

## **NOTICE OF SOLE SOURCE PROCUREMENT**

**Date:** Thursday, April 19, 2007

**Vendor/Contractor:** Nystrom

**Contract Amount:** \$149,689.00

**Description of Services:** Maps and Globes

**Sole Source Determination:** Alignment with curriculum and consistency throughout the district.

**Date of Award:** TBD



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

**FROM:** Lannah Hughes, High School Social Studies Coordinator  
Office of Instructional Services

**SUBJECT:** NYSTROM MAP AND GLOBE ORDER

**DATE:** April 19, 2007

I am requesting your approval of the purchase of maps, globes, and atlases as instructional materials for social studies classrooms. Please reference Requisition # INST-7-0068441 in the amount of \$149,689.00 (attached).

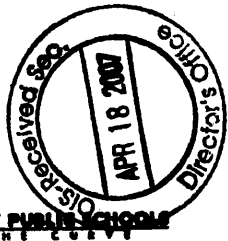
The decision to purchase these materials from Nystrom maps and globes in Virginia Beach City Public Schools is based upon the following factors:

- Comparison with the materials available through other suppliers consistently provides evidence of Nystrom's close product alignment with the curricular objectives of Virginia Beach City Public Schools and the Standards of Learning for the high school Social Studies.
- The Nystrom products offer a wide range of materials and enable us to select the appropriate items for the core high school courses.
- Using the materials from the same company provides consistency as students move from one grade to the next.
- The materials requested are sufficient to meet a number of Virginia Beach instructional objectives in multiple courses.
- Nystrom's excellent customer services include regular map inventories and repairs.
- Nystrom's current local representative does not charge the school division for shipping charges.

/dss

Approved for sole source purchase.  
J. Ken Beardsley  
4/19/07

## REQUISITION



VIRGINIA BEACH CITY PUBLIC SCHOOLS  
AREAS OF THE CURRY

Justification: Instructional Materials

Required Date:  
Requested Date: 04/18/2007  
Phone: (757) 263 - 1175  
Vendor: HERFF JONES INC

Fiscal Yr:  
07

Requisition No.  
INST-7-0068441

SUPPLY SERVICES  
5120 CLEVELAND STREET  
VIRGINIA BEACH, VA 23462

OFFICE OF BUSINESS SERVICES  
P.O. BOX 6038  
VIRGINIA BEACH, VA 23456

Requesting Department		Requestor		Phone #		Requisition Type	
INST - INSTRUCTION AND CURRICULUM		DONNA SAWYER		(757) 263 - 1020		ST - STANDARD	
Item	Class-Item and Description	Quantity	Unit	Unit Price	Total		
1	WORLD I SERIES-ANCIENT, CF1-WH 1-16	56.00	EA	\$789.00	\$44,184.00		
2	WORLD HISTORY SERIES-MODERN, CF WH 17-32	35.00	EA	\$789.00	\$27,615.00		
3	U.S. HISTORY-ENTIRE, CF 132USH	1.00	EA	\$1,439.00	\$1,439.00		
4	U.S. HISTORY-EARLY, CF1US 1-16	1.00	EA	\$789.00	\$789.00		
5	LARGE GLOBE, CF 6120-0261	1.00	EA	\$169.00	\$169.00		
6	WORLD/US, CF1SR991	13.00	EA	\$289.00	\$3,757.00		
7	NORTH AMERICA, CF1SR5	3.00	EA	\$179.00	\$537.00		
8	EUROPE, CF1SR2	13.00	EA	\$179.00	\$2,327.00		
9	CONTINENTS, CF1SR991	2.00	EA	\$179.00	\$358.00		
10	MIDDLE EAST, CF1SR81	2.00	EA	\$179.00	\$358.00		

# REQUISITION



Justification: Instructional Materials

Required Date:	Fiscal Yr:	Requisition No.
Requested Date: 04/18/2007	07	INST-7-0068441
Phone: (757) 263 - 1175		
Vendor: HERFF JONES INC		

SUPPLY SERVICES  
5120 CLEVELAND STREET  
VIRGINIA BEACH, VA 23462

OFFICE OF BUSINESS SERVICES  
P.O. BOX 6038  
VIRGINIA BEACH, VA 23456

Requesting Department		Requestor		Phone #		Requisition Type	
INST - INSTRUCTION AND CURRICULUM		DONNA SAWYER		(757) 263 - 1020		ST - STANDARD	
Item	Class-Item and Description	Quantity	Unit	Unit Price	Total		
11	AFRICA, CF1SR4	2.00	EA	\$179.00	\$358.00		
12	ASIA, CF1SR3	2.00	EA	\$179.00	\$358.00		
13	AUSTRALIA, CF1SR83	2.00	EA	\$179.00	\$358.00		
14	DESK ATLAS, CF930-A94	38.00	EA	\$375.00	\$14,250.00		
15	ECONOMICS TRANSPARENCIES, CF906TES-B	24.00	EA	\$249.00	\$5,976.00		
16	GOVERNMENT AND CIVICS TRANSPARENCIES, CF908TGC-B	24.00	EA	\$249.00	\$5,976.00		
17	WORLD HISTORY I ATLAS/WEBSITE, 96AWH100	35.00	EA	\$589.00	\$20,615.00		
18	U.S. HISTORY ATLAS/WEBSITE, 96AUS100	35.00	EA	\$579.00	\$20,265.00		
ATTN: SAM HAK/LANNAH HUGHES							

# REQUISITION

Required Date:  
 Requested Date: 04/18/2007  
 Phone: (757) 283 - 1175  
 Vendor: HERFF JONES INC

Fiscal Yr:  
 07

Requisition No.  
 INST-7-008441

**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
 AHEAD OF THE CURVE

Justification: Instructional Materials

SUPPLY SERVICES  
 5120 CLEVELAND STREET  
 VIRGINIA BEACH, VA 23462

OFFICE OF BUSINESS SERVICES  
 P.O. BOX 6038  
 VIRGINIA BEACH, VA 23456

Requesting Department		Requestor	Phone #			Requisition Type
INST - INSTRUCTION AND CURRICULUM		DONNA SAWYER	(757) 283 - 1020			ST - STANDARD
Item	Class-Item and Description	Quantity	Unit	Unit Price	Total	
	<p><i>No shipping per Anita Baker,                      Kyrstrom Dep.</i></p>				Discount:	\$ (0.00)
					<b>TOTAL:</b>	\$149,889.00

Request submitted by: *Spencer [Signature]* Name Title Coordinator

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

Purchase authorized by: \_\_\_\_\_ (For School Board use Only)

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: \_\_\_\_\_ OBS/Purchasing Division