



**State of West Virginia
Department of Administration
Purchasing Division**

NOTICE

Due to the size of this bid, it was impractical to scan every page for online viewing. We have made an attempt to scan and publish all pertinent bid information. However, it is important to note that some pages were necessarily omitted.

If you would like to review the bid in its entirety, please contact the buyer. Thank you.

July 13, 2009

Attn: Shelly Murray
Department of Administration
Purchasing Division, Building 15
2019 Washington Street, East
Charleston, WV 25305-0130

RECEIVED

Dear Ms. Murray,

2009 JUL 16 P 2:08

In response to RFQ # EDD318499, please find the attached:

PURCHASING DIVISION
STATE OF WV

1. **Signed bid** (top page) and RFQ documents (for reference).
2. **Qualifying Documents:**
 - Requirements 1 and 2:
 - i. Verification of experience working with large scale testing vendor in data formatting for the last three years.
 - ii. Proof of completion of reports on a similar scale in the past three years.
 - Requirements 3 and 4:
 - iii. Ability to respond to WVDE's request for corrections/requests for changes on a multiple daily basis.
 - iv. List of work experience in generating report files based on demographic and statistical data in the last three years.
- 3 **Appendices A - J:**
 - a Purchasing Affidavit.
 - b Workers' Comp certificate.
 - c Description of secure electronic delivery.
 - d Sample 2008 Student Report, with integration of Science data.
 - e Sample 2008 Roster Report, with integration of Science data.
 - f Sample 2008 Summary School Report, with integration of Science data.
 - g Sample 2008 Summary County Report, Science data.
 - h Sample 2008 Summary State Report, Science data.
 - i Sample of 2008 reports organization (sorted and bundled by county).
 - j Sample of 2008 performance level descriptors amalgamated per performance level (w/version stamp).

This bid contains no deviations from the specifications of the RFQ Please feel free to contact me directly with any questions about the attached documentation.

Best regards,



Frank Brockmann, President
Center Point Assessment Solutions, Inc.
800-580-8755 (fax)
916-673-6559 (landline)

**GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy "

INSTRUCTIONS TO BIDDERS

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2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered F.O.B destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



Center Point Assessment Solutions, Inc.
3941 Park Drive
Suite 20-280
El Dorado Hills, CA 95762

(916)673-6559
corporate@centerpointcorp.com

RFQ Bid

DATE	ESTIMATE #
07/10/2009	09-04-WVAPTA
EXP. DATE	
	08/09/2009

ADDRESS

West Virginia Dept of Education
1900 Kanawha Blvd.
Bldg 6
Charleston, WV 25305

Date	Service	Activity	Amount
07/10/2009	Service Fees	<p>BASE CONSULTING FEE (MATHEMATICS, READING LANGUAGE ARTS, and SCIENCE): Provide a set of five (5) assessment reports in PDF format for the 2009 Spring administration of APTA (Alternate Performance Task Assessment) for a population of approximately 1,500 students</p> <p>The appearance of report templates is to be the same as the 2008 APTA reports as provided by Center Point, with the exception of the test year (2009). Alterations to the appearance of the reports subject to approval by all principal parties (CTB, WVDE, Center Point) up until the time of report generation/data processing. Report appearance is subject to the technical limitations of the template layout and PDF generation software. Method of delivery: secure, encrypted, electronic delivery.</p> <p>Center Point is to use Excel-based data inputs about the APTA assessment, supplied by Research department of CTB/McGraw-Hill, to generate reports for the 2009 MATHEMATICS, READING LANGUAGE ARTS, and SCIENCE administrations:</p> <p>- All reports to be provided as described in RFQ # EDD318499</p>	4,900 00
07/10/2009	Service Fees	PREPARATIONS:	1,440 00
07/10/2009	Service Fees	DATA ANALYSIS and REPORT WRITING:	12,725 00
07/10/2009	Service Fees	NORMALS, including printing, mailing:	375 00
07/10/2009		* * *	
07/10/2009		Qualifications, Exclusions, Limitations: IBD	
07/10/2009		Delivery of data from CTB to Center Point is tentatively scheduled for 07 21 2009. Due date for delivery of PDF Reports to WVDE: 07.27.2009.	
07/10/2009		Center Point's State of West Virginia Vendor ID is *426130731 This bid supplied in response to RFQ # EDD318499.	
TOTAL			\$19,440.00

Accepted By:

Accepted Date:

Center Point Assessment Solutions, Inc

Frank Brockmann
President
Center Point Assessment Solutions Inc



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
EDD318499

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
**SHELLY MURRAY
 304-558-8801**

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

Frank Brockmann
 President
 Center Point Assessment Solutions Inc
*3941 PARK DR STE 20-280
 EL DORADO HILLS, CA 95630*

SHIP TO

DEPARTMENT OF EDUCATION
 BUILDING 6
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0330

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
07/08/2009				

BID OPENING DATE: **08/06/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		924-10		
<p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DEPARTMENT OF EDUCATION, IS SOLICITING BIDS FROM A FIRM WHO CAN REFORMAT REPORTS FROM RAW TESTING DATA FROM THE STATEWIDE ASSESSMENT PER THE ATTACHED SPECIFICATIONS.</p> <p>TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO SHELLY MURRAY IN THE WEST VIRGINIA PURCHASING DIVISION VIA MAIL AT THE ADDRESS SHOWN AT THE TOP OF THIS RFQ, VIA FAX AT 304-558-4115, OR VIA EMAIL AT SHELLY.L.MURRAY@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 7/20/2009 AT THE CLOSE OF BUSINESS. ALL TECHNICAL QUESTIONS RECEIVED, IF ANY, WILL BE ANSWERED BY ADDENDUM AFTER THE DEADLINE.</p> <p>QUESTIONS CONCERNING THE ACTUAL PROCESS BY WHICH A VENDOR MAY SUBMIT A BID TO THE STATE OF WEST VIRGINIA ARE NOT CONSIDERED TO BE TECHNICAL QUESTIONS AND MAY BE SUBMITTED AT ANY TIME PRIOR TO THE RFQ OPENING AND IN ANY FORMAT.</p> <p>CONSULTING, EDUCATIONAL</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE UPON AWARD AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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State of West Virginia
 Department of Administration
 Purchasing Division
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 Post Office Box 50130
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Request for Quotation

RFQ NUMBER
EDD318499

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY
304-558-8801

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

Frank Brockmann
 President
 Center Point Assessment Solutions Inc.
 3941 PARK DR, STE 20-280
 EL DORADO HILLS, CA 95762

SHIP TO

DEPARTMENT OF EDUCATION
 BUILDING 6
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0330

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/08/2009				

BID OPENING DATE: **08/06/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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 Department of Administration
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<p>CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 05/26/2009</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: SHELLY MURRAY</p>						

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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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 Center Point Assessment Solutions Inc.
 3941 PARK DR, STE 20-250
 EL DORADO HILLS, CA 95762

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				RFQ. NO. : EDD318499		
				BID OPENING DATE: 08/06/2009		
				BID OPENING TIME: 1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						

CONTACT PERSON (PLEASE PRINT CLEARLY):						

***** THIS IS THE END OF RFQ EDD318499 ***** TOTAL: _____						

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PROCUREMENT SPECIFICATIONS

Operating Environment

The West Virginia Department of Education is located in Building 6, 1900 Kanawha Boulevard, East, Charleston, West Virginia 25305. The Office of Assessment, Accountability & Research is responsible for overseeing the administration of statewide assessments to all students in West Virginia.

