



VIRGINIA BEACH CITY PUBLIC SCHOOLS

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

DEPARTMENT OF TECHNOLOGY

MEMORANDUM

TO: Kevin Beardsley, Director
Purchasing Services

FROM: William Johnsen, Director
Department of Technology


SUBJECT: **Sole Source Purchases – Tech4Learning Training**

DATE: October 11, 2005

Tech4Learning is the sole manufacturer and distributor for the ProjectLearn Integration Strategies Camp. The “camp” includes volume licenses of selected software titles and *Recipes4Success licenses*. Tech4Learning is also the sole source for these products.

We have determined that this is required training to enhance the library media program in Virginia Beach City Public Schools.

Approved: J. Kevin Beardsley 10/14/05


VIRGINIA BEACH CITY PUBLIC SCHOOLS
A HEAD OF THE CURVE
NON-EMPLOYEE CONTRACT FOR SERVICES
WITH
Fill in the name of the Consultant/Trainer/Vendor

SCHOOL/DEPARTMENT: Department of Technology
PURPOSE/SERVICES: To provide training sessions for teams of Library Media Specialists and Classroom Teachers
CONTRACT DATES: December 12-15, 2005 and January 5-12, 2006
COST OF SERVICES: \$108,000

ALLOWABLE EXPENSES: *NA*

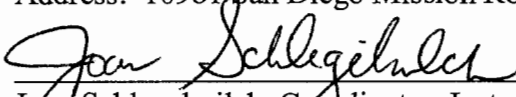
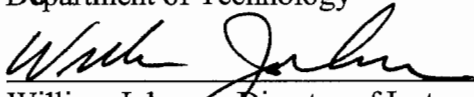
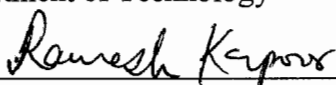
PAYMENT SCHEDULE: Payment will be remitted upon completion of the services and receipt of an original invoice.

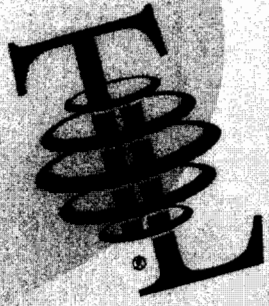
CONFIRMATION: Receipt of the signed contract constitutes confirmation. Any changes in this agreement must be prearranged and agreed to by both parties in writing.

ACCEPTANCE OF CONTRACT: The above prices, specifications, and conditions are satisfactory and are hereby accepted. Tech4Learning, Inc. is authorized to complete the services as specified and payment will be made as outlined.

GOVERNING LAW/VENUE: This Contract shall be governed by the laws of the Commonwealth of Virginia regardless of where accepted or delivered. Venue for all litigation shall be in the Circuit Court of the City of Virginia Beach, Virginia or the United States District Court for the Eastern District of Virginia, Norfolk Division.

The company, Tech4Learning, Inc. will indemnify and hold harmless the School Board and its officials, agents, employees, and volunteers from any and all claims, losses or expenses arising out of the performance of this contract including all litigation expenses and reasonable attorney's fees.

Authorized Tech4Learning, Inc. Agent Social Security/Federal ID Number:(W-9 form required) Address: 10981 San Diego Mission Road, Suite 120, San Diego, CA 92108	Date
 Joan Schlegelmilch, Coordinator, Instructional Technology Department of Technology	<u>10-11-05</u> Date
 William Johnson, Director of Instructional Technology Department of Technology	<u>10/11/05</u> Date
 Ramesh Kapoor, Chief Information Officer Department of Technology	<u>10/12/05</u> Date
Office of Business Services	Date



October 11, 2005

Joan Schlegelmilch
Instructional Technology Coordinator
Virginia Beach City Public Schools

RE: Sole Source for ProjectLearn Integration Strategies Camp™

Dear Joan,

Tech4Learning, Inc. is the developer and copyright holder for the ProjectLearn Integration Strategies Camp ("the Product"). Tech4Learning is the sole source for the Product. The Product is not offered for distribution through any reseller.

The Product has been adapted to fit the goals set forth by Virginia Beach City Public Schools. This includes customized project facilitation strategies designed to increase the buy-in of technology and information literacy project work by Virginia Beach City Public School educators.

The resources provided to each participant as part of the Product include a one-year subscription to the Recipes4Success and multi-user licenses for selected Tech4Learning software products. Tech4Learning is the sole source for the Recipes4Success web site and multi-user software licenses. All products and resources are included in the price of the workshop.

