

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

AGENCY: Early Learning Coalition of Osceola County

TITLE: Highlights Early Learning

Short description of the commodity or service desired: Family Engagement Kindness Kits and Evergreen Magazines.

CONTACT

Name: Laureen Reynolds

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Internal tracking number, if any: N/A

**Date posted: 4/17/26    Last day for receipt of information: 5/7/26**

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):  
Family Engagement Kindness kits, and Highlights evergreen magazines

The Kindness Connections Bundle features:

- a play-based enrichment kit that teaches social-emotional skills to children ages 3-5
  - family engagement resources
  - four (4) hardcover books intended to be used as read-alouds and exemplars of kindness
- The Kindness Connections Bundle family engagement components are designed to be distributed to parents and families and can be replenished for subsequent years with Kindness Connections Replenishment Packs.

Evergreen High Five magazine with custom cover wrap supplies:

- content created exclusively by Highlights for Children for 2–6-year-olds
- craft and healthy snack recipes, games, and puzzles
- family and community engagement features
- early literacy features supporting the kindness ideals outlined in related resources

Quantity or Term (as appropriate):

2000 evergreen magazines and 50 family engagement kindness kits. Contract term until June 30, 2026.

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

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 intended use of the Highlights Evergreen magazines and family engagement kits are to work with both the community and families to provide social emotional learning support through intentional materials. The function of the evergreen materials is to provide early learning educational materials to LearnHubs, non-conventional family spaces like doctors offices, the Osceola Chamber and community partners. The parent engagement kits will be used for projects with the City of Kissimmee (The Haven on the Vine project specifically) and for specialized training for families.

Intended Single Source:  
Highlights Early Learning

Estimated Dollar Amount:  
26,459.00

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):

Highlights magazines are unique and solely created through Highlights Early Learning Company. These magazines are not available through any other distributor. The product is unique as it has ELC customized designs and are tailored to fit the needs of Osceola families. In addition, the family engagement kits are a customized kit that includes materials that only Highlights Early Learning creates. It cannot be replicated as they own the copyright to the materials in question. While searching for similar products, we were not able to come up with any other combination as unique and customized as these.

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