

NOTICE OF SOLE SOURCE PROCUREMENT

Date: 5/18/2009

Vendor/Contractor: National Institute of Aerospace

Contract Amount: \$ 87,704.00

Three separate contracts in the amounts of:

\$29,450.00
\$29,590.00
\$28,664.00

Description of Services: Professional development for teachers.

Sole Source Determination: Organization is uniquely qualified to provide professional development for our teachers due to their established relationships with NASA, Cornell University, and Indiana University who are leaders in the uses of this technology for instructional purposes.

Date of Award: TBD

MAY 18 09 AM 8:48 USPS



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

Rodney J. Burnsworth, Director *RB*
Office of Secondary Instructional Services

SUBJECT: SOLE SOURCE JUSTIFICATION – NATIONAL INSTITUTE OF AEROSPACE

DATE: May 15, 2009

This memorandum is to certify that the National Institute of Aerospace (NIA) is the sole provider of professional development and support for Active Worlds Universe, Knowledge Spaces for Grades 9-12, and 3D Multi-User Virtual Environment. The three (3) contracts are required because NIA will be purchasing software and support from multiple vendors and they need to separate contracts to provide and track their payments to those companies. National Institute of Aerospace was selected because of the proximity to Virginia Beach City Public Schools (VBCPS), ability to provide training and support in the time frame needed, and two VBCPS Educators-in-Residence at NIA will play a significant role in staff development and support to teachers. In addition, NIA has already established relationships with NASA, Cornell University, and Indiana University who are leaders in the use of this technology for instructional purposes.

The Compass to 2015: Strategic Plan objectives this will support are as follows:

(1) All teachers will engage every student in meaningful, authentic and rigorous work through the use of innovative instructional practices and supportive technologies that will motivate students to be self-directed and inquisitive learners.

(3) Each school will improve achievement for all students while closing achievement gaps for identified student groups, with particular focus on African American males.

The contract amounts are as follows:

Active Worlds Universe	\$29,450
Knowledge Spaces for Grades 9-12	\$29,590
3D Multi-User Virtual Environment.	\$28,664

rjb/pw

*Approved for sole source. J. Kevin Beardsley
5/18/09*



NON-EMPLOYEE CONTRACT FOR SERVICES

RECEIVED
MAY 14 2009
PROPERTY OFFICE

CONTRACTOR: National Institute of Aerospace NIA

SCHOOL/DEPARTMENT: Department of Curriculum and Instruction, Office of Secondary Instructional Services

PURPOSE/SERVICES: Knowledge Spaces for Grades 9-12 – The National Institute of Aerospace (NIA) will develop knowledge spaces as part of a larger VBCPS/NIA Real World/In World Learning strategy. National Institute of Aerospace will host and service two worlds within an Active Worlds universe for Virginia Beach City Public Schools (VBCPS), targeted to meet the educational and social-emotional needs of students with academic challenges in grades 9-12 attending the Renaissance Academy beginning in the fall of 2009. For this project, NIA will leverage content and programs developed at Cornell University through the SciCentr program.

The National Institute of Aerospace serves as an educational partner to NASA Langley Research Center and supports the Hampton Roads Modeling and Simulation (MODSIM) Initiative. In addition, NIA works with national partners, including government, professional society, industry and academia, to develop and support STEM-based educational efforts such as the NIA/NASA Virtual Exploration Sustainability Challenge (VESC). Within this scope of work, NIA will

- build two starter worlds for curriculum-based and socio-emotional activities and program worlds designed for support activities. This work will be piloted with the special needs population of the Renaissance Academy and then showcased nationally as a model of best practice.
- leverage content and programs developed at Cornell University through the SciCentr program.
- work with virtual world educational specialists to identify and modify existing resources, both internal and external (to include NASA resources such as NASA eClips™), and to-be-developed curriculum designed to utilize emerging technologies within virtual worlds.
- train VBCPS educators and staff on the technology and educational best practice use of the technology prior to fall 2009 school opening.
- establish procedures for managing student security and behavior that support VBCPS district policies.