General Requirements:

The purpose of the Request for Quotation (RFQ) is to seek bids from vendors qualified to provide, as per federal requirements, Excel-based data inputs (flat output data file supplied by the research department of a major national testing vendor) as basis to generate an Electronic Report File for the APTA 2009 Mathematics, Reading/Language Arts and Science administration, by the merge of data with other external data sets as needed, and deliver customized APTA data into report templates at the student, school, county, and state levels.

The vendor must provide the integration of science data with mathematics and reading language arts to produce reports with same format as general state assessment. (Sample Report enclosed) Reports must be sorted and bundled by county and provide customization of the total enrollment data merge. The WVDE requires that the vendor must find omissions, inconsistencies with the punctuation/text in the descriptors and make corrections and identify areas of corrections to the source text.

WVDE requires that Performance Level Descriptors must be combined within the reports and that repeated text combines the three standards into one amalgamated paragraph per grade/performance level and that the combined text is placed into appropriate templates. Vendor must include version stamp on each description used for student reports and provide PDFs of each report. The vendor must have the ability to merge files from multiple data sources and have scripted quality control measures to synchronize the text with the technical report.

Vendor Qualifications:

The vendor must provide the following. It is preferred that this information be submitted with the bid, however, it must be submitted within 24 hours of request.

- Must provide verification of experience working with large scale testing vendor in data formatting for report generation in the last three years
- Be able to respond to the WVDE's request for corrections/requests for changes on a multiple daily basis
- Provide proof of completion of reports on a similar scale in the past three years
- Provide list of work experience in generating report files based on demographic and statistical data in the last three years

Scope of the Work (Future Deliverables):

Future deliverables which the vendor is required to meet upon reward of the contract include transforming of raw data for the purposes of intricacies of NCLB reporting from scanned

data and the WVEIS enrollment files. The vendor must be familiar with data formatting utilized by large scale testing vendors, and a proven history of preparing state, county, school, student reports for statewide assessments. The vendor must be able to make corrections/requests for changes in a turnaround time as needed by the Office of Assessment and Accountability. The process must be built to allow WVDE to print documents in-house and prepare them for final delivery with minimal sorting and shuffling. After the award, the successful vendor will be required to provide clearly articulated data that provides the following information:

- ✓ a. Individual Student report (by student)
- ✓ b. Confidential Roster Report (by school, grade)
- ✓ c. School Report (by grade, content area)
- ✓ d. County Report (by grade, content area)
- ✓ e. State Report (by grade, content area)
- ✓ f. Reports generated using a proprietary MS Office inter-op software application
- ✓ g. Standard MS Office suite must be supplied in PDFs via SSL encrypted channel to ensure timely and secure delivery

The vendor must complete the process to generate a file that provides APTA assessment reports in an electronic format that aggregates data as follows:

- ✓ a. Statistical data provided has to maintain the same appearance as report templates of the 2008 APTA reports
- ✓ b. Combine Performance Level Descriptors within the reports and repeat text to combine the three standards into one amalgamated paragraph per grade/performance level
- c. Place the combined text into the appropriate templates
- ✓ d. Include version stamp on each description used for student reports and provide PDFs of each report
- ✓ e. Merge files from multiple data sources and have scripted quality control measures to synchronize the text with the technical report
- ✓ f. Statistical data provided has the same visual appearance as other WVMAP assessment reports (WESTEST 2)
- ✓ g. Report generation/data processing, template layout and PDF generation software to enable secure electronic delivery of all final reports sorted and bundled by county
- ✓ h. Deliver data report file to WVDE for printing purposes
 - i. Corrections made to the final report documents throughout the contract time period on multiple daily basis by vendor in order to meet report delivery timelines
- incl ✓ j. Submit sample of 1% student report that is formatted to state general assessment for mathematics and reading/language arts that vendor has completed for another state assessment (Sample Attached)
- ✓ k. The successful vendor generates a clean, final report file and delivers to WVDE, within 5 days of delivery of data.

Incurring Costs:

The state and any of its employees or officers shall not be held liable for any expenses incurred by any bidder responding to this RFQ for expenses to prepare, deliver the bid, or to attend any meetings.

Price Quotations:

The price(s) quoted in the bidder's proposal will not be subject to any increase and will be considered firm for the life of the contract.

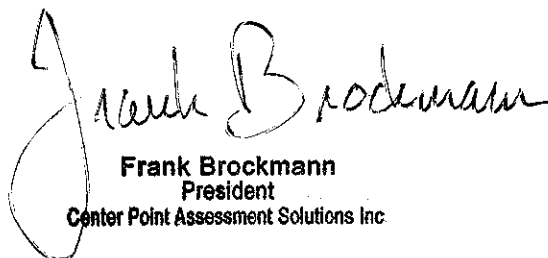
Fixed firm price for the Electronic Report File as described in this document that includes all deliverables. The *Report File* is due on July 27, 2009. The contract will be in effect for one (1) year with the possibility of two (2) one (1) year renewals. After submission of the *Final Reports*, there will be a twelve-month period for any necessary refinement.

The projected costs for the **electronic report file** for all three content areas (i.e. costs shall be inclusive and not by individual subject area) are as follows:

Consultant fee	\$ <u>4,900</u> ⁰⁰
Preparations for the study	\$ <u>1,440</u> ⁰⁰
Data analysis and report writing	\$ <u>12,725</u> ⁰⁰
Normals, including printing, mailing	\$ <u>375</u> ⁰⁰
Total Annual Cost (for completed report file)	\$ <u>19,440</u> ⁰⁰

Cost shall be all-inclusive. No separate reimbursement will be made for any travel, overhead or incidental expenses, incurring costs, etc. Payment shall only be authorized upon delivery and subsequent Invoice from vendor.

7/12/09


Frank Brockmann
 President
 Center Point Assessment Solutions Inc.

