

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

AGENCY: Early Learning Coalition fo Polk County

TITLE: Webauthor.com, LLC - Database Management System

Short description of the commodity or service desired: Webauthor (The Contractor) has created an online Flex Portal customized for the Coalition's unique business needs for an unlimited number of Coalition users.

CONTACT

Name: Cheryl Kelly

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Internal tracking number, if any: 2425WA

**Date posted: 7/3/24    Last day for receipt of information: 7/25/24**

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):

Online Portal provided by NextGen software.

Quantity or Term (as appropriate):

Unlimited Coalition Users.

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

Early Learning Coalition of Polk County

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):

Providing sufficient and secure storate and maintenance of Coalition Information contained within the Portal that allows providers, clients, or Coalition Users to electronically access the Portal

Intended Single Source:

Webauthor.com, LLC

Estimated Dollar Amount:

\$63,600.00

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):

Webauthor (The Contractor) has created an online Flex Portal customized for the Coalition's unique business needs for an unlimited number of Coalition users. The continued services being performed and/or delivered by the Contractor to the Coalition is "Software as a Service" or Cloud Computing. The Portal is considered to be an Out of the Box, un-modified version of one module of the Contractor's code set which is proprietary in nature and considered trade secrets of the Contractor.

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

Dr. Marc Hutek, CEO, ELC of Polk County

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.