

DFO HR CONSULTING

Dr. Frank Olmos, Ed.D.

4400 E 57th St, Maywood, CA 90270

frank@drfrankolmos.com · (323) 743-3435 · drfrankolmos.com

Quote and Purchase Order Request

Check the items, add your agency details, and email this page to frank@drfrankolmos.com. A signed quote, W-9, and any vendor forms you need come back within 2 business days.

Quote number	Date
Agency	Contact name
Email / phone	PO number

Item	Price
☐ Coaching, four sessions Four one-hour virtual one to one sessions on the participant's own screen and files.	\$900
☐ Coaching, single hour One virtual one to one working session.	\$250
☐ Workshop, half-day One 4-hour live session for one group. Any program in the 2026 catalog. Virtual or on site. Tailoring, a planning call and participant materials included.	\$1,800
☐ Workshop, full-day One 8-hour session, or two half-day programs combined. Tailoring included.	\$3,000
☐ AI Policy and Readiness One department, 4 to 6 weeks: AI use policy, workflow review, staff session on your approved tool.	\$7,500
☐ 30-Day Pilot One workflow measured before and after, staff trained, written results report. Fee credited toward Monthly Support.	\$3,500
☐ Monthly Support Monthly review, updates, value report, set number of workflow changes. Months: ____	\$1,500 / month
Discount Book 3 or more sessions, save 15%.	- \$_____
Total	\$_____

One published price for every client. Location: Zoom, Teams, or on site anywhere in the U.S.; travel quoted outside the Los Angeles area. Every item can also be paid online by card or U.S. bank account at drfrankolmos.com.

Vendor information

Payee	Frank Olmos, DBA DFO HR Consulting
Business type	Sole proprietorship
Remit to	4400 E 57th St, Maywood, CA 90270
Tax form	IRS Form W-9, sent on request
Suggested NAICS	611430, Professional and Management Development Training
Payment	Purchase order, check, ACH, or card

Terms

Quote valid	60 days from the date above
Invoice	Issued after delivery against your PO
Payment due	Net 30 from invoice
Scheduling	Date held once the PO or signed quote is received
Vendor forms	Supplier registration, insurance requests, and agency forms completed and returned promptly

For your purchasing team: DFO HR Consulting is an independent training provider. Training is delivered by Dr. Frank Olmos personally, with no subcontractors.

Authorized by: _____

Dr. Frank Olmos

Date: _____