

## NOTICE OF SOLE SOURCE PROCUREMENT

Date: October 22, 2008

**Vendor/Contractor:** **Marge Lee of Museum Word**

Contract Amount: \$56,637.00

Description of Services: Interpretive design for Union Kempsville display.

Sole Source Determination: Highly specialized services.

Date of Award: October 22, 2008

OCT22'08 AM 9:34 VBPS

---



# **VIRGINIA BEACH CITY PUBLIC SCHOOLS**

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

## **SOLE SOURCE MEMORANDUM**

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

**FROM:** Tony Arnold, Director  
Office of Facilities, Planning, and Construction

**DATE:** October 22, 2008

**VENDOR:** Marge Lee of Museum Word out of Pennsylvania

**JUSTIFICATION:**

The Renaissance Academy project will contain a museum in the lobby replicating the original African American high school, Union Kempsville. The museum designer under contract with the architect needs to engage the services of an "interpretive designer" to assist in the museum design for the final exhibit. The architect for the project, RRMM architects researched firms who do interpretive design work regionally and was only able to locate two firms. RRMM interviewed both and determined that only one was qualified to do the work, Museum Word out of Pennsylvania. We have negotiated a fee of \$56,637 for their services and request that you approve this sole source procurement as they are the only practicable firm available given the specialty type of professional service involved.

**DOLLAR AMOUNT:** \$56,637

**APPROVED BY:**

*J. Kevin Beardsley*

**DATE:**

*10/22/08*