



Start Date: 07/17/2020  
 Contract End Date: 07-17-2021  
 Purchase Order #: PO0777

## PURCHASE ORDER CONTRACT

SUNTRUST BANK  
 PO BOX 791250  
 BALTIMORE, MD21279-1250

Bill To CareerSource Florida, Inc.  
 PO Box 13179  
 Tallahassee, FL 32317  
 Send invoice to Violet Sharpe,  
 Manager  
[accountspayable@careersourceflorida.com](mailto:accountspayable@careersourceflorida.com)  
[ida.com](http://ida.com)  
 Phone 850-846-6375

Ship To CareerSource Florida, Inc.  
 2308 Killearn Center Blvd  
 Suite 101  
 Tallahassee, FL 32309

**Compliance with federal regulations:** All contracts involving federal funds will contain certain contractual provisions required by applicable sections 2 CFR Part 200 Appendix II to Part 200, OMB Uniform Guidance for Federal Financial Assistance and are included in this contract by reference herein. For purchases \$10,000 or more, this full purchase order contract is inclusive of an addendum of notices, certifications, and assurances - Attachment to Purchase Order Contract. Funding for this Purchase Order Contract is fully supported by the U.S. Departments of Labor, Health and Human Services, and Agriculture as part of awards to this contractor totaling the amount indicated above.

**Performance Standards and Responsibilities**

CSF performance standards and responsibilities: ensure deliverables and contract terms/conditions met and issue payment.  
 Contractor performance/responsibility: deliver goods/services as outlined.

<i>Shipping Method</i>	<i>Payment Terms</i>	<i>Reference</i>
	CORP CARD-emergency	Constant Contact, 7/17/2020-7/17/2021, Requested by: Nathan Roberts

<i>Memo</i>	<i>Qty</i>	<i>UOM</i>	<i>Unit Price</i>	<i>Line Total</i>
Email Plus - 30K-35K Contacts for 7/17/2020-7/17/2021. Contract manager for CareerSource Florida: Nathan Roberts, PO 13179, Tallahassee, Florida 32317, nroberts@careersourceflorida.com. Contract manager for Constant Contact is: N/A, 1601 Trapelo Road, Ste. 329, Waltham, MA 02451, 866 289 2101	12	Each	299.25	\$3,591.00
			<b>SUBTOTAL</b>	<b>\$3,591.00</b>
			<b>TOTAL</b>	<b>\$3,591.00</b>