

## **NOTICE OF SOLE SOURCE OR EMERGENCY PROCUREMENT**

**Date:** Thursday, June 16, 2005

**Vendor/Contractor:** College Entrance Examination Board

**Contract Amount:** \$111,475.00

**Description of Services:** SAT Readiness Program

**Sole Source Determination:** Copyrighted Materials Purchased Directly  
From the Publisher

**Date of Award:** Thursday, June 16, 2005



# VIRGINIA BEACH CITY PUBLIC SCHOOLS

A H E A D O F T H E C U R V E

*Department of Curriculum and Instruction  
Office of Secondary Instructional Services*

## MEMORANDUM

TO: Amy Upson, Purchasing Agent  
Office of Business Services

FROM: Lorna S. Roberson, Director *LR*  
Office of Secondary Instructional Services

SUBJECT: **Sole Source Justification for the SAT Readiness Program™**

DATE: April 15, 2005

This letter is to certify that the SAT Readiness Program™ (including The Official SAT Online Course™, The Official SAT Study Guide: For the New SAT™, and The Official SAT Teacher's Guide™), and "all items (questions) contained therein, including all copies thereof, all examination materials, and all data included but not limited to all individually identifiable information collected is at all times exclusively owned by the College Entrance Examination Board, who is the exclusive owner of all rights therein, in and to the SAT exam, including, without limitation, all copyrights, trademarks, trade secrets, patents, and other similar proprietary rights, and all renewals and extensions thereof."

The SAT Readiness Program™ materials support the Virginia Beach City Public Schools initiative to provide acceleration and remediation opportunities to underrepresented student populations, particularly students with special needs, students who speak English as their second language, and students who historically have not participated in honors or advanced placement classes where test-taking skills and strategies are emphasized.

/rabd

*Approved for sole source: J. Ken Beasley  
6/16/05*

RECEIVED

JUN 10 2005

VIRGINIA BEACH CITY  
SCHOOL BOARD  
BUSINESS SERVICES

pc: Christine W. Caskey, Assistant Superintendent  
Department of Curriculum and Instruction



# VIRGINIA BEACH CITY PUBLIC SCHOOLS

A H E A D O F T H E C U R V E

*Department of Curriculum and Instruction  
Office of Secondary Instructional Services*

TO: J. Kevin Beardsly, Director  
Purchasing Services

FROM: Lorna S. Roberson, Director *LR*  
Office of Secondary Instruction

Robin L. Hoffman, Secondary English/language arts Coordinator  
Frances G. Sharer, Secondary English Instructional Specialist  
Office of Secondary Instructional Services

**SUBJECT: RATIONALE FOR SELECTION**

DATE: June 9, 2005

The secondary English team selected three SAT preparation programs to review. After reviewing the three programs, we concluded that College Board's *The Official SAT Online Course*™ is superior to the other programs and is the best option. The decision was based on its online scoring tools for writing and its use of actual SAT practice tests.

Programs Reviewed	Rationale for Selection
<i>The Official SAT Online Course</i>	<ul style="list-style-type: none"><li>• Students may submit a limited number of writings.</li><li>• Provides three actual SAT practice tests.</li></ul>
<i>Triumph College Admissions from Test Prep</i>	<ul style="list-style-type: none"><li>• The program allows students to submit one writing assignment for online review.</li><li>• The program contains practice tests, but they are not actual SAT tests.</li><li>• The program is cost prohibitive.</li></ul>
<i>Peterson's Test Prep from Thomson</i>	<ul style="list-style-type: none"><li>• Does not include an online writing tool that scores student work.</li></ul>

# PURCHASE REQUISITION



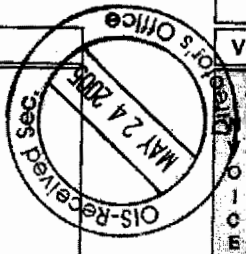
VIRGINIA BEACH CITY PUBLIC SCHOOLS  
SCHOOL ADMINISTRATION BUILDING  
2512 GEORGE MASON DRIVE  
VIRGINIA BEACH VA 23456

Entered Date: 03/25/2005	FY 05	Requisition No. <b>INST-5-0043378</b>
Required Date:		

Justification: SAT ONLINE INSTR. MATRLS-HS&MS

Vendor: COLLEGE BOARD PUBLICATION Phone: ( ) - ext.

<p><b>S</b> <b>H</b> <b>I</b> <b>P</b> <b>T</b> <b>O</b></p> <p>VIRGINIA BEACH CITY PUBLIC SCHOOLS DEPT OF CURRICULUM &amp; INSTRUCTION SCHOOL ADMINISTRATION BUILDING 2512 GEORGE MASON DRIVE VIRGINIA BEACH VA 23456</p>	<p>VIRGINIA BEACH CITY PUBLIC SCHOOLS OFFICE OF BUSINESS SERVICES P.O. BOX 6038 VIRGINIA BEACH VA 23456</p>
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Requesting Department	Requestor	Phone #	Requisition Type
INSTRUCTION AND CURRICULUM	MURRAY, LEE ANN	(757) 263 - 1145 ext.	ST

Item	Class-Item and Description	Quantity	Unit	Unit Price	Total
1.0	THE OFFICE SAT STUDY GUIDE: FOR THE NEW SAT	1150.00	EA	\$19.95	\$22,942.50
2.0	THE OFFICIAL SAT TEACHER'S GUIDE	23.00	EA	\$49.95	\$1,148.85
3.0	THE OFFICIAL SAT ONLINE COURSE	1150.00	EA	\$69.00	\$79,350.00
4.0	EZ DATA SCANNERS	23.00	EA	\$395.00	\$9,085.00
5.0	BUBBLE SHEETS	46.00	EA	\$40.00	\$1,840.00
6.0	SHIPPING	1.00	EA	\$1,927.31	\$1,927.31
	PLEASE MARK ALL BOXES: ATTN FRAN SHARER, SECONDARY ENGLISH				
	PLEASE FAX ORDER TO LARRY BROWN AT COLLEGE BOARD FAX: 770-225-4062 DO NOT MAIL TO COLLEGE BOARD				
				Discount:	(\$4,818.27)
				Subtotal:	\$111,475.39
				<b>TOTAL:</b>	<b>\$111,475.39</b>

**Accounting Information**

116.51700 . 606011.0037800  
Title V FY04 Carryover *KMP 5/24/05*

Request submitted by: D. Khay Alt Ed 5/22/05  
Name: Carolyn Hoffman Title: Coordinator Sec. Eng.

Request approved by: \_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_

Purchase authorized by: \_\_\_\_\_

Purchase action taken by: \_\_\_\_\_

We the undersigned, by approving this requisition, hereby certify that to the best of his/her knowledge, the requisition fully complies with the provisions of the State and Local Government Conflict of Interest Act (Code of Virginia, § 2.2-3106 et seq.)