street or P. O. Box

City

State

Zip

Telephone: 888.864.3282 Fax

Printed Name: Robert Ferrilli Email: info@ferrilli.com

Signature

CEO

Title

Date: 5.15.26

F.E.I.N: 20-1286946 or S.S. #

**FAILURE TO FURNISH THIS AFFIDAVIT WILL RESULT IN THE DELAY OF
PAYMENT/CONTRACT**

THIS PAGE MUST BE SIGNED & RETURNED

Please return to: Horry Georgetown Technical College
PO Box 261966
Conway, SC 29528-6066
Attn: Dianna Cecala, Procurement Manager

Fax: 843/349-5270
Tel: 843/349-5207
Email: Dianna.cecala@hgtc.edu



SOLE SOURCE JUSTIFICATION LETTER

Ferrilli Information

Robert Ferrilli LLC dba Ferrilli
4 Kings Highway East
Haddonfield, NJ 08033
Phone: 888.864.3282
Website: www.ferrilli.com

Client Information

Institution Name: Horry-Georgetown Technical College
Institution Address:
2050 Highway 501 East
Conway, SC 29526
Primary Contact: Terry Quaresimo
Title: Contract Contact / Project Stakeholder
Date: May 11, 2026

Purpose

This letter serves as a sole source justification for engaging Ferrilli to provide Banner SaaS Readiness Assessment and Recommendations Roadmap services for Horry-Georgetown Technical College ("HGTC"). The purpose of this engagement is to evaluate HGTC's current Ellucian Banner environment and develop a structured SaaS Readiness Recommendations and Roadmap to support institutional planning, budgeting, and preparation activities associated with a future migration to the Ellucian Banner SaaS platform. The engagement is intended to support HGTC's targeted July 1st RFP planning initiative related to Banner SaaS migration activities.

Services to be Provided

Ferrilli will provide remote Professional Services to conduct a comprehensive Banner SaaS Readiness Assessment and develop a SaaS Readiness Recommendations and Roadmap for HGTC. Services include, but are not limited to:

- Project initiation and assessment coordination
- Technical environment and artifact review
- Banner customization and SaaS compatibility assessment



- Integration and application landscape review
- Reporting and data environment planning review
- SaaS readiness and migration planning analysis
- Technical architecture and operational dependency identification
- Targeted discovery sessions with institutional stakeholders
- Staffing and operational readiness review
- Migration planning framework and roadmap development
- Recommendations supporting future Banner SaaS RFP planning activities

Ferrilli will review Blueprint outputs, modernization readiness artifacts, reporting environments, integration inventories, extensibility utilization, automation dependencies, and Banner technical architecture considerations to identify SaaS readiness impacts and modernization planning considerations. Deliverables will include a structured SaaS Readiness Recommendations and Roadmap report outlining remediation themes, migration preparation activities, staffing considerations, reporting transition planning, integration modernization considerations, and phased roadmap sequencing to support HGTC's future Banner SaaS migration planning activities.

Sole Source Justification

Ferrilli is uniquely qualified to provide these services due to its specialized expertise supporting higher education institutions utilizing Ellucian Banner environments and preparing for SaaS modernization initiatives. Ferrilli exclusively serves higher education institutions and possesses extensive technical and operational experience across Banner ERP environments, SaaS readiness planning, integrations, reporting modernization, extensibility tools, and migration support services.

Ferrilli's qualifications include:

- Two-time recipient of the Ellucian Implementation Partner of the Year award
- Recognized by Ellucian as the "Most Enabled Partner"
- Deep expertise supporting Ellucian Banner institutions nationwide
- Specialized experience assessing SaaS readiness and modernization requirements
- Knowledge of Ellucian technologies including Experience, Ethos, Data Connect, EIP, Insights, Argos, and Banner extensibility frameworks
- Experience identifying non-SaaS compliant customizations and operational dependencies
- Ability to provide actionable migration planning and phased roadmap development specific to higher education ERP environments
- Dedicated higher education consulting resources with both technical and operational expertise
- Vendor-independent consulting approach focused solely on institutional outcomes and readiness planning

HGTC requires a consulting partner capable of rapidly assessing the institution's current environment and developing a roadmap aligned to the institution's July 1st RFP timeline. Ferrilli's prior experience, higher education focus, award-winning implementation expertise, and specialized Banner SaaS readiness capabilities



position the firm as uniquely qualified to perform this work efficiently and effectively within the required timeframe.

Benefits to the Institution

Horry-Georgetown Technical College will benefit from engaging Ferrilli through reduced institutional risk, accelerated SaaS readiness planning, and access to specialized higher education expertise focused exclusively on Ellucian Banner environments and SaaS modernization initiatives.

Ferrilli's SaaS Readiness Assessment and Recommendations Roadmap will provide HGTC with a structured understanding of its current Banner environment, including technical customizations, integrations, reporting dependencies, operational impacts, and staffing considerations associated with a future Banner SaaS migration. By identifying these considerations proactively, HGTC can better prepare for migration activities, reduce unexpected technical challenges, and improve institutional planning and budgeting efforts.

Ferrilli's extensive experience supporting higher education institutions through Banner modernization and SaaS readiness initiatives will allow HGTC to leverage proven methodologies and industry best practices to accelerate decision-making and RFP preparation efforts aligned to the institution's planned timeline. Ferrilli's independent and vendor-agnostic approach ensures recommendations are focused solely on the institution's operational goals, technical readiness, and long-term success.

Additional institutional benefits include:

- Reduced operational and technical risk associated with future SaaS migration activities
- Improved visibility into Banner customizations, integrations, and reporting dependencies
- Accelerated SaaS planning and roadmap development aligned to institutional timelines
- Access to experienced higher education consultants specializing in Banner and Ellucian technologies
- Improved planning for staffing, operational readiness, and resource allocation
- Strategic recommendations supporting modernization, extensibility, and reporting transition efforts
- Enhanced preparedness for future Banner SaaS RFP and migration execution activities
- Continuity and stability through engagement with a trusted higher education technology partner

Ferrilli's assessment and roadmap approach will position HGTC to make informed strategic decisions while improving readiness, minimizing disruption, and supporting a more successful long-term transition to Banner SaaS.



Approval & Signature

Institution Representative	Ferrilli Representative
Signature: _____	 Signature: _____
Name: _____	Name: Robert Ferrilli, CEO
Date: _____	Date: _____