

NOTICE OF SOLE SOURCE PROCUREMENT

Date: September 26, 2017

Vendor/Contractor: Shaffer Evaluation Group

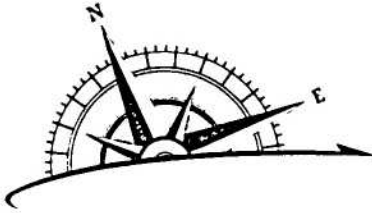
Contract Amount: \$36,000.00

Description of Services: External Evaluation Services for DoDEA Grants

Sole Source Determination: Company approved by DoDEA for program monitoring and was contracted to review the programs last year. The DoDEA requires that the same company provide program evaluation throughout the grant period.

Date of Award: TBD

SEP 26 2017 AM11:34



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

Department of Teaching and Learning

MEMORANDUM

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

FROM: Amy Cashwell, Ed.D., Chief Academic Officer *AC*
Alveta Green, Ed.D., Executive Director, Student Support Services
Adrian Day, Director, Student Support *AD*

SUBJECT: **SOLE SOURCE JUSTIFICATION FOR THE SHAFFER EVALUATION GROUP, LLC SERVICES FOR PROJECT GRIT**

DATE: Sept. 20, 2017

This memorandum is to certify Shaffer Evaluation Group, LLC is a qualified outside evaluator for federal grant programs. The Office of Student Support Services has previously used Shaffer Evaluation Group, LLC for two Department of Defense Education Activity (DoDEA) grants requiring outside evaluation. Dr. Shaffer's qualifications have been reviewed by DoDEA for approval of program monitoring for Project GRIT.

Shaffer Evaluation Group, LLC has begun external evaluation services during the 2016-2017 school year for Project GRIT and per DoDEA regulations VBCPS cannot change evaluators once the grant has commenced. The Shaffer Evaluation Group, LLC will continue evaluation services for Project GRIT from November 1, 2017 – May 31, 2021.

Amount: \$36,000

Approved: *J. Kevin Beardsley* Date: 9/26/17
J. Kevin Beardsley