CONTRACT DATE(S): Assuming an award date no later than May 29, 2009, planning and training will begin on or before June 15, 2009.

COST OF SERVICES: \$29,590, all inclusive

PAYMENT SCHEDULE: Payment will be remitted on or before June 30, 2009, upon 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.

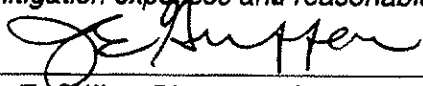
ACCEPTANCE OF CONTRACT: The above prices, specifications, and conditions are satisfactory and are hereby accepted. Contractor is authorized to complete the services as specified and payment will be made as outlined.

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.

Contractor agrees that it does not currently, and shall not during the performance of this contract, knowingly employ an unauthorized alien, as defined in the federal Immigration Reform and Control Act of 1986.

The undersigned Contractor certifies that he or she, or any employee or subcontractor, or future employee or subcontractor, of the Contractor that will be in the presence of students during regular school hours or school-sponsored activities, has not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child, or convicted of a crime of moral turpitude.

Contractor 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.



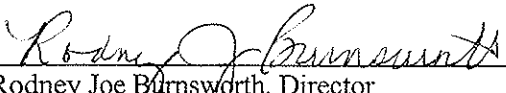
Jan E. Griffen, Director of Contracts
National Institute of Aerospace

5/14/09

Date

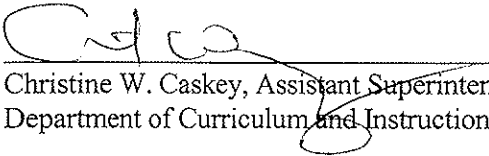
Federal ID Number: 54-2065665 (W-9 on file)
National Institute of Aerospace
100 Exploration Way
Hampton, VA 23666
(757) 325-6711 (phone)
(757) 325-6701 (fax)

Approved as to Content:



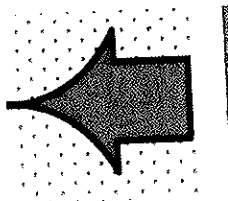
Rodney Joe Burnsworth, Director
Office of Secondary Instructional Services

May 14, 2009
Date



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

5/15/09
Date



Approved as to Availability of Funds and Business Content:

Sammy Cohen, Director
Office of Business Services

Date



VIRGINIA BEACH CITY PUBLIC SCHOOLS
AHEAD OF THE CURVE

OBS Rev. 2/03

GENERAL CONTRACT EXECUTION POLICY 3-89
FISCAL NOTE

Curriculum and Instruction
SCHOOL/DEPARTMENT

115.51700.603407
ACCOUNT NUMBER *2*

National Institute of Aerospace NIA - Knowledge Spaces for Grades 9-12
Contract planning and training to begin on or before June 15, 2009

CONTRACT INFORMATION

YEAR	FISCAL YEAR	(a) ESTIMATED COSTS	(b) ESTIMATED REVENUES	NET DIFFERENCE (a) - (b)
1	2008-09	\$ 29,590.00		\$ (29,590.00)
2				
3				
4				
5				
6				
TOTAL		<u>\$ 29,590.00</u>	<u>\$ -</u>	<u>\$ (29,590.00)</u>

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: \$ _____

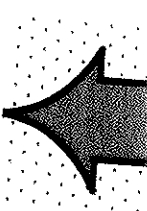
CONTRACT BASE COST \$ _____

Joe Br...

SCHOOL/DEPT. AUTHORIZED SIGNATURE

5/14/09

DATE





NON-EMPLOYEE CONTRACT FOR SERVICES

RECEIVED
JUN 1 2009

CONTRACTOR: National Institute of Aerospace NIA

SCHOOL/DEPARTMENT: Department of Curriculum and Instruction, Office of Secondary Instructional Services

PURPOSE/SERVICES: Active Worlds Universe –The National Institute of Aerospace (NIA) will manage and implement Real World/In World Learning (RW/IW). Through RW/IW, NIA will host and service two worlds within an Active Worlds universe for Virginia Beach City Public Schools (VBCPS) targeted to meet the educational and social-emotional needs of students attending the Renaissance Academy beginning in the fall of 2009.