State of West Virginia
VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. Application is made for 2.5% resident vendor preference for the reason checked:

- _____ Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,
 _____ Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or** 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,
 _____ Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,

2. Application is made for 2.5% resident vendor preference for the reason checked:

- _____ Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,

3. Application is made for 2.5% resident vendor preference for the reason checked:

- _____ Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,

4. Application is made for 5% resident vendor preference for the reason checked:

- _____ Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,

5. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:

- _____ Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,

6. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:

- _____ Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: _____ Signed: _____

Date: _____ Title: _____

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive

Requirements 1 and 2:

- **Verification of experience working with large scale testing vendor in data formatting for the last three years.**
- **Proof of completion of reports on a similar scale in the past three years.**

Center Point Response:

Center Point Assessment Solutions, Inc., has provided data formatting/report generation services in conjunction with CTB/McGraw-Hill and the WVDE for the following assessment administrations:

*West Virginia - APTA 2006**

*West Virginia - APTA 2007**

*West Virginia - APTA 2008**

(* Note: see attached "Confidential Sample" documents.)

Please refer to the contact list below if additional verification is required.

APTA References:

Elizabeth Judy
West Virginia Dept. of Education
Office of Assessment, Accountability and
Research
304.558-2546

Kimberly Block
CTB/McGraw-Hill
Program Manager
831.393.7114

Jared Hughes
West Virginia Dept. of Education
Office of Institutional Education Programs
304.558.8833

Karen Barton
CTB/McGraw-Hill
Research Scientist
919.386.0178

Jan Barth
West Virginia Dept. of Education
Office of Assessment, Accountability and
Research
304.558.2546

David Cosio
CTB/McGraw-Hill
Senior Research Project Manager
831.393.6694

Requirement 3:

- **Ability to respond to WVDE's request for corrections/requests for changes on a multiple daily basis.**

Center Point Response:

Center Point has responded quickly to all WVDE requests for corrections/changes for APTA reports generated in 2006, 2007, and 2008. Please refer to parties listed in the "APTA references" section on the previous page for verification.

In some cases, requests for corrections/changes require updated data sets from the assessment contractor's research department. In these cases, Center Point moves with all due speed to contact the key personnel (via cell phone, if necessary) in order to facilitate rapid updates to the data set(s) and typically begins re-generation of reports within hours of receipt.

Requirement 4:

- **List of work experience in generating report files based on demographic and statistical data in the last three years.**

Center Point Response:

Center Point Assessment Solutions, Inc., has provided data formatting/report generation services for the following assessments:

West Virginia - APTA 2006

West Virginia - APTA 2007

West Virginia - APTA 2008

Center Point also provides related services, namely web-based data collection and formatting/presentation to researchers for psychometric analysis, in support of the following assessment programs:

Colorado/CSAPA 2007, 2008, and 2009, Contrasting Groups Studies

Description: Web-based surveys, data collection, data formatting

Contact: Jill R. van den Heuvel, Research Scientist, CTB/McGraw-Hill
831.393.0900

CCSSO/North Carolina Enhanced Assessment Grant, Comparability Studies

Description: Web-based surveys, data collection, data formatting, technical documents

Contact: Phoebe Winter, Vice President for Education Policy,
Pacific Metrics Corporation
831.333.1620

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

LICENSING:

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: FRANK BROCKMANN / CENTER POINT ASSESSMENT SOLUTIONS

Authorized Signature:  Date: 7/12/09

Frank Brockmann
President
Center Point Assessment Solutions Inc

BROKER COPY

NF



P.O. BOX 420807, SAN FRANCISCO CA 94142-0807

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

COPY

ISSUE DATE: 09-11-2008

GROUP: 000626
POLICY NUMBER: 0001405-2007
CERTIFICATE ID: 1
CERTIFICATE EXPIRES: 08-01-2009
08-02-2008/08-01-2009

This is to certify that we have issued a valid Workers' Compensation insurance policy in a form approved by the California Insurance Commissioner to the employer named below for the policy period indicated

This policy is not subject to cancellation by the Fund except upon 10 days advance written notice to the employer

We will also give you 10 days advance notice should this policy be cancelled prior to its normal expiration.

This certificate of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policy listed herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate of insurance may be issued or to which it may pertain, the insurance afforded by the policy described herein is subject to all the terms, exclusions, and conditions, of such policy

AUTHORIZED REPRESENTATIVE

PRESIDENT

EMPLOYER'S LIABILITY LIMIT INCLUDING DEFENSE COSTS: \$1,000,000 PER OCCURRENCE.

ENDORSEMENT #1600 - BROCKMAN, FRANK P, S T - EXCLUDED.

EMPLOYER

CENTER POINT ASSESSMENT SOLUTIONS INC. NF
820 TRAVIS ST
FOLSOM CA 95630

[B11 NF]

ACORD CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 09/10/2008
PRODUCER CHRISTINE A. COOPER, AAI COOPER & MITCHELL INSURANCE SERVICES 7311 GREENHAVEN DRIVE, STE. 208 SACRAMENTO CA 95831		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
INSURED CENIER POINT ASSESSMENT SOLUTIONS, INC. 820 IRAVIS STREET FOLSOM CA 95630		
		INSURERS AFFORDING COVERAGE
		INSURER A: HARTFORD CASUALTY INS. COMP. NAIC # 29424 INSURER B: PHILADELPHIA INS. COMPANY NAIC # 23850 INSURER C: _____ INSURER D: _____ INSURER E: _____

COPY

COVERAGES
 THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED, IT MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	57 SBM AW 2423	07/01/2008	07/01/2009	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (EA OCCUR) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON OWNED AUTOS	57 SBAM AW 2423	07/01/2008	07/01/2009	COMBINED SINGLE LIMIT (EA accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO			07/01/2009	EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$				INC STATU- TOY LIMITS TOH- ER E.L. EACH ACCIDENT \$ E.L. DISEASE EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	PHSD 321509	04/14/2008	04/14/2009	EACH CLAIM \$1,000,000 ANNUAL AGGREGATE \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
	AUTHORIZED REPRESENTATIVE

Description of Secure Electronic Delivery:*Center Point Response:*

Center Point transmits WV APTA reports securely via a 128-bit encrypted SSL business-class file transfer servers housed in a secure data center.

The data center features the following computer network security measures:

- Ballistic-proof exterior, including doors & windows
- Fingerprint scanners and ID checking for all entry and exit of the facility
- Double Man Traps force double verification and provides extra secure data center entry
- Redundant off-site monitoring of all security systems
- Locked Cabinets and Cages

The privately managed server farm is equipped with the latest firewalls and computer internet security updates to help keep the data completely safe.

All communications between server and the user are encrypted using the Secure Socket Layer (SSL). This is the same functionality used by banks and popular e-commerce services such as Amazon.com for secure communication.

