



Start Date: 07/20/2024  
 Contract End Date: 07-19-2025  
 Purchase Order #: PO1383

## PURCHASE ORDER CONTRACT

Pitney Bowes Global Financial  
 Services  
 PO Box 981022  
 Boston, MA02298-1022

866-581-1234 x5654  
 alisha.macarthur@pb.com

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

**Ship To** CareerSource Florida, Inc.  
 2308 Killlearn 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>
	REGULAR PAYMENT—check or direct deposit	Month-to-month lease, Postage Machine & Maintenance 7/20/24 - 7/19/25, 4 Quarters. Requested by: Josh Boot

<i>Memo</i>	<i>Qty</i>	<i>UOM</i>	<i>Unit Price</i>	<i>Line Total</i>
Leased postage machine, \$158.40 each quarter for a total of four quarters. 7/20/24 - 10/19/24, 10/20/24 - 1/19/25, 1/20/25 - 4/19/25, 4/20/25 - 7/19/25. Contract Mgr. for CareerSource Florida is: Josh Booth, PO Box 13179, Tallahassee, Florida 32317, <a href="mailto:jbooth@careersourceflorida.com">jbooth@careersourceflorida.com</a> ; Contract Mgr. for Pitney Bowes is: Alisha MacArthur, PO Box 371887, Pittsburg, PA 15250-7887, <a href="mailto:alisha.macarthur@pb.com">alisha.macarthur@pb.com</a>	4	Each	158.40	\$633.60
			<b>Subtotal</b>	<b>\$633.60</b>
			<b>Total</b>	<b>\$633.60</b>