

**DESCRIPTION OF INTENDED
SINGLE SOURCE PURCHASE
(PUR 7776)**

AGENCY: Early Learning Coalition of Palm Beach County, Inc

TITLE: Building Educator Capability: A Baseline Evaluation of the Early Learning Workforce
Short description of the commodity or service desired: Professional services to evaluate the early learning workforce through a proprietary Literacy Knowledge Diagnostic and Early Literacy Self-Efficacy Survey, produce participant diagnostic profiles and a county-level Educator Capacity Report, provide 2.5 days of in-person coach training, deliver a full day of professional development for up to 80 educators, and conduct virtual coaching sessions with 50 educators.

CONTACT

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Internal tracking number, if any: 4598

Date posted: 4/9/2026 Last day for receipt of information: 4/29/2026

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):

Building Educator Capability: A Baseline Evaluation of the Early Learning Workforce, including administration and analysis of the Literacy Knowledge Diagnostic and Early Literacy Self-Efficacy Survey for 415 participants, Classroom Diagnostic Profiles, county-level Educator Capacity Report, 2.5 days of coach training, one full day of educator professional development for up to 80 educators, and virtual one-on-one coaching sessions for 50 educators.

Quantity or Term (as appropriate):

One three-month engagement, April through June 2026, serving 415 participants, including VPK educators, educators of three-year-olds, and coaches; includes 50 virtual coaching sessions and professional development for up to 80 educators.

Requestor (division, bureau, office, individual, as appropriate):

Programs

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):

Building Educator Capability: A Baseline Evaluation of the Early Learning Workforce is intended to provide ELCPBC with a countywide baseline of educator knowledge and self-efficacy in early literacy instruction before implementation of new state competency expectations. The service must include administration of a proprietary scenario-based Literacy Knowledge Diagnostic aligned to the Florida Early Learning and Developmental Standards (FELDS), Domain IV: Language and Literacy, and an Early Literacy Self-Efficacy Survey for 415 participants across VPK educators, educators of three-year-olds, and coaches.

Intended Single Source:
Mindset Copilot

Estimated Dollar Amount:
\$269,500.00

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):
Mindset CoPilot is the sole source for this engagement because the required service is based on proprietary instruments and methodology developed and delivered exclusively through Literacy Mindset™. The Literacy Knowledge Diagnostic is a proprietary scenario-based assessment aligned to FELDS Domain IV that produces a competency gap profile by literacy domain; its instrument design, scoring methodology, and profile format are original intellectual property of Mindset CoPilot, PBC and are not available from any other provider. The engagement also depends on the proprietary Three Sciences Framework developed by Dr. Paige Pullen, which integrates learning science, instructional science, and literacy science and is delivered exclusively through Literacy Mindset™. For these reasons, the requested service is not reasonably available from another vendor and qualifies as a sole-source procurement.

Approved By (names & titles, as appropriate, e.g., requestor, requestor management, information systems, budget, purchasing):
Aruna Gilbert, CPO
Christie Young, COO

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.