Computer network security is subject to daily security audits by a third-party security monitoring firm to help stay one step ahead of the latest security threats.

When Center Point initiates a file transfer using the system, only the specified users that are designated by Center Point are able to access the contents of those folders. Users who do not have access rights will not even see files or folders in their view of the system.

A single WVDE user is granted a unique login/password for the express purpose of electronically transmitting APTA report files. All user passwords are hashed in the database, meaning that not even the support personnel have the ability to view or in any way determine a user's password.

Performance Level Descriptors by Content Area – Grade 3

Content Areas	Mathematics	Reading/Language Arts
Above Mastery Level Descriptor	<p>The student demonstrates knowledge that exceeds the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following complex tasks without assistance: recognizes whole numbers to twenty (20); counts to twenty (20); finds a missing part of a pattern; models a circle, square, triangle; describes spatial relationships of over, under, left and right; recognizes a rectangle; determines which measurement tools will be used in certain circumstances; identifies value of a coin; develops a graph; identifies patterns in a graph.</p>	<p>The student demonstrates knowledge that exceeds the extended standards in reading, writing, listening, speaking and viewing. The student performs the following complex tasks without assistance: categorizes sight words; recalls two or more events from a story; labels pictures and objects; writes names using capitals; tells about an event that happened at home.</p>
Mastery Level Descriptor	<p>The student demonstrates knowledge that meets the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks without assistance: recognizes whole numbers to nine (9); counts to nine (9); solves single-digit addition problems with sums to nine (9); recognizes and completes a two-object pattern; classifies basic plane geometric shapes including square, circle, triangle and performs spatial relationships over, under, left, and right; classifies measuring devices according to what they measure (length, weight and temperature); identifies coins as penny, nickel, dime and quarter; uses interviews to collect data; uses observation to collect data.</p>	<p>The student demonstrates knowledge that meets the extended standards in reading, writing, listening, speaking and viewing. The student performs the following tasks without assistance: categorizes pictures that represent words or objects; recalls an event from a story; copies labels for pictures and objects; recognizes that proper names begin with capital letters; responds to questions about recent experiences.</p>
Partial Mastery Level Descriptor	<p>The student demonstrates knowledge characterized by errors and/or omissions in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks with assistance: recognizes whole numbers to five (5); counts to five (5); demonstrates an understanding of addition as combining collections/counting things; copies a pattern; recognizes that shapes are similar and different; describes in and out; matches a ruler, scale, thermometer and clock to use; discriminates between a penny, nickel, dime, and quarter; sorts given objects into categories.</p>	<p>The student demonstrates knowledge characterized by errors and/or omissions in reading, writing, listening, speaking and viewing. The student performs the following tasks with assistance: matches picture or object with letter or sound; identifies an event from a story; copies or traces letters from models; recognizes objects or words that represent proper names, such as pictures of pets or family, versus objects or pictures of common nouns; recognizes capital letters as "big" letters and non-capitalized letters as "little" letters; makes a choice between two preferred activities.</p>
Novice Level Descriptor	<p>The student demonstrates knowledge characterized by fragmented and incomplete performance in number and operations, algebra, geometry, measurement, data analysis and probability. The student attempts to perform the following tasks with assistance: demonstrates the concept of one (1); demonstrates one-to-one correspondence between sets of objects; identifies a repeated event; manipulates concrete geometric shapes; performs in and out relationships; manipulates a ruler, scale, thermometer, and clock; determines if an object is a coin; adds an object to similar collection.</p>	<p>The student demonstrates knowledge characterized by fragmented and incomplete performance in reading, writing, listening, speaking and viewing. The student attempts to perform the following tasks with assistance: recognizes vocabulary and responds to literary stimuli; uses intentional movement to produce graphics; touches upper case letters; recognizes a picture word or object cue to communicate a want.</p>

For more information about Performance Level Descriptors, please visit the following site(s): <http://wvde.state.wv.us/policies/> (p2520.16-math) <http://wvde.state.wv.us/policies/> (p2520.16-reading)

Performance Level Descriptors by Content Area – Grade 4

Content Areas	Mathematics	Reading/Language Arts	Science
Above Mastery Level Descriptor	<p>The student demonstrates knowledge that exceeds the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following complex tasks without assistance: recognizes whole numbers greater than twenty (20); identifies one of two equal parts as the fractional part one-half; solves addition problems with sums greater than twenty independently; solves basic single-digit subtraction independently; predicts and extends a pattern; identifies similarities and differences between geometric shapes; compares length, mass, temperature of objects, indicates time to the hour, identifies mixed coins by values and orders by relative worth; develops and interprets graphs, using words and numbers.</p>	<p>The student demonstrates knowledge that exceeds the extended standards in reading, writing, listening, speaking and viewing. The student performs the following complex tasks without assistance: associates descriptive words with nouns to make choices; sequences events from text; writes first name and last name; adds descriptive words to simple sentences; listens to and exhibits comprehension.</p>	<p>The student demonstrates knowledge that exceeds the extended standards in nature, content, and application of science. The student will perform the following complex task without assistance: interpret information yielded from a variety of tools; compare different characteristics of living organisms and different characteristics of non-living organisms; compare different types of forces of motion; predict the effect of different natural events on the environment; complete the parts of a scientific system/pattern within the environment.</p>
Mastery Level Descriptor	<p>The student demonstrates knowledge that meets the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks without assistance: recognizes two-digit whole numbers to twenty (20); identifies two equal parts as a whole; solves addition problems with sums to nineteen; models subtraction problems with or without manipulatives; recognizes and completes a three-object/item pattern; classifies and models a circle, square, rectangle and a triangle; recognizes length as long/short, weight as heavy/light, temperature as hot/cold; recognizes time in relationship to a daily schedule; identifies values of coins and determines relative values; develops and interprets graphs using objects or pictures.</p>	<p>The student demonstrates knowledge that meets the extended standards in reading, writing, listening, speaking and viewing. The student performs the following tasks without assistance: recognizes descriptive vocabulary words; recognizes the sequence of events in text; copies personal information; creates a picture/word sentence with a period at the end; listens to and responds to information.</p>	<p>The student demonstrates knowledge that meets the extended standards in nature, content, and application of science. The student will perform the following task without assistance: apply tools in the investigation of scientific concepts (magnifying glass, thermometer, ruler, microscope); describe characteristics of matter in the environment; recognize different types of forces of motion; compare the effect of different natural events on the environment; compare scientific systems and patterns within the environment.</p>
Partial Mastery Level Descriptor	<p>The student demonstrates knowledge characterized by errors and/or omissions in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks with assistance: recognizes whole numbers to ten (10); recognizes equal parts; solves addition problems with sum of nine using manipulatives; compares two quantities as more or less; duplicates a pattern; recognizes shapes, circles, squares, rectangles, and triangles; sorts items by their length and temperature; shows appropriate action at a specific time when associated with a timer; matches a coin to its value; fills in appropriate areas of a graph.</p>	<p>The student demonstrates knowledge characterized by errors and/or omissions in reading, writing, listening, speaking and viewing. The student performs the following tasks with assistance: recognizes oral descriptive vocabulary words; follows two-step directions in sequential order; copies the first letter of first name; puts a noun and action word together to make a sentence; makes a choice between preferred and non-preferred items.</p>	<p>The student demonstrates knowledge characterized by errors and/or omissions in nature, content, and application of science. The student will perform the following with assistance: match scientific instrument or tool to its appropriate use; identify characteristics of living matter; classify objects according to how they move (roll, swing, float, fly); describe the effects of a natural event on the environment; select scientific systems/patterns.</p>
Novice Level Descriptor	<p>The student demonstrates knowledge characterized by fragmented and incomplete performance in number and operations, algebra, geometry, measurement, data analysis and probability. The student attempts to perform the following tasks with assistance: identifies a number from a non-number; recognizes one-to-one correspondence; gives objects away as directed; identifies items in a pattern; matches identical shapes of a circle, square or triangle; touches the picture of the item that is short, long, hot, cold; associates an object with a scheduled activity; places coins into correct value container; identifies items to be graphed.</p>	<p>The student demonstrates knowledge characterized by fragmented and incomplete performance in reading, writing, listening, speaking and viewing. The student attempts to perform the following tasks with assistance: responds to activity demonstrating vocabulary; responds to sequential activities; uses a picture or symbol to identify self; identifies people and places or things; uses a picture, word, gesture or object cue to make a request.</p>	<p>The student demonstrates knowledge characterized by fragmented and incomplete application of science. The student will attempt to perform the following with assistance: identify a scientific instrument; indicate example of living/non-living things; identify an object that rolls and one that does not; identify a natural event; identify scientific systems/patterns.</p>

