

## **NOTICE OF SOLE SOURCE PROCUREMENT**

**Date:** Wednesday, June 14, 2006

**Vendor/Contractor:** Educational Testing Service

**Contract Amount:** \$199,800.00

**Description of Services:** Site License for Middle School Students

**Sole Source Determination:** Copyrighted materials sold directly from the publisher.

**Date of Award:** TBD

JUN 14 2006 PM 6:02 UBS



# **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:** Kevin J. Beardsley, Director  
Office of Purchasing Services

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

Lorna S. Roberson, Director  
Robin L. Hoffman, Coordinator  
Office of Secondary Instructional Services

**SUBJECT: SOLE SOURCE JUSTIFICATION FOR CRITERION<sup>SM</sup> ONLINE  
TRAINING**

**DATE:** June 12, 2006

This memorandum is to certify that Criterion<sup>SM</sup> Online Training is at all times exclusively distributed by Educational Testing Service (ETS).

Approved for Sole Source. J. Kevin Beardsley  
6/14/06



June 12, 2006

Robin Hoffman  
Virginia Beach City Public Schools  
2512 George Mason Drive  
Virginia Beach, VA 23456

Dear Ms. Hoffman:

Please be advised that Criterion<sup>sm</sup> Online Writing Evaluation was developed at Educational Testing Service<sup>®</sup> (ETS). ETS is the sole manufacturer and sole distributor of Criterion Online Writing Evaluation.

If you have any questions or require any additional information, please do not hesitate to contact me.

Sincerely,

Matthew O'Neill  
Account Manager  
Elementary and Secondary Education  
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*Listening.  
Learning.  
Leading.*