



NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM

TO: Robyn Burke President
Members of the School Board

THROUGH: David Vadiveloo, Chief School Administrator/Superintendent

THROUGH: Tracy Mulvenon, Assistant Superintendent

FROM: Tennessee D. Judkins, Director of Iñupiaq Education

DATE: August 10, 2023

SUBJECT: Contracts over \$10,000-
Nannut Qaqisaurajat, LLC

Memo No: SB24-020
(Action Item)

NSBSD Strategic Plan Goal:

1.0 Student Success: All students will reach their intellectual potential and achieve academic success through integrating Iñupiaq knowledge systems into the core content areas and focusing on the development of the Whole Child.

4.0 Financial & Operational Stewardship: Effectively employ our operational and financial resources to support our strategic goals and long-term stability of the district.

4.2 Financial Stewardship: Ensure financial management based on what is best for our students.

NSBSD Policy Manual:

BP 3311, Bids: All purchases in the amount of \$20,000 or more shall be based, when possible, on three competitive bids. The Superintendent or designee shall establish procedures to ensure that formal advertised bids are solicited for purchases over \$50,000.

BP 3312, Contracts: The Superintendent or designee may enter into contracts and memoranda of agreement on behalf of the district. All contracts and memorandums of agreement with a dollar value of \$10,000 or greater must be approved by the School Board.

Issue Summary:

VIVA is the Visual Iñupiaq Vocabulary Assessment computer program that we use as a supplemental tool in our Iñupiaq Language classrooms and programs. Over the last year, we have been working with Nannut Qaqisaurajat, LLC, to work on the full upgrades of the VIVA computer program. In order for us to continue progressing forward and have an assessment tool for our language progression as well as a way in which students can continue to practice their language progression, upgrades are necessary.

With the plans for upgrades also come new additions to the software, which include, but are not limited to; rewriting the computer language so it is up to date with technological advances; new methods for tracking and assessing student's language acquisition and practice in the program; enhancements to usability for teachers and students including faster run times; self-creating accounts, and a "facelift," once the upgrades are complete. VIVA will also become accessible on desktops and mobile devices.

Nannut Qaqisaurajat, LLC performed the first four phases of this upgrade and due to their knowledge of the content, system and outcomes required by the District, are the company best placed to perform the next three phases.

Background:

Viva was started in 2007 and rolled out for student and teacher use in January 2009. The computer programming team we have been working with at Nannut Qaqisaurajat, LLC collectively have over 50 years of experience in computer programming and technical skills and training. To date they have worked through the first four phases of the software and program upgrades, and this contract is proposing the work for the next three phases (Phases V-VII).

Length of Contract:

The length of the contract would be from August 16, 2023 through June 30, 2024.

Funding Source and Purchase/Contract Amount:

This contract would come out of the Iñupiaq Education Department Professional & Technical budget Account Code: 100.200.120.000.410, in the amount of and not to exceed \$125,000.00.

Available Budget:

100.200.120.000.410

Compliance with BP 3311:

The administration requests that the requirements of BP3311 be waived in this instance.

The upgrading and modification of computer programming is a very specialized skill. The Iñupiaq Education Department initially spent 6 months searching for a computer programming company. During the search for a suitable company to perform the first phases of upgrades, updates and overhauling of VIVA, the department looked at several different companies, including the original developer, used a search program to solicit companies who offer computer programming, and other companies overseas. Nannut Qaqisaurajat, LLC. demonstrated at that time they had the expertise and necessary understanding of our requirements.

Over the past year Nannut Qaqisaurajat LLC have completed the first four critical phases of upgrade and re-development of the VIVA program and site. Their knowledge of the system and requirements to complete the overhaul of VIVA makes them the best placed company to continue this work through Phases V-VII.

Proposed Motion:

“I move that the NSBSD Board of Education approve the above \$10,000 and greater proposal and related contract with Nannut Qaqisaurajat, LLC, as described in this memo and related attachments.”

Moved by _____ Seconded by _____

Adivsory Vote _____ Vote _____

Signature: 
Tennessee Judkins (Sep 11, 2023 15:03 AKDT)

Email: tennessee.judkins@nsbsd.org