

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

AGENCY: Early Learning Coalition of Polk County

TITLE: Staffing Platform/Tandem

Short description of the commodity or service desired: Tandem is a child care workforce platform that helps child care facilities stay open, fully staffed, and focused on delivering high-quality care. They build and maintain pools of vetted, state-compliant substitutes who can be booked on-demand for both planned and last-minute staffing needs. Through Tandem's platform, centers reduce classroom closures, avoid ratio violations, and alleviate the administrative burden that contributes to director burnout. This investment will support a countywide substitute staffing pool, which will be accessible to all contracted SR and VPK providers across Polk county, removing financial barriers to access and ensuring staffing support is available when programs need it. This includes providing coverage when early childhood educators attend professional development as part of the Coalition's ongoing professional development program.

CONTACT

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Internal tracking number, if any: ELCPOLK-FY2026-03

Date posted: 6/24/26 Last day for receipt of information: 7/20/26

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):

This purchase will include a one-year contract which will provide on-demand, vetted, state-compliant substitutes essential to early care networks that require consistent staffing support to maintain operations and meet state licensing requirements. It will also support staffing coverage when early childhood educators attend professional development as part of the Coalition's ongoing professional development program.

Quantity or Term (as appropriate):

12 months

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):

The Tandem platform builds, vets, and maintains a pool of state-compliant substitute teachers who can be requested on demand by child care sites. This comprehensive suite is designed for use by licensed providers and across early learning coalitions and multi-site early care networks that require consistent staffing support to maintain operations and meet state licensing requirements.

Intended Single Source:

Tandem

Estimated Dollar Amount:

Up to \$300,000.00

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):

There are no alternative vendors offering an equivalent combination of: a vetted, maintained substitute pool, full early-childhood compliance automation, on-demand staffing technology, and integrated workforce-readiness content designed specifically for early learning providers. The Tandem Substitute Workforce and Staffing Infrastructure Suite also includes Workforce Best Practices sessions for providers, professional development courses, and performance tracking for long-term sustainability.

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

Lori Shea, Board Vice-Chair/Interim Chair, Early Learning Coalition of Polk County

Dr. Marc Hutek, CEO, Early Learning Coalition 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.