



Central Consolidated School District # 22

Administration Complex – Finance Department

PO Box 1199, Shiprock, NM 87420

US Hwy 64 Old High School Rd

Business Office · 505-598-5834/598-9684 · Fax 598-6626

Personnel · 505-598-1018/368-4963 · Fax 598-1019

Administration · 505-368-4984 · Fax 505-368-5232



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 in writing by the Business Manager, Central Purchasing Office of CCSD. The foregoing requirement is regardless of whether the *sole source request for determination* has been signed by the Agency and/or the Contractor.

I. Name of Agency: Central Consolidated School District

Name / Department of Submitter: Don Hornbecker, Curriculum & Instruction Dept.

Telephone Number: (505) 368-4984 ext. 20107

II. Name of prospective Contractor: Voyager Sopris Learning

Address of prospective Contractor: 17855 Dallas Pkwy, Suite 400, Dallas, TX 75287

Amount of prospective contract: \$32,000.00

Term of prospective contract: February 2018 - June 2019

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the prospective contract:

LETRS is a course of study and/or a series of in-person workshops that connects research to practice, while using accessible language and interactive exercises. The program is based on the science behind the best way to teach reading. Key features include:

- Introducing language and literacy
- Addressing the challenges associated with learning to read
- Understanding phonetics, phonology and phoneme awareness
- Demonstrating how spelling works
- Building vocabulary and oral language skills
- Developing fluency
- Teaching text comprehension
- Teaching phonics, word study and alphabetic principle
- Assessing for prevention and early intervention
- Teaching beginners of spelling and writing
- Syllabication and Advanced Decoding

IV. Provide an explanation of the criteria developed and specified by the agency as necessary to perform and/or fulfill the contract and upon which the state agency reviewed available sources. (Do not use “technical jargon;” use plain English. Do not tailor the criteria simply to exclude other contractors if it is not rationally related to the purpose of the contract.)

The goal of our district is to have all K-3 teachers trained in LETRS foundation and all 9 modules. The training is rigorous and will take at least two years to train all the teachers. To make LETRS a sustainable component for K-3 teachers we are training 10 staff members to become certified LETRS trainers.

V. Provide a detailed, sufficient explanation of the reasons, qualifications, proprietary rights or unique capabilities of the prospective contractor that makes the prospective contractor ***the one source*** capable of providing the required professional service, service, construction or item(s) of tangible personal property. (Please do not state the source is the “best” source or the “least costly” source. Those factors do not justify a “sole source.”)

Voyager Sopris is the sole source trainer for LETRS. LETRS (Language Essentials for Teachers of Reading and Spelling) is professional development that provides the foundational knowledge necessary to understand how students learn to read, write, and spell—and why some of them struggle. Through LETRS, educators gain a deeper understanding of language structure and how to help struggling readers. LETRS is recommended by our WIDA consultant and is used in our neighboring districts.

VI. Provide a detailed, sufficient explanation of how the professional service, service, construction or item(s) of tangible personal property is/are ***unique and how this uniqueness is substantially related to the intended purpose of the contract.***

LETRS is not a reading instruction program. LETRS modules prepare teachers to learn and use any well-designed reading program; the modules do not substitute for program-specific training. LETRS complements and supports the implementation of programs aligned with scientifically-based reading research.

LETRS modules are designed to be delivered in sequence, but flexible sequencing is also possible. In sequence, the modules build on the overview and introductory content, focusing first on phonology, phoneme awareness, and the writing system (orthography) of English. Next, the modules progress to topics in vocabulary, fluency, and comprehension instruction. Later modules (7-9) target reading instruction for the primary grades and include a module on assessment for prevention and early intervention. The final series (modules 10-12), designed for educators who work with students at grade 3 and above, addresses advanced phonics and word study, comprehension and study skills in content-area reading, and assessment.

VII. Explain why other similar professional services, services, construction or item(s) of tangible personal property ***cannot*** meet the intended purpose of the contract.

Central Consolidated incorporated LETRS training for our teachers several years ago but due to funding issues we had to stop the training until this year. To date we have trained all of our K-3 teachers in LETRS Foundations . LETRS has 9 additional modules each require 3-4 days of training. We have half of our first grade teachers trained in modules 1-3. We are hoping to get the rest our our first grade teachers trained this year along with 10 teachers who will be trained as trainers. As part of our sustainability plan these 10 teachers will training all our K, 2, & 3 teachers in modules 1-3 and will train any K-3 teacher in LETRS who has not had the training.

VIII. Provide a narrative description of the agency’s due diligence in determining the basis for the procurement, including procedures used by the agency to conduct a review of available sources such as researching trade publications, industry newsletters and the internet; reviewing telephone books and other advertisements; contacting similar service providers; and reviewing the State Purchasing Agent’s vendor list. Include a list of businesses contacted (***do not state that no other businesses were contacted***), date of contact, method of contact (telephone, mail, e-mail, other), and documentation demonstrating an explanation of why those businesses could not or would not, under any circumstances, perform the contract; or an explanation of why the agency has determined that no businesses other than the prospective contractor can perform the contract.

