

NOTICE OF SOLE SOURCE PROCUREMENT

Date: Wednesday, June 08, 2005

Vendor/Contractor: Thomson Learning

Contract Amount: \$68,143.25

Description of Services: Instructional Materials

Sole Source Determination: Copyrighted materials purchased directly from the publisher.

Date of Award: Wednesday, June 08, 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 Technical and Career Education*

MEMORANDUM

TO: Kevin Beardsley, Director
Office of Purchasing Services

FROM: Rhonda S. J. Doak, Coordinator *Rhonda S. J. Doak*
Business and Information Technology
Office of Technical and Career Education

SUBJECT: TCE-5-004365, Sole Source

DATE: June 7, 2005

The materials requested on the above requisition are sole source through Thomson Learning. These materials are needed to support the curricula competencies for Computer Information Systems, Advanced Computer Information Systems, Virtual Enterprise/Business Management, and IT Fundamentals.

The material is copyrighted material and not sold through distributors. Thomson Learning is the sole owner of the copyrights belonging to the following publishers and materials: Boyd & Fraser, Brooks/Cole, Course Technology, Delmar, Heinle & Heinle, PWS, South-Western College, South-Western School, West Publishing, and Wadsworth.

PURCHASE REQUISITION



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

Entered Date: 04/08/2005	FY	Requisition No.
Required Date:	05	TCE-5-0043654

Justification: Inst Supplies - rd -

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VIRGINIA BEACH CITY PUBLIC SCHOOLS
 OFFICE OF TECHNICAL & CAREER EDUCATION
 ADVANCED TECHNOLOGY CENTER
 1800 COLLEGE CRESCENT
 VIRGINIA BEACH VA 23456

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Vendor: THOMSON LEARNING Phone: () - ext.

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VIRGINIA BEACH CITY PUBLIC SCHOOLS
 OFFICE OF BUSINESS SERVICES
 P.O. BOX 6038
 VIRGINIA BEACH VA 23456

Requesting Department	Requestor	Phone #	Requisition Type		
TECHNICAL & CAREER EDUCATION	SWOFFORD, CHERI	(757) 468 - 2037 ext.	ST		
Item	Class-Item and Description	Quantity	Unit	Unit Price	Total
✓ 1.0	#538684712 Corporate View Text	55.00	EA	\$36.00	\$1,980.00 ✓
✓ 2.0	#538698330 Handling Conflict Learner Guide	55.00	EA	\$13.00	\$715.00 ✓
✓ 3.0	#53869839X Managing Change Learner Guide	55.00	EA	\$13.00	\$715.00 ✓
✓ 4.0	#538431334 Marketing Learner Guide	55.00	EA	\$15.00	\$825.00 ✓
✓ 5.0	#538440961 Marketing, An Introduction Text	55.00	EA	\$52.50	\$2,887.50 ✓
✓ 6.0	#538698306 Teamwork Learner Guide	55.00	EA	\$13.00	\$715.00 ✓
✓ 7.0	#53869016X Reading in the Workplace Learner Guide	55.00	EA	\$13.00	\$715.00 ✓
✓ 8.0	#538690186 Writing in the Workplace Learner Guide	55.00	EA	\$13.00	\$715.00 ✓
✓ 9.0	#538690208 Listening Learner Guide	55.00	EA	\$13.00	\$715.00 ✓
✓ 10.0	#538698365 Customer Service Learner Guide	55.00	EA	\$13.00	\$715.00 ✓
✓ 11.0	#538698454 How to Find and Apply for a Job Learner Guide	55.00	EA	\$13.00	\$715.00 ✓
✓ 12.0	#53869842X Embracing Diversity Learner Guide	55.00	EA	\$13.00	\$715.00 ✓

APR 14 2005

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.)

Request submitted by: _____
Name Title

Request approved by: _____
Name Title

Purchase authorized by: _____

Purchase action taken by: _____

PURCHASE REQUISITION



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

Entered Date: 04/08/2005	FY	Requisition No.
Required Date:	05	TCE-5-0043654

Justification: Inst Supplies - rd -

S H I P T O	VIRGINIA BEACH CITY PUBLIC SCHOOLS OFFICE OF TECHNICAL & CAREER EDUCATION ADVANCED TECHNOLOGY CENTER 1800 COLLEGE CRESCENT VIRGINIA BEACH VA 23456
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Vendor: THOMSON LEARNING Phone: () - ext.

I N V O I C E	VIRGINIA BEACH CITY PUBLIC SCHOOLS OFFICE OF BUSINESS SERVICES P.O. BOX 6038 VIRGINIA BEACH VA 23456
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Requesting Department	Requestor	Phone #	Requisition Type
TECHNICAL & CAREER EDUCATION	SWOFFORD, CHERI	(757) 468 - 2037 ext.	ST

Item	Class-Item and Description	Quantity	Unit	Unit Price	Total
✓ 13.0	#538690143 Speaking and Presenting Learner Guide	55.00	EA	\$13.00	\$715.00 ✓
✓ 14.0	#538441755 Managing Your Personal Finances Text	55.00	EA	\$51.50	\$2,832.50 ✓
✓ 15.0	#538441488 Professional Development Quick Skills Series	55.00	EA	\$35.00	\$1,925.00 ✓
✓ 16.0	#619200278 Office 2003: Post-Advanced Concepts and Techniques	250.00	EA	\$52.25	\$13,062.50 ✓
✓ 17.0	#1592004768 Blogging for Teens	21.00	EA	\$12.00	\$252.00 ✓
✓ 18.0	#619215321 Guide to Networking Essentials, Fourth Ed.	19.00	EA	\$52.50	\$997.50 ✓
✓ 19.0	#619255587 Microsoft Office 2003: Introductory Concepts and Techniques	275.00	EA	\$53.00	\$14,575.00 ✓
✓ 20.0	#619200261 Microsoft Office 2003: Advanced	275.00	EA	\$52.25	\$14,368.75 ✓
✓ 21.0	✓ 0-538-69818-7 SCANS 2000: Developing a Marketing Plan: Virtual Workplace Simulation CD	55.00	EA	\$66.25	\$3,643.75 ✓

APR 14 2005

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.)