The National Institute of Aerospace serves as an educational partner to NASA Langley Research Center and supports the Hampton Roads Modeling and Simulation (MODSIM) Initiative. In addition, NIA works with national partners, including government, professional society, industry and academia, to develop and support STEM-based educational efforts such as the NIA/NASA Virtual Exploration Sustainability Challenge (VESC).

Within this scope of work, NIA will:

- establish an educational universe with two worlds dedicated to the Renaissance Academy.
- offer IT support in the development and implementation of work within these worlds.
- provide all online software and hardware to support VBCPS. (No VBCPS server use required.)

CONTRACT DATE(S): Assuming an award date no later than May 29, 2009, effort will begin June 15, 2009, with a site launch on or before August 3, 2009. Once the site is launched, there will be minimal maintenance required for the 2009-2010 academic year.

COST OF SERVICES: \$29,450, all inclusive

PAYMENT SCHEDULE: Payment will be remitted on or before June 30, 2009, upon 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. Contractor 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.

Contractor agrees that it does not currently, and shall not during the performance of this contract, knowingly employ an unauthorized alien, as defined in the federal Immigration Reform and Control Act of 1986.

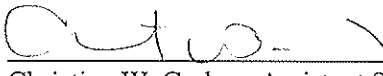
The undersigned Contractor certifies that he or she, or any employee or subcontractor, or future employee or subcontractor, of the Contractor that will be in the presence of students during regular school hours or school-sponsored activities, has not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child, or convicted of a crime of moral turpitude.

Approved as to Content:



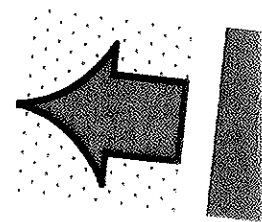
Rodney Joe Burnsworth, Director
Office of Secondary Instructional Services

May 14, 2009
Date



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

5/15
Date



Approved as to Availability of Funds and Business Content:

Sammy Cohen, Director
Office of Business Services

Date



VIRGINIA BEACH CITY PUBLIC SCHOOLS

AHEAD OF THE CURVE

**GENERAL CONTRACT EXECUTION POLICY 3-89
FISCAL NOTE**

Curriculum and Instruction

115.51700.603407

SCHOOL/DEPARTMENT

ACCOUNT NUMBER

National Institute of Aerospace NIA - Active Worlds Universe
Contract project to begin June 15, 2009

CONTRACT INFORMATION

YEAR	FISCAL YEAR	(a) ESTIMATED COSTS	(b) ESTIMATED REVENUES	NET DIFFERENCE (a) - (b)
1	2008-09	\$ 29,450.00		\$ (29,450.00)
2				
3				
4				
5				
6				
TOTAL		<u>\$ 29,450.00</u>	<u>\$ -</u>	<u>\$ (29,450.00)</u>

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:

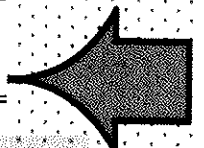
\$ _____

PROJECT BUDGET:

\$ _____

CONTRACT BASE COST

\$ _____



[Signature]

SCHOOL/DEPT. AUTHORIZED SIGNATURE

5/14/09

DATE



NON-EMPLOYEE CONTRACT FOR SERVICES

CONTRACTOR: National Institute of Aerospace (NIA)

SCHOOL/DEPARTMENT: Department of Curriculum and Instruction, Office of Secondary Instructional Services

PURPOSE/SERVICES: 3D Multi-User Virtual Environment - The National Institute of Aerospace (NIA) will offer a 3D multi-user virtual environmental as part of a VBCPS/NIA Real World/In World Learning (RW/IW) learning strategy. Through RW/IW, NIA will monitor and facilitate work within Quest Atlantis, a 3D multi-user virtual environment for Virginia Beach City Public Schools (VBCPS), targeted to meet the educational and social-emotional needs of students with behavioral disorders in grades 6-8 attending the Renaissance Academy beginning in the fall of 2009. National Institute of Aerospace will leverage content and programs developed at the Center for Research on Learning and Technology developed at Indiana University.

