



Sole Source Justification Request Form

Use this form for Purchases exceeding \$10,000 for goods, and \$60,000 for Professional Services. Please Print

Determination: A sole source determination is not effective until the sole source request for determination has been posted for thirty (30) calendar days without challenge, and subsequently approved and signed by the Executive Director of Purchasing.

Term: Award of Sole Source Procurement Contract will stay on file for the term of the contract. Renewal of Sole Source Procurement must be re-submitted for new term.

SECTION 1: Requestor Information

Date of Request 4/27/16 Requisition number (if applicable) Department Special Education
Requestor Name Valerie Smith Phone 855-9928 Email smith v@aps.edu

SECTION 2: Request for Details

Proposed Vendor Name NCS Pearson Estimated Cost 25,153.75 Estimated Quantity 1
Contact Person Jenn Stout Title Operations Manager
Phone 713-965-6941 ext. 242114 Email Address Jenn.Stout@Pearson.com
Term June 22, 2016 - June 21, 2017 Web Site Address www.pearsonassessments.com

SECTION 3: Description of Goods/Service to be procured (For descriptions and explanation fields, please use and attach additional pages as needed)

Behavior solution for Special Education subscription of software license renewal.

SECTION 4: Description of unique specifications, exclusive, one of a kind characteristic of commodity/service

Review360 is a multi-tiered software system that primarily helps teachers track behaviors and create solutions for students with emotional and behavioral disabilities and intellectual disabilities.

SECTION 5: Sole Source Considerations (Check applicable considerations)

- Vendor is the sole manufacturer and sole distributor. (Attach applicable documents)
Exclusive Rights: Item or service under patent or copyright held by a single vendor and item or service possesses functions or capabilities critical to use. (Attach patent/copyright info.)
Exclusive Design: Item or service possesses a unique function or capability critical in the use of the item or service and not available from any other sources. (Explain below.)
Replacement or Compatibility of Existing Equipment: The purchase is for equipment associated with use of existing equipment where compatibility is essential for integrity of results. (Provide Manufacture and Model Number of Existing Equipment)
Federal or state appropriation names vendor as condition of funding. (Attach copy of Grant that names vendor.)
Renewal of support/maintenance/subscription of software, technology, or other intellectual property. (Explain below.)
Other (Explain below)

Explanation:

This is a subscription of software license renewal for June 22, 2016 - June 21, 2017.

Requestor Signature Valerie Smith Date 4/27/16
Principal or Site Administrator [Signature] Date 4/27/16



Procurement Sole Source Written Determination Form

SECTION 1: Buyer Information

Name _____ Title _____ Phone _____
Email Address _____

SECTION 2: Due Diligence Performed in Determining the Basis for Sole Source Procurement

Signatures below signify sole source recommendation.

Buyer _____ Date _____
Date posted on APS website _____

The following certifies this as sole source procurement for Albuquerque Public Schools:

1. The signature of the Executive Director on this form certifies the sole source has been posted for thirty (30) calendar days and has received no challenges;
2. This sole source is granted as of the date of signature by the Executive Director of Procurement or designee.

APPROVED:

Executive Director of Procurement or Designee _____ Date _____

Cc: Procurement File
Cc: Buyer File

Revised: 11/9/2015

Review360
 4119 Montrose Blvd, Suite 500
 Houston, TX 77006
 P: 713-965-6941
 F: 713-965-6943
 Federal ID No: 41-0850527

Quote / Proforma Invoice

Account Number: 1052987
 Document Number: 48688
 Document Date: 09-MAR-2016
 Expiration Date: 31-JUL-2016

Customer: ALBUQUERQUE SD

Bill To: ALBUQUERQUE SD
 PURCHASING DEPT
 PO BOX 25704
 ALBUQUERQUE, NM 87125-5704

Ship To: ALBUQUERQUE SD
 6400 UPTOWN BLVD NE
 STE 200 W CITY CENTER
 ALBUQUERQUE, NM 87102

Line	Product	Qty	Units	List Price	Discount %	Amount
1.1	R360BNDLSEBDRENEW - Review360 Students with Emotional and Behavioral Disabilities Bundle Subscription Renewal June 22, 2016 - June 21, 2017	1	YEAR	\$33,000.00		\$33,000.00
2.1	R360BNDLSEBDRENEW - Review360 Students with Emotional and Behavioral Disabilities Bundle Subscription Renewal June 22, 2016 - June 21, 2017 DISCOUNT - Executive Approval	1	YEAR	\$1.00		\$(11,000.00)
3.1	R360IMPSLIII - REVIEW360 IMPLEMENTATION SUPPORT: LEVEL THREE June 22, 2016 - June 21, 2017	1	YEAR	\$0.00		\$3,000.00

Payment Terms: Net 30

Subtotal: \$25,000.00
 Charges: \$0.00
 Taxes: \$153.75
 (US Dollar) Total: \$25,153.75



Assessment & Instruction

Review360®

4119 Montrose Blvd., Suite 500
Houston, TX 77006
(877) 411-7360 | (713) 965-6941
Review360@Pearson.com
MeetReview360.com

RE: Review360 Sole Source Letter

April 21, 2016

To Whom it May Concern:

This letter is a formal confirmation that NCS Pearson, Inc. ("Pearson") is the sole source in the United States, with the exception of Mississippi, for the following material(s) from its Clinical Assessment catalogs. As the sole source vendor, Pearson is the copyright owner or exclusive licensee for the listed material(s), and the product is not available from any other source through lawful means:

- Review360®

Purchase Order Mailing Address:

Review360, NCS Pearson, Inc.
4119 Montrose Blvd. Suite 500
Houston, TX 77006

Phone: 713-965-6941

Fax: 713-965-6943

Email: Review360@Pearson.com

Contact Person: Jen Levy

Regards,

A handwritten signature in blue ink that reads 'Jennifer L. Stout'.

Jennifer L. Stout

Operations Manager

Review360 | Pearson

Phone: (713) 965-6941 x242114

Email: Jenn.Stout@Pearson.com

Enclosure