



Start Date: 08/05/2025
Contract End Date: 07-31-2026
Purchase Order #: PO1552

PURCHASE ORDER CONTRACT

The Guardian Life Insurance
Company
ATTN: Guardian
Dallas, TX75267
Eric Stevens
386-333-6046
eric.stevens@bbrown.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	JUSTIFICATION/PURPOSE OF PURCHASE: Dental, Long & Short-Term Disability, Vision, and Insurance for Staff.

Memo	Qty	UOM	Unit Price	Line Total
8/1/25 to 7/31/2026 Basic Term Life, Contract manager for CareerSource Florida: Christine Daye, 2308 Killearn Center Blvd. Suite 101, Tallahassee, FL 32309, cdaye@careersourceflorida.com . Contract manager for Guardian, Eric Stevens, PO Box 677458, Dallas, TX 75267, (386) 333-6046, eric.stevens@bbrown.com	12	Each	800.00	\$9,600.00
8/1/25 to 7/31/2026 Dental, Contract manager for CareerSource Florida: Christine Daye, 2308 Killearn Center Blvd. Suite 101, Tallahassee, FL 32309, cdaye@careersourceflorida.com . Contract manager for Guardian, Eric Stevens, PO Box 677458, Dallas, TX 75267, (386) 333-6046, eric.stevens@bbrown.com	12	Each	1,500.00	\$18,000.00
8/1/25 to 7/31/2026 Long Term Disability, Contract manager for CareerSource Florida: Christine Daye, 2308 Killearn Center Blvd. Suite 101, Tallahassee, FL 32309, cdaye@careersourceflorida.com . Contract manager for Guardian, Eric Stevens, PO Box 677458, Dallas, TX 75267, (386) 333-6046, eric.stevens@bbrown.com	12	Each	700.00	\$8,400.00
8/1/25 to 7/31/2026 Short Term Disability, Contract manager for CareerSource Florida: Christine Daye, 2308 Killearn Center Blvd. Suite 101, Tallahassee, FL 32309, cdaye@careersourceflorida.com . Contract manager for Guardian, Eric Stevens, PO Box 677458, Dallas, TX 75267, (386) 333-6046, eric.stevens@bbrown.com	12	Each	500.00	\$6,000.00
8/1/25 to 7/31/2026 Vision, Contract manager for CareerSource Florida: Christine Daye, 2308 Killearn Center Blvd. Suite 101, Tallahassee, FL 32309, cdaye@careersourceflorida.com . Contract manager for Guardian, Eric Stevens, PO Box 677458, Dallas, TX 75267, (386) 333-6046, eric.stevens@bbrown.com	12	Each	150.00	\$1,800.00
8/1/25 to 7/31/2026 Voluntary AD&D, Contract manager for CareerSource Florida: Christine Daye, 2308 Killearn Center Blvd. Suite 101, Tallahassee, FL 32309, cdaye@careersourceflorida.com . Contract manager for Guardian, Eric Stevens, PO Box 677458, Dallas, TX 75267, (386) 333-6046, eric.stevens@bbrown.com	12	Each	50.00	\$600.00

(386) 333-6046, eric.stevens@bbrown.com				
8/1/25 to 7/31/2026 Voluntary Term Life, Contract manager for CareerSource Florida: Christine Daye, 2308 Killearn Center Blvd. Suite 101, Tallahassee, FL 32309, cdaye@careersourceflorida.com. Contract manager for Guardian, Eric Stevens, PO Box 677458, Dallas, TX 75267, (386) 333-6046, eric.stevens@bbrown.com	12	Each	400.00	\$4,800.00
			Subtotal	\$49,200.00
			Total	\$49,200.00