



Start Date: 09/18/2025
Contract End Date: 06-30-2026
Purchase Order #: PO1566

PURCHASE ORDER CONTRACT

HR Expertise, Inc.
10151 University Blvd, #135
Orlando, FL32817

hrexpertise.inc@gmail.com

Bill To CareerSource Florida, Inc.
PO Box 13179
Tallahassee, FL 32317
Send invoice to Violet Sharpe,
Manager
accountspayable@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
	REGULAR PAYMENT-check or direct deposit	Human Resources, FY 25-26, Requested by: Dana Davis

Memo	Qty	UOM	Unit Price	Line Total
9/1/2025 - 6/30/2026 Human Resource: Main Services Contract manager for CareerSource Florida: Dana Davis, 2308 Killearn Center Blvd. Suite 101 Tallahassee, Florida 32309, ddavis@careersourceflorida.com . Contract Manager for HR Expertise Inc.: Christine Daye, 10151 University Blvd., Orlando, FL 32817, hrexpertise.inc@gmail.com	10	Each	11,560.00	\$115,600.00
9/1/2025 - 6/30/2026 Human Resource: Special Services Contract manager for CareerSource Florida: Dana Davis, 2308 Killearn Center Blvd. Suite 101, Tallahassee, Florida 32309, ddavis@careersourceflorida.com . Contract Manager for HR Expertise Inc.: Christine Daye, 10151 University Blvd., Orlando, FL 32817, hrexpertise.inc@gmail.com	11	Each	5,120.00	\$56,320.00
9/1/2025 - 6/30/2026 Human Resource: Travel Cost Contract manager for CareerSource Florida: Dana Davis, 2308 Killearn Center Blvd. Suite 101, Tallahassee, Florida 32309, ddavis@careersourceflorida.com . Contract Manager for HR Expertise Inc.: Christine Daye, 10151 University Blvd., Orlando, FL 32817, hrexpertise.inc@gmail.com	1	Each	9,500.00	\$9,500.00
9/1/2025 - 6/30/2026 Human Resource: Administrative Cost Contract manager for CareerSource Florida: Dana Davis, 2308 Killearn Center Blvd. Suite 101, Tallahassee, Florida 32309, ddavis@careersourceflorida.com . Contract Manager for HR Expertise Inc.: Christine Daye, 10151 University Blvd., Orlando, FL 32817, hrexpertise.inc@gmail.com	1	Each	1,000.00	\$1,000.00
Subtotal				\$182,420.00
Total				\$182,420.00