For more information about Performance Level Descriptors, please visit the following site(s):

<http://wvde.state.wv.us/policies/> (p2520.16-math)
(p2520.16-reading) (p2520.16-science)

Performance Level Descriptors by Content Area – Grade 5

Content Areas

Mathematics

The student demonstrates knowledge that exceeds the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following complex tasks without assistance: identifies fractional parts one-third and one-fourth; recognizes two-digit numbers to fifty (50); solves double-digit addition with regrouping; subtracts two-digit numbers; extends a pattern; describes the attribute of three-dimensional shapes; uses actual device to measure given items; identifies time to the half-hour; interprets data from a bar graph containing multiple bars.

Above Mastery Level Descriptor

Reading/Language Arts

The student demonstrates knowledge that exceeds the extended standards in reading, writing, listening, speaking and viewing. The student performs the following complex tasks without assistance: modifies root words to produce new words; identifies characteristics of character in a text or story; summarizes a simple story and identifies main idea; writes two related sentences using capitalization and ending punctuation; applies information found in traditional reference materials; responds to group discussion with classmates.

The student demonstrates knowledge that meets the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks without assistance: recognizes two-digit whole numbers to forty (40); identifies the fractional part one-half; solves double-digit addition without regrouping; subtracts single-digit numbers; completes a four-step pattern; describes a four-object/step pattern; classifies three-dimensional objects (cube, sphere, and pyramid); measures length and weight using nonstandard forms of measurement (paperclips, counting bears, etc.); identifies time to the hour; develops bar graphs and interprets data.

Mastery Level Descriptor

The student demonstrates knowledge that meets the extended standards in reading, writing, listening, speaking and viewing. The student performs the following tasks without assistance: uses the root word to identify a new word; identifies main character from text or story; summarizes a simple story; writes a simple sentence using initial capitalization and ending punctuation; applies information found in basic reference materials; engages in a conversation with a familiar person.

Performance Levels

The student demonstrates knowledge characterized by errors and/or omissions in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks with assistance: recognizes two-digit numbers to thirty (30); identifies that two equal parts make a whole; solves single-digit addition without regrouping; models single-digit subtraction; follows a pictorial pattern; sorts three-dimensional shapes; determines longer/shorter or heavier/lighter using nonstandard forms of measurement; matches the clock to the hour; copies a bar graph.

Partial Mastery Level Descriptor

The student demonstrates knowledge characterized by errors and/or omissions in reading, writing, listening, speaking and viewing. The student performs the following with assistance: identifies whether picture card is singular or plural; selects picture card representing a character in text; selects a picture card(s) representing the story; groups capital letters together; identifies a reference resource from a non-reference book; answers conversational questions from familiar people.

The student demonstrates knowledge characterized by fragmented and incomplete performance in number and operations, algebra, geometry, measurement, data analysis and probability. The student attempts to perform the following tasks with assistance: matches single-digit numbers to five (5); identifies a picture as complete; models one more and one less; continues a pattern based on a single attribute such as color, shape, or rhythm; recognizes three dimensional geometric shapes; positions items for measurement; manipulates a clock; recognizes a paper graph from two items.

Novice Level Descriptor

The student demonstrates knowledge characterized by fragmented and incomplete performance in reading, writing, listening, speaking and viewing. The student attempts to perform the following with assistance: responds to sets of objects/pictures of more than one item; responds to story/text; identifies a picture/object related to the story; focuses on letters; identifies a reference resource from an unrelated object; responds to conversation.

For more information about Performance Level Descriptors, please visit the following site(s):

<http://wvde.state.wv.us/policies/> (p2520.16-math)
<http://wvde.state.wv.us/policies/> (p2520.16-reading)