The National Institute of Aerospace serves as an educational partner to NASA Langley Research Center and supports the Hampton Roads Modeling and Simulation (MODSIM) Initiative. In addition, NIA works with national partners, including government, professional society, industry and academia, to develop and support STEM-based educational efforts such as the NIA/NASA Virtual Exploration Sustainability Challenge (VESC).

Within this scope of work, NIA will:

- leverage content and programs developed at Indiana University through the Center for Research on Learning and Technology.
- work with virtual world educational specialists to identify and modify existing resources, both internal and external (to include NASA resources such as NASA eClips™), and to-be-developed curriculum designed to utilize emerging technologies within virtual worlds.
- train VBCPS educators and staff on the technology and educational best practice use of the technology prior to 2009-2010 school year.
- establish procedures for managing student security and behavior that support VBCPS district policies.

CONTRACT DATE(S): Assuming an award date of no later than May 29, 2009, the project will begin June 15, 2009.

COST OF SERVICES: \$28,664, all inclusive

PAYMENT SCHEDULE: Payment will be remitted on or before June 30, 2009, upon 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. Contractor is authorized to complete the services as specified and payment will be made as outlined.

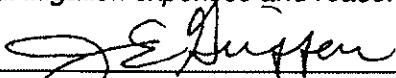
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sponsored activities, has not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child, or convicted of a crime of moral turpitude.

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Jan E. Griffen, Director of Contracts
National Institute of Aerospace

5/14/09
Date

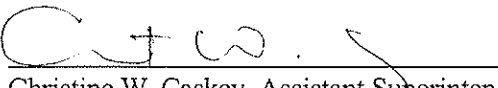
Federal ID Number: 54-2065665 (W-9 on file)
National Institute of Aerospace
100 Exploration Way
Hampton, VA 23666
(757) 325-6711 (phone)
(757) 325-6701 (fax)

Approved as to Content:



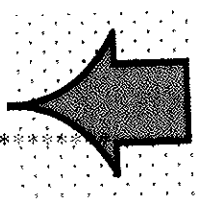
Rodney Joe Burnsworth, Director
Office of Secondary Instructional Services

May 14, 2009
Date



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

5/15
Date



Approved as to Availability of Funds and Business Content:

Sammy Cohen, Director
Office of Business Services

Date



VIRGINIA BEACH CITY PUBLIC SCHOOLS
AHEAD OF THE CURVE

GENERAL CONTRACT EXECUTION POLICY 3-89
FISCAL NOTE

Curriculum and Instruction
SCHOOL/DEPARTMENT

115.51700.603407
ACCOUNT NUMBER *B*

National Institute of Aerospace NIA - 3D Multi-User Virtual Environment
Contract project to begin June 15, 2009

CONTRACT INFORMATION

YEAR	FISCAL YEAR	(a) ESTIMATED COSTS	(b) ESTIMATED REVENUES	NET DIFFERENCE (a) - (b)
1	2008-09	\$ 28,664.00		\$ (28,664.00)
2				
3				
4				
5				
6				
TOTAL		<u>\$ 28,664.00</u>	<u>\$ -</u>	<u>\$ (28,664.00)</u>

SCHOOL CONTRACTS ONLY

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

SCHOOL BOOKEEPER'S SIGNATURE

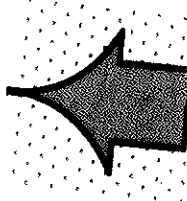
DATE

CAPITAL PROJECTS ONLY

TOTAL COST TO COMPLETE THE PROJECT: \$ _____

PROJECT BUDGET: \$ _____

CONTRACT BASE COST \$ _____



SCHOOL/DEPT. AUTHORIZED SIGNATURE

DATE

5/15
[Signature]

5/14/09