12.21.17 Secretary checked State Purchasing Agent's vendor list. No luck

01.09.18 Called Farmington Schools to see how they funded LETRS training.

01.09.18 Reviewed websites to find like LETRS training and certification training. No Luck

01.09.18 Checked with Gallup Schools they have Voyager Sopris on their website as sole source for LETRS training,

Submitted By:

Date: 1.16.18


Signature of Employee Submitting form

If this sole source relates to a procurement of general services:

- 1) the signature of the CCSD CPO on this form certifies the sole source has been posted for thirty (30) calendar days and has received no challenges;
- 2) the sole source is granted as of the date of signature by the CCSD CPO; and
- 3) the signature of the Superintendent on this form is the final signature required for this sole source procurement.

If this sole source relates to a procurement of professional services:

- 1) the signature of the CCSD CPO on this form certifies the sole source has been posted for thirty (30) calendar days and has received no challenge(s); and
- 2) the signature of the Superintendent on this form is the final signature required for this sole source procurement.

Certified by:

Chief Procurement Officer /or Designee
CCSD Central Purchasing Office

Date: _____

APPROVED:

CCSD Superintendent of Schools

Date: _____



October 12, 2017

To Whom It May Concern,

This is to advise you that Voyager Sopris Learning, Inc. is the sole source provider in the United States of all items associated with the product lines listed below. Additionally, we are the sole source provider of training services for the products in the chart below.

Voyager Sopris Learning, Inc. Sole Source Titles	
<i>50 Nifty Activities</i>	<i>REWARDS (Intermediate, Secondary, Plus, and Writing)</i>
<i>Academic Vocabulary for English Learners (AVEL)</i>	<i>Sound Partners</i>
<i>A Principal's Primer for Raising Reading Achievement</i>	<i>Spellography</i>
<i>Best Behavior</i>	<i>Step Up to Writing</i>
<i>Building Early Literacy and Language Skills (BELLS)</i>	<i>Stop and Think Social Skills Program</i>
<i>Connecting LETRS to the Classroom</i>	<i>Teaching Reading Essentials</i>
<i>DIBELS Next</i>	<i>The Six-Minute Solution</i>
<i>DIBELS Next Survey</i>	<i>Ticket to Read</i>
<i>DIBELS Next VPORT</i>	<i>TimeWarp Plus</i>
<i>eSolution: Fluency, Vocabulary, and Comprehension</i>	<i>TransMath</i>
<i>Everyday English Plus</i>	<i>Velocity</i>
<i>Fundamentals of Literacy Instruction (FOLI)</i>	<i>Vmath (all Editions)</i>
<i>Herman Method/The New Herman Method</i>	<i>Vmath Summer Adventure</i>
<i>Inside Algebra</i>	<i>VmathLive</i>
<i>LANGUAGE! (all Editions including Focus on English Learning)</i>	<i>VocabJourney</i>
<i>LANGUAGE! Live* (including California Edition)</i>	<i>Vocabulary Through Morphemes</i>
<i>LETRS and LETRS Supplementary Modules*</i>	<i>Voyager Adventure Series</i>
<i>NUMBERS Onsite/In-Person</i>	<i>Voyager Pasaporte</i>
<i>Passport Reading Journeys</i>	<i>Voyager Passport</i>
<i>Primary Spelling by Pattern</i>	<i>VPORT</i>
<i>RAVE-O: Proven Literacy Intervention</i>	<i>We Can Early Learning Curriculum (all Editions)</i>
<i>Read Well</i>	<i>You Can Be Algebra Ready</i>
<small>*Limited exceptions are made for LETRS to institutes of higher education</small>	<small>***Support Services for Sole Source titles listed herein are also sole sourced</small>

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With any questions, please call 800-547-6747, or email customerservice@cambiumlearning.com.

Sincerely,

Aaron Ingold
 President
 Voyager Sopris Learning



Company Address 17855 Dallas Pkwy, Suite 400
 Dallas, TX 75287
 US

Quote Number 00047424
 Created Date 12/8/2017

Quote To Donald Hornbecker
 Phone (505)598-5893
 Email hornd@centralschools.org

Bill To Name Central Cons School Dist 22
 Bill To PO Box 1199
 Shiprock, NM 87420
 US
 Ship To Name Central Cons School Dist 22
 Ship To US Highway 64 Old HS Rd
 Shiprock, NM 87420
 US

Sales Executive Name Jamae Martinez
 Sales Executive Phone +1 5202663013
 Sales Executive Email jamae.martinez@voyagersopris.com

Description	Product Code	Quantity	Sales Price	Total Price
LETRS TOT training (4-day sessions) *Please note that this is priced at the daily rate	326828	4.00	\$4,250.00	\$17,000.00
LETRS Initial Training 4 CONSECUTIVE Days (Price is per day; maximum 40 participants)	43414	4.00	\$3,750.00	\$15,000.00
	Total Price		\$32,000.00	
	Total Freight Amount		\$0.00	
	Total Tax Amount		\$0.00	
	Grand Total		\$32,000.00	

**Please remember to add sales tax for your state (from subtotal) if applicable.
 *Taxes on quote are an estimate only and are subject to change once the order is placed.

Comments

All academic school year licenses start on August 1 and end on July 31. Licenses may expire at a later date if a multi-year deal is purchased; the expiration date will be noted at the time of receiving the Purchase Order. All Summer licenses start May 1 and end on July 31.

*A contact name and email address are required for all products with digital components.

Voyager Sopris Learning
 Cambium Learning Group, Inc.
 Attn: Order Entry Department
 17855 Dallas Pkwy, Suite 400
 Dallas, Texas 75287
 Phone: (800) 547-6747
 Fax: (888) 819-7767
 Email: CustomerService@voyagersopris.com