Performance Level Descriptors by Content Area – Grade 6

Content Areas	Mathematics	Reading/Language Arts	Science
Above Mastery Level Descriptor	<p>The student demonstrates knowledge that exceeds the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following complex tasks without assistance: connects numerals to number words; recognizes that one-third is more than one-fourth; applies addition and subtraction to solve real world problems; completes patterns with more than one item in a pattern by shapes, colors, and/or numbers; selects pictorial representations of objects with right and obtuse angles; draws a right and obtuse angle; finds the area of a figure by multiplying length by width; determines and measures the perimeter of a rectangle; measures real world objects with an inch ruler; tells time to five minute intervals; interprets graphs.</p>	<p>The student demonstrates knowledge that exceeds the extended standards in reading, writing, listening, speaking and viewing. The student will perform the following complex tasks without assistance: applies vocabulary from a variety of sources; identifies specific details related to the main idea of a text; composes sentences using specific details; uses resource materials to plan a task; initiates communication in order to obtain information or to perform a task.</p>	<p>The student demonstrates performance and shows an application of knowledge that exceeds the extended standards in nature, content, and application of science. The student will perform the following complex task without assistance: sequence a scientific process to solve a problem; explore the contributions of science; interpret the life cycles in nature; determine the properties and processes of energy and matter; interpret the impact of the moon and sun on earth; predict changes in systems.</p>
Mastery Level Descriptor	<p>The student demonstrates knowledge that meets the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks without assistance: recognizes numbers 1-60; assigns numbers 1-60 to a corresponding set of objects; identifies the fractional part one-fourth and one-third; adds two-digit numbers with and without regrouping; subtracts two digit numbers without regrouping; recognizes and completes a pattern; recognizes and replicates right and obtuse angles; determines perimeter or area of an object using nonstandard measurements; uses a ruler to measure length in inches; tells time to the half hour; collects, displays and reads data using appropriate graphs (pictorial, bar and line graphs).</p>	<p>The student demonstrates knowledge that meets the extended standards in reading, writing, listening, speaking and viewing. The student performs the following tasks without assistance: identifies vocabulary words from a variety of sources; answers questions related to the main idea of a text; extends a sentence using descriptive words and uses correct capitalization and punctuation; selects and uses the correct resource materials to complete a task; engages in communication with familiar and unfamiliar people.</p>	<p>The student demonstrates knowledge that meets the extended standards in nature, content, and application of science. The student will perform the following task without assistance: apply scientific processes used in problem solving; recognize the contributions of science; describe the life cycles in nature; classify the properties and processes of energy; explain the relationships between the earth, moon and sun; describe changes in the earth's system.</p>
Partial Mastery Level Descriptor	<p>The student demonstrates knowledge characterized by errors and/or omissions in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks with assistance: compares two quantities of objects; identifies that one-fourth and one-third are less than a whole; models addition and subtraction problems using single-digit numbers; follows a pictorial/geometric pattern; continues a pattern; correctly selects the item with an angle from two choices; traces a right angle or an obtuse angle; counts the squares for area or perimeter; sorts by length; tells time to the hour; fills in bars on a graph.</p>	<p>The student demonstrates knowledge characterized by errors and/or omissions in reading, writing, listening, speaking and viewing. The student performs the following tasks with assistance: matches word/picture to vocabulary words; uses pictures/symbols/objects from text to represent the main idea of the story; identifies picture/object to indicate choice of descriptor; matches information found in resource to the correct resource; communicates needs and wants with familiar and unfamiliar people.</p>	<p>The student demonstrates knowledge characterized by errors and/or omissions in nature, content, and application of science. The student will perform the following with assistance: match a scientific process to a task; match scientific developments to their function; match stage of a life cycle to an animal; identify the properties and processes of energy; match the relationships between the earth, moon and sun; match parts of a system to a whole.</p>
Novice Level Descriptor	<p>The student demonstrates knowledge characterized by fragmented and incomplete performance in number and operations, algebra, geometry, measurement, data analysis and probability. The student attempts to perform the following tasks with assistance: counts with one-to-one correspondence; identifies one-fourth of a whole; identifies a number from a set of unrelated objects; replicates/copies the pattern; matches angles; colors within the lines of a polygon; identifies a ruler from a non-ruler; identifies a clock; identifies a bar graph.</p>	<p>The student demonstrates knowledge characterized by fragmented and incomplete performance in reading, writing, listening, speaking and viewing. The student attempts to perform the following with assistance: points to items representing vocabulary words related to the text; matches pictures related to the main idea of the text; matches descriptive words; identifies a resource; shows a variety of communication attempts.</p>	<p>The student demonstrates knowledge characterized by fragmented and incomplete performance in nature, content, and application of science. The student will attempt to perform the following with assistance: identify items relating to scientific processes; select picture of a scientific invention that has made life easier; select the stage in a life cycle; choose objects that represent properties and processes of energy; identify the earth, moon and sun; identify a system.</p>

Performance Levels

For more information about Performance Level Descriptors, please visit the following site(s): <http://wvde.state.wv.us/policies/> (p2520.16-math) (p2520.16-reading) (p2520.16-science)

Performance Level Descriptors by Content Area – Grade 7

Content Areas

Mathematics

The student demonstrates knowledge that exceeds the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following complex tasks without assistance: writes numbers up to 20; recognizes one-half as greater than one-third and one-third as greater than one-fourth; demonstrates the concept of multiplication; uses more than one operation (add, subtract, multiply) to solve practical problems; predicts a pattern; represents an equality; identifies and locates different angles; predicts volume; selects appropriate measuring tool for measuring an object; identifies time to nearest fifteen minute intervals; categorizes data and determines frequency of occurrence for each category and organizes by range.

The student demonstrates knowledge that exceeds the extended standards in reading, writing, listening, speaking and viewing. The student performs the following complex tasks without assistance: applies frequently used sight/common words; identifies four elements of a story or text; writes three or more related sentences; produces written text based on research information; seeks clarification of information.

The student demonstrates knowledge that meets the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks without assistance: recognizes numbers up to 100; recognizes whole numbers 1-100 and the difference among one-half, one-fourth, and one-third; assigns a number 1-100 to a correct value; matches fractions (one-half, one-third, and one-fourth) with corresponding picture or object; multiplies single-digit numbers; uses addition and subtraction to solve an application problem; recognizes and completes a counting pattern; given two whole numbers identifies which is greater or less than; recognizes and replicates angles (right, acute, and obtuse); determines the volume of an object using nonstandard measurement; measures length with a customary ruler and yard stick; tells time to nearest five- minute intervals; organizes data into frequency of occurrence and range.

The student demonstrates knowledge that meets the extended standards in reading, writing, listening, speaking and viewing. The student performs the following tasks without assistance: recognizes and comprehends frequently used sight/common words; identifies three elements of a story (character, main idea and setting); writes two related sentences; compares two similar resource materials and determines which is most appropriate for a given task; listens and communicates in order to obtain information or perform a task.

The student demonstrates knowledge characterized by errors and/or omissions in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks with assistance: recognizes numbers to 20; identifies whole numbers on a number line; identifies one-half as one of two parts, one-third as one of three parts and one-fourth as one of four parts; multiplies single-digits up to 5; recognizes and indicates whether items are added or subtracted from a group; sorts, manipulates and groups by number values; indicates from a given group of items which is more; identifies a specified angle on a familiar object; determines capacity (more/less); identifies a ruler and a yardstick; identifies time by hour and half-hour intervals; identifies items that belong in a category.

