

Jun 26, 2026

SOW/Quotation CSNCFL06262026
Mrs. Phyllis Marty
Chief Executive Officer
CareerSource North Central Florida

Dear Phyllis,

Thank you for this opportunity to continue our programming to support your clients at CareerSource North Central Florida. As we discussed, here is the statement of work along with pricing for this program:

Program Details:

- Workshops, Dates TBD (3 hours)
 - Introduction to Modern Career Planning
 - CareerSource and My Career Assist's roles in Career Development
 - Building career strategies (ICPs)
 - Define Your **Professional Identity**
 - Careers Research and **Goal** Setting
 - Establish your **Advisory Board**
 - Generate your **Learning and Development plan**
 - **Career Navigation** and Continuous Improvement
 - Integration into CareerSource's career navigation process
- Outcomes:
 - Individual career development strategies
 - Informational interviewing guidelines
 - Engagement strategies for your advisory boards
- Term of Engagement: for the **period of July 1, 2026 through June 30, 2027**

- Considerations
 - Fees for this program (**\$3,024/workshop**) covers the following services:
 - Training of CareerSource North Central Florida's employees
 - Training of any CareerSource program participants
 - Individual coaching sessions (2 virtual sessions/participant)
 - Administrative support and quality control
 - Ed Chiang will hold **12 Sessions** at the Gainesville location (1112 North Main Street, Gainesville, FL 32601)
 - CareerSource employee training would be separate and coordinated with CareerSource leadership
 - There are NO participant limits for each workshop
 - Payment schedule (Payment terms: net 10 days from invoice)
 - Invoiced issued after each workshop

Please email me your questions at echiang@mycareerassist.com. If you are satisfied with the details of this quote, please sign below (to serve as a letter of intent) until we receive your purchase order.

Respectfully,

Edward Chiang

Edward Chiang

<https://www.mycareerassist.com>

CareerSource North Central Florida Authorized Representative (please sign below)



Name (Print): Phyllis Marty

Title: Chief Executive Officer

Date: 7/1/26