

## **NOTICE OF SOLE SOURCE PROCUREMENT**

**Date:** August 15, 2017

**Vendor/Contractor:** International Baccalaureate

**Contract Amount:** Not to Exceed \$100,000

**Description of Services:** IB exams for IB students.

**Sole Source Determination:** Required test for IB students available only from the publisher.

**Date of Award:** TBD

**AUG 15 2017 AM10:46**



# 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. Ed.

## MEMORANDUM

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

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

Subject: Sole Source Justification – IB tests

Contract Amount: Estimated \$100,000

Date: August 8, 2017

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 2017-2018 fiscal year for testing and scoring. The cost will not exceed \$100,000 during the 2017-2018 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

*J. Kevin Beardsley*  
\_\_\_\_\_  
Signature

8/14/17  
\_\_\_\_\_  
Date

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