The student demonstrates knowledge characterized by errors and/or omissions in reading, writing, listening, speaking and viewing. The student performs the following tasks with assistance: matches frequently used sight/common words with verbal or picture representations; identifies two elements of a story (character, main idea); arranges a subject and action word to form a sentence; identifies information found in resource media; responds to spoken communication to perform part of a task.

The student demonstrates knowledge characterized by fragmented and incomplete performance in number and operations, algebra, geometry, measurement, data analysis and probability. The student attempts to perform the following tasks with assistance: points to a given number on a number line; selects one-half from a picture/object representation; multiplies by 1 and 2; recognizes that when items are added or subtracted, the result is more or less; groups like colors and shapes; indicates which is bigger - a whole item or a partial item; duplicates an angle; places objects in containers; identifies a ruler; identifies time in hour intervals; identifies objects in a category.

The student demonstrates knowledge characterized by fragmented and incomplete performance in reading, writing, listening, speaking and viewing. The student attempts to perform the following tasks with assistance: selects object/picture representation of a given vocabulary word; identifies one element of a story; manipulates preferred writing instrument with proper positioning; uses a media tool to complete an activity; demonstrates a variety of communication attempts with familiar and unfamiliar people.

For more information about Performance Level Descriptors, please visit the following site(s):

<http://wvde.state.wv.us/policies/> (p2520.16-math)
<http://wvde.state.wv.us/policies/> (p2520.16-reading)

Performance Level Descriptors by Content Area – Grade 8

Content Areas	Mathematics	Reading/Language Arts
Above Mastery Level Descriptor	<p>The student demonstrates knowledge that exceeds the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following complex tasks without assistance: recognizes numbers through 100 and matches them with their word name; counts groups of 10s to 100; recognizes decimal, fraction, percent equivalences (one-half, one-fourth and one-tenth); chooses the correct operation for a given problem; extends a counting pattern; demonstrates the concept of one-half, one-third, and one-fourth through daily activities; demonstrates the concept of decimals .05, .25, .75 using provided coins; identifies and locates different kinds of angles; identifies parallel lines; determines and measures the perimeter of a rectangle; finds the area of a figure; from a given formula uses correct measurement tool to measure different lengths; makes a graph from a survey; makes a prediction based on real life situations.</p>	<p>The student demonstrates knowledge that exceeds the extended standards in reading, writing, listening, speaking and viewing. The student performs the following complex tasks without assistance: identifies more than one meaning of vocabulary words; identifies two supporting details a character used to make a decision; uses details from text to perform a task; composes a paragraph using a variety of resources and self-corrects capitalization and punctuation; actively participates in group discussion to explore, question, and present information.</p>
Mastery Level Descriptor	<p>The student demonstrates knowledge that meets the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following without assistance: recognizes numbers to 100, including fractional halves, fourths, tenths and their decimal equivalents; applies various strategies and operations to solve practical problems involving whole numbers; recognizes and extends mathematical patterns; identifies which fractions one-half, one-third, one-fourth, and decimals .5, .25, .75 are greater than/less than; identifies the angles of an object in the environment; identifies lines; determines the perimeter and area of a rectangle; utilizes the concept of time in real life; solves problems to determine possible combinations.</p>	<p>The student demonstrates knowledge that meets the extended standards in reading, writing, listening, speaking and viewing. The student performs the following tasks without assistance: uses a variety of resources to identify meaning of vocabulary words; identifies details a character used to make a decision; identifies details from informational text to make decisions; composes a paragraph with three related sentences using a resource; listens to and communicates with a variety of speakers in order to answer questions regarding the content.</p>
Partial Mastery Level Descriptor	<p>The student demonstrates knowledge characterized by errors and/or omissions in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks with assistance: compares sets of objects to find more, less, equal; recognizes that 0.5 (one-half) is less than a whole; recognizes single-digit numbers and matches them with the number word; combines items to create a specified number; follows a counting pattern by counting two's, five's, and ten's; identifies which fractional representation of two objects is more; assembles different kinds of angles; assembles lines; compares objects by linear features; follows a daily schedule of two or more events; makes a prediction based on two choices.</p>	<p>The student demonstrates knowledge characterized by errors and/or omissions in reading, writing, listening, speaking and viewing. The student performs the following tasks with assistance: uses resources to ask for items; correctly chooses between two options to indicate a story event; copies provided text; responds to information presented by unfamiliar person.</p>
Novice Level Descriptor	<p>The student demonstrates knowledge characterized by fragmented and incomplete performance in number and operations, algebra, geometry, measurement, data analysis and probability. The student attempts to perform the following tasks with assistance: identifies numbers 1-5 with corresponding objects; identifies a part of an object versus a whole object; matches a number to a given set; follows a counting pattern; identifies from a given whole object and partial object which is "more than" and which is "less than"; recognizes an angle; recognizes points; follows a daily schedule for a minimum of one activity; predicts the effect of an action.</p>	<p>The student demonstrates knowledge characterized by fragmented and incomplete performance in reading, writing, listening, speaking and viewing. The student attempts to perform the following tasks with assistance: uses pictures/objects to represent words; demonstrates focused attention to pictures/symbols/objects from the text; selects preferred writing instrument; follows class rules for behavior during a presentation.</p>

Performance Levels

For more information about Performance Level Descriptors, please visit the following site(s):
<http://wvde.state.wv.us/policies/> (p2520.16-math)
<http://wvde.state.wv.us/policies/> (p2520.16-reading)

Performance Level Descriptors by Content Area – Grade 10

Content Areas

Mathematics

The student demonstrates knowledge that exceeds the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following complex tasks without assistance: chooses correct operations to solve application problems; divides a whole unit into equal portions; determines amount of dollars/change needed for a purchase; demonstrates the concepts of greater than, less than, and equal to when dealing with money; identifies the slope of a line graph (rising, falling, constant); recognizes and uses lines in real-life situations; uses lines and points to follow directions within the community; finds and names different angles within the community (right, straight, obtuse, acute); applies spatial relations in real-world settings; uses measurement skills to perform in real life situations; uses collected data to make personal decisions.

The student demonstrates knowledge that exceeds the extended standards in reading, writing, listening, speaking and viewing. The student performs the following complex tasks without assistance: generalizes the meaning of a word through various activities; applies meaning of the story to real life; locates and uses information from a variety of sources; produces multiple types of writing, applies proper conventions of writing and self-corrects; listens in order to communicate effectively in different ways and for different purposes within school and community.

Above Mastery Level Descriptor

Reading/Language Arts

The student demonstrates knowledge that meets the extended standards in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks without assistance: calculates groups of numbers using four basic operations; divides a whole unit into one-fourth, one-third, and one-half; finds the value of a combination of coins/currency; uses algebraic symbols (<, >, =) to compare two sets; uses a graph to represent relations in numbers; uses spatial relationships (geometric shapes, forms and figures, i.e., points, lines, angles and shapes) to solve problems; solves practical problems involving length, weight and capacity; collects, organizes and utilizes numerical information and data.