For further questions, contact Melinda Kolk, director of Professional Development, at 877-834-5453.

Sincerely,

Melinda Kolk

Director of Professional Development
Tech4Learning, Inc.

Tech4Learning

10981 San Diego Mission Rd.
Suite 120
San Diego, CA 92108

Toll Free 877-834-5453
Phone 619-563-5348
Fax 619-283-8176

www.tech4learning.com

October 5th, 2005

Joan Schlegelmilch
Virginia Beach City Schools
2512 George Mason Drive
Virginia Beach, VA 23456

Re: ProjectLearn Academy for Library Media Specialists

Dear Joan,

Thank you for requesting a quote for a ProjectLearn Academy for Library Media Specialists. Following is a description and the requested pricing for these trainings.

ProjectLearn Academy

During this 2-day training, participants will be introduced to a project-building process that supports research skills and addresses information literacy goals. Participants will work in teams to develop projects they can implement in their schools immediately. All participants will receive a one-year subscription to the Recipes4Success.

Information Literacy

During this one-day training, participants will explore strategies that will help them successfully use technology to improve student information literacy skills. They will explore strategies for identifying strengths and weaknesses, and leave with ideas for helping teachers maximize student learning using library and media resources.

Participant Materials

To provide them with image editing, web authoring, and video tools during the training; each participant in the ProjectLearn Academy will receive a copy of the Imagination Suite and VideoBlender. During the workshop, participants will be utilizing resources from the Recipes4Success website and will leave the training with a one-year subscription so that they continue to have access to and create new My Books, Graphic Organizers, and Rubrics to support their projects.

<u>Product</u>	<u>Participant Minimums</u>	<u>Date(s)</u>	<u># of Users*</u>	<u>\$\$/User/day</u>	<u>Est. Total</u>
ProjectLearn Academy	50	Dec. 12-13, 2005	56	200	22,400
ProjectLearn Academy	50	Dec. 14-15, 2005	56	200	22,400
Information Literacy	50	Dec. 16, 2005	56	200	11,200
ProjectLearn Academy	45	Jan., 5-6, 2006	52	200	20,800
Information Literacy	20	Jan. 9, 2006	26	200	5,200
ProjectLearn Academy	45	Jan. 10-11, 2006	52	200	20,800
Information Literacy	20	Jan.12, 2006	26	200	5,200

*All pricing based on estimated number of participants. Final invoice will reflect actual number of workshop participants. VBCPS District Technology Coordinators may attend at no charge.

Your terms are Net 30 days from date of invoice. Tech4Learning, Inc. will hold this pricing firm through October 31st, 2005.

Please feel free to contact me with any questions or if any further information is needed. I look forward to hearing from you very soon.

Sincerely,



Melinda Kolk
Director of Professional Development

Tech4Learning

10981 San Diego Mission Rd.
Suite 120
San Diego, CA 92108

Toll Free 877-834-5453
Phone 619-563-5348
Fax 619-283-8176

www.tech4learning.com

**VIRGINIA BEACH CITY PUBLIC SCHOOLS
GENERAL CONTRACT EXECUTION POLICY 3-89
FISCAL NOTE**

M. Smith

Department of Technology
SCHOOL/DEPARTMENT

116.51600.603407.0037200
ACCOUNT NUMBER

Tech4Learning Training for Library Media Specialists and Classroom Teachers

CONTRACT INFORMATION

YEAR	FISCAL YEAR	(a) ESTIMATED COSTS	(b) ESTIMATED REVENUES	NET DIFFERENCE (a) - (b)
1	2005/2006	\$ 108,000.00		\$ (108,000.00)
2				\$ -
3				\$ -
4				\$ -
5				\$ -
TOTAL		\$ 108,000.00	\$ -	\$ (108,000.00)

SCHOOL CONTRACTS ONLY

SCHOOL BOOKEEPER VERIFICATION THAT FUNDS ARE AVAILABLE OR WILL BE AVAILABLE IN THE ABOVE ACCOUNT NUMBER

SCHOOL BOOKEEPER'S SIGNATURE

DATE

CAPITAL PROJECTS ONLY

TOTAL COST TO COMPLETE THE PROJECT:

\$ _____

PROJECT BUDGET:

\$ _____

CONTRACT BASE COST

\$ _____

Ramesh Kapoor

10/12/05

SCHOOL/DEPT. AUTHORIZED SIGNATURE

DATE

RECEIVED

8/98 OBS

OCT 2 2005

VIRGINIA BEACH CITY
SCHOOL BOARD
BUSINESS SERVICES