

## SOLE SOURCE DETERMINATION

**The Purchasing Division has been requested to approve a sole source purchase for the commodity or service described below. Pursuant to West Virginia Code 5A-3-10c, the Purchasing Division is attempting to determine whether the commodity or service is a sole source procurement. If you believe your company meets the required experience and qualification criteria stated below, please e-mail the Purchasing Division at [team@wvadmin.gov](mailto:team@wvadmin.gov) to express your interest in the project. Please forward any and all information that will support your company's compliance with required qualification and eligibility criteria along with any other pertinent information relative to this project to the Purchasing Division no later than Tuesday, May 22, 2007.**

Requisition Number: EDD272243

Department/Agency: Education

Detailed Description of Project: The vendor must be able to provide an eighth grade college predictive assessment and a tenth grade college predictive assessment that yields information to students and teachers about acceptable performance on a college entrance exam. Secondly the vendor must provide said college entrance exam in which the predictive information from these assessments would provide reliable predictions of student performance on the college entrance exams.

Proposed Sole Source Vendor: ACT

Specific Eligibility Criteria: The 8 and 10 level assessments must align to the college entrance assessment exam and yield valid and reliable predictive scores to the eleventh grade college entrance exam in the areas of reading/language arts or English, math and science. Assessment results for the college admissions test must be acceptable for admissions to post-secondary institutions of higher learning within the State of WV and the United States of America.

Specific Qualification Criteria: Must have the resources and ability to administer statewide programs. Specifically, each vendor must demonstrate the capacity and staffing to complete the work in a short time frame (e.g. two months) free of error. The response to this notice should include, at a minimum:

- the length of time and extent the vendor has provided services similar to or identical to those requested
- the vendor's financial status, as well as their currently available facilities, equipment, and other technological resources
- on-time delivery of products and services according to specified deadlines

- demonstrable guarantees of accuracy
- annual development of work schedules and test and report specifications
- conduct of quality reviews of all processes, operations, and products
- demonstrated ability to develop quality testing materials
- demonstrated ability to print, package, distribute, and retrieve testing materials
- demonstrated ability to accurately scan and score (and handscore) testing materials
- demonstrated ability to accurately provide reporting and data verification services
- staff project managers and team members having training and experience in the management and implementation of statewide assessment programs who are currently on the vendor's payroll
- demonstrated completion of test administration projects for statewide assessment programs or other large-scale assessment programs

Subsequently, should completion of work with errors occur, the vendor must possess the resources to immediately correct the errors and/or face substantial financial penalties.