

**Procurement Reports
District Five Board of Trustees
Monday August 25, 2025**

Our Procurement Code requires the District to provide the Board of Trustees with certain reports annually. At the August 25, 2025 meeting, we will brief and update on the following:

- **Sole source procurements**
 - **Emergency procurements**
 - **Minority business activity**
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PROCUREMENT CODE DEFINITIONS

MINORITY BUSINESS

The term “minority business” is defined as a business holding a Certificate of Eligibility* issued by the South Carolina Office of Small and Minority Business Assistance (OSMBA). This certification can be issued to a business that is at least 51% owned by one or more citizens who are determined to be socially and economically disadvantaged.

*Only 750 businesses are certified across the State. The certification process is time intensive and many businesses that would qualify simply choose not to go through the application process. For those businesses that are successful in certification, most are only able to provide goods/services to their local area. Due to the difficulty of achieving certification, the District also tracks all businesses who are minority businesses, not just certified through the SC OSMBA.

GOAL - Our Minority Business Enterprise Plan states that we will strive to spend at least 10% of our controllable* procurements with minority-owned firms.

*Controllable procurements are purchases that the District has discretion in the selection of the vendor. Examples of non-controllable procurements are: Utilities, Debt Services, Payments to government/school districts, employee benefits/insurance, vendors under contract for the year, sole source acquisitions, etc.

SOLE SOURCE PROCUREMENTS (*Greater than \$5,000*) ARE ALLOWABLE WHEN:

- the compatibility of equipment, accessories, or replacement parts is of paramount consideration;
- a unique item is needed for trial use, or testing;
- where the item is one of a kind.

EMERGENCY PROCUREMENTS (*Greater than \$5,000*) ARE ALLOWABLE WHEN:

- there is an immediate threat to public health or welfare;
- there is an immediate threat to the safety of people or property;
- there could be an adverse effect on normal day-to-day operations.

MINORITY BUSINESS REPORT - 2024-2025

Total District Five Expenses:	\$93,199,669.03
Contracts*, Sole Source, Reimbursements, Payments to Other Agencies.:	\$61,612,991.89
<i>Total Controllable Dollars</i>	<i>\$41,586,677.14</i>
Procurements involving all known Minority Owned Companies:	\$19,693,295.14
Procurements involving OSMBA Certified Companies:	\$ 321,268.68
47.35% of total eligible procurements involved minority-owned businesses	

Bid Data

Solicitations Issued: 19
Total Solicitations: 19

Total Bid Responses Received: 96
Bid Responses from Minority Companies:
12

SOLE SOURCE & EMERGENCY PROCUREMENT REPORT

2024-2025

SOLE SOURCE				
<u>Date</u>	<u>PO Number</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>
7/1/2024	140266-14027 2	Project Lead the Way	\$50,112.71	Educational Kits
7/1/2024	140346	Tree Techs	\$7,980.00	Security Monitoring
7/1/2024	150156	Anamac/Ecoroq	\$7,872.00	Refrigeration Humidity Control
7/1/2024	150483	Jigsaw Learning/TeachTown	\$42,416.71	Special Services Curriculum
7/1/2024	150857	SC School for the Deaf/Blind	\$14,718.26	Orientation and Mobility Services
7/2/2024	150148	Honeywell	\$135,981.67	HVAC Controls
7/2/2024	150521	Elevation/Curriculum Associates	\$15,887.50	Title 3 Data Management
7/2/2024	152255	Cengage Learning	\$45,122.00	MLL Software
9/10/2024	151038	Vista Learning	\$12,878.30	Multilingual Learner Software
9/18/2024	151149	Panorama	\$23,250.15	Multi Tiered System of Supports Software
11/7/2024	151492	Make Music Inc	\$14,071.42	Music Practice Software
11/18/2024	151618	Project Lead the Way	\$11,243.58	Curriculum Units
12/4/2024	151670	Sphero	\$5,436.26	Indi, Mini, Bolt Robots
12/5/2024	151726	Vex Robotics	\$14,730.89	VEX Robotic Components for Beech Springs
4/17/2020	152598	Discovery Education	\$10,881.90	Science Software

EMERGENCY				
<u>Date</u>	<u>PO Number</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>
9/30/2024	P-Card	Safe Industries	\$5,280.00	Generators - Hurricane
3/12/2025	152332	Palmetto Wildlife Extractors	\$25,850.00	Byrnes High School