

NOTICE OF SOLE SOURCE PROCUREMENT

Date: August 30, 2016

Vendor/Contractor: International Baccalaureate World School

Contract Amount: Estimated \$100,000.00

Description of Services: IB Exams for Students

Sole Source Determination: International Baccalaureate World School is the sole provider of these required test.

Date of Award: TBD

AUG 30 2016 AM09:38



Princess Anne High School

An International Baccalaureate School

MR. DANNY M. LITTLE
Principal

Assistant Principals
SHERRI L. BROOKS
ELAINE P. DENSON
RYAN P. O'MEARA
Administrative Assistant
SHANA N. REMIAN
Program Coordinators
HELEN T. COX, IB
WAYNE A. VARNEY, Sp. Ed.

MEMORANDUM

To: J. Kevin Beardsley, Director
Office of Purchasing Services

From: Danny M. Little, Principal
Princess Anne High School

Subject: Sole Source Justification – IB tests

Contract Amount: Estimated \$ 100,000

Date: August 29, 2016

This is to certify that Princess Anne High School, an International Baccalaureate World School, is required to have students take IB tests during their junior and senior year. IB is the sole vendor who provides these necessary assessments and scoring services. We will be using the services of IB throughout the 2016-2017 fiscal year for testing and scoring. The cost will not exceed \$100,000 during the 2016-2017 school year.

In addition, all costs are paid for by the students or through a state grant for free and reduced students. Therefore, we will soon start collecting monies to cover the entire obligation.

If you have any questions, please contact me at 648-5649.

Approved

Not Approved

Signature: J. Kevin Beardsley

Date: 8/30/16

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