Request submitted by: _____
Name Title

Request approved by: _____
Name Title

Purchase authorized by: _____
(For School Board Use Only)

Purchase action taken by: _____
OBS/Purchasing Division

PURCHASE REQUISITION



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

Entered Date: 04/08/2005	FY	Requisition No.
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S H I P T O	VIRGINIA BEACH CITY PUBLIC SCHOOLS OFFICE OF TECHNICAL & CAREER EDUCATION ADVANCED TECHNOLOGY CENTER 1800 COLLEGE CRESCENT VIRGINIA BEACH VA 23456
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Vendor: THOMSON LEARNING Phone: () - ext.

I N V O I C E	VIRGINIA BEACH CITY PUBLIC SCHOOLS OFFICE OF BUSINESS SERVICES P.O. BOX 6038 VIRGINIA BEACH VA 23456
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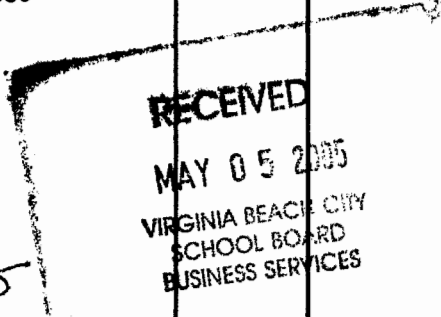
Requesting Department	Requestor	Phone #	Requisition Type
TECHNICAL & CAREER EDUCATION	SWOFFORD, CHERI	(757) 468 - 2037 ext.	ST

Item	Class-Item and Description	Quantity	Unit	Unit Price	Total
22.0	✓ 0-538-69826-8 SCANS 2000: Developing a Business Plan: Virtual Workplace Simulation CD Instructional supplies for Business Education Attn: Rhonda Doak	55.00	EA	\$66.25	\$3,643.75
Subtotal:					\$68,143.25
TOTAL:					\$68,143.25

VBCPS Accounting Information

APR 14 2005

115-50300-606011
Ca
5/4/05



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.)

Request submitted by: *Rhonda Doak*
Name: _____ Title: _____

Request approved by: *[Signature]*
Name: _____ Title: _____

Purchase authorized by: *[Signature]*
Name: _____ Title: _____

Purchase action taken by: _____

Quantity	Title:	ISBN	Price/Unit	Total
55	SCANS 2000: Developing a Marketing Plan: Virtual Workplace Simulation CD	✓0538698187	\$66.25	\$ 3,643.75
55	SCANS 2000: Developing a Business Plan: Virtual Workplace Simulation CD	✓0538698268	\$66.25	\$ 3,643.75
55	Corporate View text	✓0538684712	\$36.00	\$ 1,980.00
55	Handling Conflict Learner Guide	✓0538698330	\$13.00	\$ 715.00
55	Managing Change Learner Guide	✓053869839X	\$13.00	\$ 715.00
55	Teamwork Learner Guide	✓0538698306	\$13.00	\$ 715.00
55	Reading in the Workplace Learner Guide	✓053869016X	\$13.00	\$ 715.00
55	Writing in the Workplace Learner Guide	✓0538690186	\$13.00	\$ 715.00
55	Listening Learner Guide	✓0538690208	\$13.00	\$ 715.00
55	Customer Service Learner Guide	✓0538698365	\$13.00	\$ 715.00
55	How to Find and Apply for a Job Learner Guide	✓0538698454	\$13.00	\$ 715.00
55	Embracing Diversity Learner Guide	✓053869842X	\$13.00	\$ 715.00
55	Speaking and Presenting Learner Guide	✓0538690143	\$13.00	\$ 715.00
55	Managing Your Personal Finances text	✓0538441755	\$51.50	\$ 2,832.50
55	Professional Development - Quick Skills Series (<i>Personal Development for Life and Work</i>)	✓0538441488	\$35.00	\$ 1,925.00
55	Marketing Learner Guide	✓0538431334	\$15.00	\$ 825.00
55	Marketing, An Introduction text	✓0538440961	\$52.50	\$ 2,887.50
11	Blogging for Teens	✓1592004768	\$12.00	\$ 132.00
11	Guide to Networking Essentials, Fourth Edition	✓0619215321	\$52.50	\$ 577.50
250	Microsoft Office 2003: Post Advanced	✓0619200278	\$52.25	\$ 13,062.50
275	Microsoft Office 2003: Advanced	✓0619200261	\$52.25	\$ 14,368.75
275	Microsoft Office 2003: Introductory Concepts and Techniques	✓0619255587	\$53.00	\$ 14,575.00
Total			\$ 67,603.25	

To order, you have four options. Please choose the most convenient option for you.

1. Fax PO to Stan Whitt at 804.530.5179
2. Email PO to stan.whitt@thomson.com
3. Contact customer service at 800.824.5179
4. Fax customer service at 800.487.8488