

## NOTICE OF SOLE SOURCE PROCUREMENT

Date: Tuesday, April 19, 2005

Vendor/Contractor: Kaeden Corporation

Requisition or Purchase Order No: INST-5-0043790

Contract Amount: \$71, 400.00

Description of Services: Kaeden Literature Services.

Sole Source Determination: Copyrighted material available from only one source.

Date of Award: Tuesday, April 19, 2005

# PURCHASE REQUISITION



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

Entered Date: 04/12/2005	<b>FY</b>	<b>Requisition No.</b>
Required Date: 05/12/2005 02:45 P	<b>05</b>	<b>INST-5-0043790</b>

<b>Justification: Lang. Arts Instruct. Materials</b>	
<b>S H I P T O</b>	VIRGINIA BEACH CITY PUBLIC SCHOOLS SUPPLY WAREHOUSE 5120 CLEVELAND STREET VIRGINIA BEACH VA 23462

<b>Vendor: KAEDEN CORPORATION Phone: ( ) - ext.</b>	
<b>I N V O I C E</b>	VIRGINIA BEACH CITY PUBLIC SCHOOLS OFFICE OF BUSINESS SERVICES P.O. BOX 6038 VIRGINIA BEACH VA 23456

Requesting Department	Requestor	Phone #	Requisition Type		
INSTRUCTION AND CURRICULUM	HARRELL, ROSE	(757) 263 - 1144 ext.	ST		
Item	Class-Item and Description	Quantity	Unit	Unit Price	Total
1.0	Literature Series, 1085-6 Free Shipping per Joan Hoyer ATTN: LANGUAGE ARTS	56.00	EA	\$1,275.00	\$71,400.00
<b>Subtotal:</b>					<b>\$71,400.00</b>
<b>TOTAL:</b>					<b>\$71,400.00</b>

**VBCPS Accounting Information**

APR 13 2005

Request submitted by:	<i>Paula A. Tristolia</i>	Name	<i>Clemente Ferguson</i>	Title
Request approved by:	<i>J. Clemente</i>	Name		Title
Purchase authorized by:		Name		Title

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

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



# 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 Elementary Instructional Services*

## MEMORANDUM

TO: Amy Upson, Procurement Specialist  
Office of Business Services

FROM: Paula Tortolini, Elementary Language Arts Coordinator PJ  
Office of Elementary Instructional Services

SUBJECT: **SOLE SOURCE JUSTIFICATION FOR KAEDEN**

DATE: April 13, 2005

This letter is to verify that Kaeden is the sole source for Kaeden Literature Series.

These packets of leveled reading materials will be provided to schools to increase their guided reading library inventories, especially at the emergent and early reading levels. Guided reading is a critical component of balanced literacy instruction, and the availability of a variety of fiction and nonfiction texts to support varying student interests and levels of reading development is critical.

/rmh

cc: Loneta B. Clement, Director  
Office of Elementary Instructional Services

Approved for Sole Source: J. Ken Blanks  
4/19/05

**Kevin Beardsley**

**From:** Paula Tortolini  
**Sent:** Tuesday, April 19, 2005 1:58 PM  
**To:** Kevin Beardsley  
**Subject:** RE: Sole Source Request

Yes. Is that the way it should be stated?

**From:** Kevin Beardsley  
**Sent:** Tuesday, April 19, 2005 12:25 PM  
**To:** Paula Tortolini  
**Cc:** Loneta B. Clement  
**Subject:** Sole Source Request

Paula,

I am reviewing four (4) request for Sole Source memos from your. They are for:

Kaeden Corporation  
Pearson Learning – iOpener products  
Pearson Scott Foremen – Big Book  
National Geographic – Providing Goods

When you state that these companies are the sole source providers of these products, do you mean that these are copyrighted materials and that they are only sold through the requested sources?

Thank you,

J. Kevin Beardsley, C.P.P.B., C.P.P.O.  
Director of Purchasing  
Virginia Beach City Public Schools  
(757) 263-1175  
Fax: (757) 263-1147

4/19/2005