The student demonstrates knowledge that meets the extended standards in reading, writing, listening, speaking and viewing. The student performs the following tasks without assistance: determines word meaning through a variety of strategies; comprehends meaning from literary materials to make predictions and answer questions; applies information from a variety of sources; produces writing for practical uses with correct punctuation and capitalization; listens in order to communicate effectively in different ways and for different purposes.

Mastery Level Descriptor

The student demonstrates knowledge characterized by errors and/or omissions in number and operations, algebra, geometry, measurement, data analysis and probability. The student performs the following tasks with assistance: uses manipulatives to add or subtract whole numbers up to twenty; arranges parts to complete a whole; identifies name and value of money; coins (.01, .05, .10, and .25) and dollars (\$1, \$5, \$10, \$20); identifies a missing part in a sequence; shows "more than," "less than," "most," "least," "same"; models horizontal and vertical lines; models lines within the environment; reproduces different kinds of angles; locates geometric shapes in the environment; uses appropriate tools for measurement; classifies information using charts, logs, checklist.

The student demonstrates knowledge characterized by errors and/or omissions in reading, writing, listening, speaking and viewing. The student performs the following tasks with assistance: associates word with meaning; distinguishes fact from fiction; uses materials to complete a task; arranges words to make phrases or simple sentences; communicates with a variety of people through different means.

Partial Mastery Level Descriptor

The student demonstrates knowledge characterized by fragmented and incomplete performance in number and operations, algebra, geometry, measurement, data analysis and probability. The student attempts to perform the following tasks with assistance: recognizes when items are added or taken away from a given quantity of objects; differentiates between a whole unit and a fraction; differentiates between a coin and a non-coin; identifies a missing part; shows "more than"; recognizes lines as going "up" or "across" (vertical/horizontal); recognizes lines; represents angles; sorts objects according to shapes; recognizes the differences in measure terminology; recognizes like items.

The student demonstrates knowledge characterized by fragmented and incomplete performance in reading, writing, listening, speaking and viewing. The student attempts to perform the following tasks with assistance: identifies the word; distinguishes actual and representational items; identifies material for intended purpose; writes name or other personal information; communicates a response through a communication system.

Noice Level Descriptor

For more information about Performance Level Descriptors, please visit the following site(s):

<http://wvde.state.wv.us/policies/> (p2520, 16-math)
<http://wvde.state.wv.us/policies/> (p2520, 16-reading)

Performance Level Descriptors – Grade 11

Science

Above Mastery Level Descriptor

The student demonstrates knowledge that exceeds the extended standards in nature, content, and application of science. The student will perform the following complex task without assistance: interpret and graph collective data; sequence chronologically related scientific innovations; organize examples of solids into non-metals and metals; apply knowledge of chemical changes; predict the changes in mass, temperature or concentration, given different circumstances; determine solutions to environmental problems.

Mastery Level Descriptor

The student demonstrates knowledge that meets the extended standards in nature, content, and application of science. The student will perform the following task without assistance: safely use laboratory equipment to measure items; identify scientific innovations in chemistry; classify examples of matter based on their properties; identify the difference between a chemical change and a physical change; compare substances by mass, temperature or concentration; describe the impact of technology on the environment.

Partial Mastery Level Descriptor

The student demonstrates knowledge characterized by errors and/or omissions in nature, content, and application of science. The student will perform the following with assistance: match the instrument to its function; match a modern scientific development to its use; sort items based on properties of matter; identify a chemical change; recognize that mass and temperature can be changed; recognize causes of pollution.

Novice Level Descriptor

The student demonstrates knowledge characterized by fragmented and incomplete performance in nature, content, and application of science. The student will attempt to perform the following with assistance: identify laboratory equipment; identify a modern scientific instrument; identify an item as a solid or a liquid; identify a physical change; identify that temperature is a measure of heat in a substance and that mass is the amount of matter in a substance; identify different types of pollution.

Performance Levels

For more information about Performance Level Descriptors, please visit the following site(s): <http://wvde.state.wv.us/policies/> (p2520.16-science)

7/16/08



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

WV PURCHASING ACA SECT Fax 304-558-4115

Jul 23 2009 03:51pm P001/002

**request for
 Quotation**

RFQ NUMBER
EDD318499

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY 304-558-8801

VENDOR

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 TYPE NAME/ADDRESS HERE

Frank Brockmann
 President
 Center Point Assessment Solutions Inc.
 3941 PARK DRIVE STE 20-280
 EL DORADO HILLS, CA 95762

SHIP TO

DEPARTMENT OF EDUCATION
 BUILDING 6
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0330

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
07/23/2009				

BID OPENING DATE: 07/30/2009 BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 1 -----						
THIS ADDENDUM IS ISSUED TO REVISE THE DUE DATE OF THE REPORT FILE FROM JULY 27, 2009 TO THREE DAYS AFTER AWARD OF CONTRACT.						
***** THE BID OPENING DATE IS MOVED						
FROM: 08/06/2009						
TO : 07/30/2009						
0001	1	LS		924-10		
CONSULTING, EDUCATIONAL						
EXHIBIT 10						
REQUISITION NO.: EDD318499						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO. (S)						
NO. 1 <input checked="" type="checkbox"/>						
NO. 2 <input type="checkbox"/>						
NO. 3 <input type="checkbox"/>						

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 2009 JUL 24 PM 12:56
 WV PURCHASING
 DIVISION

SIGNATURE		TELEPHONE		DATE
TITLE		FEIN		ADDRESS CHANGES TO BE NOTED ABOVE

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State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
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WV PURCHASING ACA SECT Fax 304-558-4115

Jul 23 2009 03:52pm P002/002

Request for Quotation

RFQ NUMBER
EDD318499

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY 304-558-8801

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TYPE NAME/ADDRESS HERE

Frank Brockmann
 President
 Center Point Assessment Solutions Inc
 3941 PARK DRIVE, STE 20-280
 EL DORADO HILLS, CA 95762

SHIP TO

DEPARTMENT OF EDUCATION
 BUILDING 6
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0330

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
07/23/2009				
BID OPENING DATE	07/30/2009		BID OPENING TIME 01:30PM	

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
NO. 4						
NO. 5						
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p>						
				<p>..... SIGNATURE <i>Frank Brockmann</i></p> <p>..... COMPANY Frank Brockmann President Center Point Assessment Solutions Inc</p> <p>..... DATE 7/24/2009</p>		
REV. 11/96						
----- END OF ADDENDUM NO. 1 -----						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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