



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
A H E A D O F T H E C U R V E

**NOTICE OF SOLE SOURCE PROCUREMENT**

**Date:** August 3, 2016

**Vendor/Contractor:** The College Board

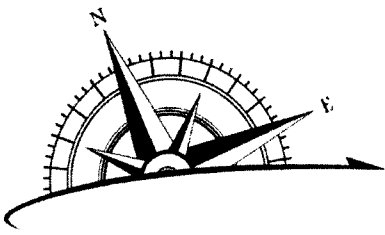
**Contract Amount:** \$227,985.00

**Description of Services:** The College Board Testing Programs

**Sole Source Determination:** As per the attached documents

**Date of Award:** August 3, 2016





**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**CHARTING THE COURSE**

*Department of Teaching and Learning*  
*Office of Student Support Services*

**MEMORANDUM**

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

FROM: Amy E. Cashwell, Ed.D., Chief Academic Officer *ACE*  
Alveta J. Green, Ed.D., Executive Director, Student Support Services *AG*  
Adrian J. Day, Director, Student Services *AD*  
Department of Teaching and Learning

**SUBJECT: SOLE SOURCE JUSTIFICATION – THE COLLEGE BOARD**

DATE: August 1, 2016

This memorandum is to certify that the College Board is the sole provider of Advanced Placement program®, AP Central™, AP Potential™, PSAT/NMSQT®, PSSS, SAT Readiness Program™, SAT Reasoning Test™, SAT Subject Test™, My Road™, and PSAT 8/9. The College Board is the sole source owner of the noted programs, examinations, publications, and software, which include tangible and intangible related services and materials collectively referred to as “Official College Board Offerings.”

The Strategic Plan objectives that support this purchase are:

- 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.
- 2) VBCPS will develop and implement a balanced assessment system that accurately reflects student demonstration and mastery of VBCPS outcomes for student success.
- 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 annual College Board Early Participation Program contract being processed is for the PSAT/NMSQT and totals \$188,542.50 and PSAT 8/9 totals \$39,442.50 for a Grand Total of \$227,985.00. The payment request will be processed after the contract has been approved and the testing of students in October 2016.

Additional testing fees for AP are anticipated that are related to the list of services above. The estimated cost is \$800,000 which will be paid for by each school and/or the central administration annually.

/njh

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

Date: 8/3/16

