

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

AGENCY: Early Learning Coalition of Floridas Heartland, Inc.

TITLE: Continuity of Operations Planning (COOP) and Recovery for ELCFH Child Care Businesses

Short description of the commodity or service desired: Disaster preparedness planning and continuity of operations (COOP) development and recovery for early learning center based and family child care in the ELCFH service area.

CONTACT

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Internal tracking number, if any: NA

**Date posted: 10/6/25   Last day for receipt of information: 10/31/25**

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):

Disaster preparedness planning and continuity of operations (COOP) development and recovery for early learning center based and family child care in the ELCFH service area. Planning and recovery to include materials and equipment to support actual effort.

Quantity or Term (as appropriate):

November 1, 2025 - December 31, 2026

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

Early Learning Coalition of Floridas Heartland, 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):

Disaster preparedness planning and continuity of operations (COOP) development and recovery for early learning center based and family child care in the ELCFH service area. Planning and recovery to include materials and equipment to support actual effort. Individual facility/ FCC home planning along with broader COOP related training for child care to be woven into initiative.

Intended Single Source:  
Child Care Biz Help

Estimated Dollar Amount:  
\$50,000

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):  
Child Care Biz Help is the single and sole source of the disaster preparedness resources (COOP) and customized professional development unique to child care businesses.

Approved By (names & titles, as appropriate, e.g., requestor, requestor management, information systems, budget, purchasing):  
Anne Brewer, Executive Director

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.