

**NOTICE OF INTENDED DECISION  
TO ENTER INTO A SINGLE SOURCE CONTRACT  
(PUR 7778)**

**AGENCY:** Florida Department of Health (Department)

**TITLE:** TRAIN Learning Management System Subscription Annual Renewal

Short description of the commodity or services desired: Training Finder Real-time Affiliate Integrated Network (TRAIN) annual subscription renewal

**CONTACT**

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Internal tracking number, if any: EXP2638

DMS Single Source number, if applicable:

**Date posted:** June 2, 2025      **Time posted:** 4:00 PM EST

**Commodity or Contractual Service Required** (commodity or United National Standard Products and Services Code (NSPSC), manufacturer, model, and description, as appropriate):  
43232502- Computer Based Software Training

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

DOH, Division of Administration, Bureau of Personnel and Human Resource Management

**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 DOH, Bureau of Personnel and Human Resource Management has a need to provide a learning management system that increases the ability to meet the requirement outlined in departmental policy, which establishes uniform, non-programmatic, training requirements that apply to all DOH employees. The Department currently utilizes the integrated Training-Finder Real-time Affiliate Integrated Network (TRAIN) Learning Network.

In accordance with Chapter 60A-1.045, Florida Administrative Code, the DOH, Bureau of Personnel and Human Resources requests authorization to purchase, as a single source, TRAIN annual subscription from Public Health Foundation.

**Intended Single Source:**

Public Health Foundation

Price:  
\$146,000

Justification for Single Source Purchase (what is necessary and unique about the product, services or source; steps taken to confirm unavailability of competition, as appropriate):

- Public Health Foundation is the sole owner and provider of the TRAIN Learning Network, database, and web architecture.
- It is in the best interest of the Department to purchase the upgrades, modifications, enhancements and maintenance for the TRAIN Learning Network from Public Health Foundation, to maintain the continuity of operations and mandatory employee trainings.

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

Allegra Small, Purchasing Director

**Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to file a bond or other security within the time allowed for filing a bond, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Protests may be filed with the agency by:**

**Mail:**  
Agency Clerk  
Florida Department of Health  
4052 Bald Cypress Way, Bin A-02  
Tallahassee, FL 32399-1703  
Telephone No. (850) 245-4005

**Physical Address for hand deliveries:**  
Agency Clerk  
Florida Department of Health  
2585 Merchants Row Blvd.  
Tallahassee, FL 32399

**Email: This office DOES NOT accept electronically filed documents.**

**Fax: 850-413-8743**