



Start Date: 06/17/2025
Contract End Date: 06-17-2025
Purchase Order #: PO1522

PURCHASE ORDER CONTRACT

Canopy Management Consulting
Group LLC
3512 Maclay Blvd. South
Tallahassee, FL 32312
Damon Steffens
850-391-0596
damon.steffens@cmcgfla.com

Bill To CareerSource Florida, Inc.
PO Box 13179
Tallahassee, FL 32317
Send invoice to Violet Sharpe,
Manager
accounts payable@careersourceflorida.com
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.

Shipping Method	Payment Terms	Reference
	ACH-Bank draft	Master Credential List, 5/6/2025-6/30/2026, Requested by: Jason McCandless

Memo	Qty	UOM	Unit Price	Line Total
5/6/2025 - 6/30/2026 Director, Program Manager Contract manager for CareerSource Florida, Inc.: Quartil Robinson, 2308 Killearn Center Blvd. Suite 101, Tallahassee, Florida 32309, qrobinson@careersourceflorida.com . Contract manager for Canopy Management Consulting Group, Inc.: Brian Swords, 3512 Maclay Blvd. S. Tallahassee, Florida 32309, brian.swords@cmcgfla.com	1	Each	37,279.21	\$37,279.21
Subtotal				\$37,279.21
Total				\$37,279.21