DESCRIPTION OF INTENDED SINGLE SOURCE PURCHASE (PUR 7776)

AGENCY: Early Learning Coalition of Manatee County, Inc.

TITLE: Custom High Five Magazine Wrap and Literacy Materials
Short description of the commodity or service desired: Custom High Five magazine and accompanying literacy materials will be utilized to promote VPK, as a supplemental tool to support early literacy acquisition, and family engagement.

CONTACT
Name: Kerry Gaylord
Address: 600 8th Avenue West, Suite 100, Palmetto, FL 34221
Telephone: 941-212-4991
Email: kgaylord@elc-manatee.org

Internal tracking number, if any: NA

Date posted: 03/19/25 Last day for receipt of information: 04/08/25

This description of commodities or contractual services intended for purchase from a single source is posted in accordance with Sections 120.57(3) and 287.057(3), Florida Statutes (F.S.), and will remain posted for a period of at least 15 business days.

Commodity or Contractual Service Required (commodity or United National Standard Products and Services Code (UNSPSC), manufacturer, model, and description, as appropriate):
Highlights' innovative approach to learning integrates puzzles and stories, encourages re-reading, and reinforces vocabulary. Custom High Five magazine warp and accompanying literacy materials will be utilized to promote VPK, as a supplemental tool to support early literacy acquisition, and family engagement.

Quantity or Term (as appropriate):
04/01/25-06/30/25

Requestor (division, bureau, office, individual, as appropriate):
Early Learning Coalition of Manatee County, Inc.

Performance and/or Design Requirements (e.g. intended use, function or application, compatibility, requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate):
Custom High Five magazine warp and accompanying literacy materials will be utilized to promote VPK, as a supplemental tool to support early literacy acquisition, and family engagement.

Intended Single Source:
Highlights

Estimated Dollar Amount:
$49,576

Justification for single source acquisition (what is necessary and unique about the product, service or source; steps taken to confirm unavailability of competition, as appropriate):
Highlights is the single and sole source of the uniquely developed Custom High Five magazine warp and accompanying literacy materials.

Approved By (names & titles, as appropriate, e.g., requestor, requestor management, information systems, budget, purchasing):
Darrell King, Chief Executive Officer

Prospective vendors are requested to provide information regarding their ability to supply the commodities or contractual services described. If it is determined in writing by the agency, after reviewing any information received from prospective vendors, that the commodities or contractual services are available only from a single source, the agency shall provide notice of its intended decision to enter a single-source purchase contract in the manner specified in Rule 60A-1.045, Florida Administrative Code, and section 120.57(3), F.S.