



Leadership Development and Executive Coaching
Agreement and Scope of Work
Date: June 2, 2026

Whereas the City of North Port ("City") desires to retain the services of an Executive Coaching service provider to further develop leadership skill sets and;

Whereas Monica Wofford, CSP, CEO of Contagious Companies ("Service Provider") desires to provide this leadership skill set development service;

Now therefore Monica Wofford, CSP, CEO of Contagious Companies agrees and the city agrees to the following, scope of services, terms and conditions:

- 1. Service Provider will meet (telephonically, live, or virtual) with the determined leaders, to assess current skill sets and desired outcomes.
2. Service Provider will continue to meet with each leader individually and guide in the areas deemed priority, as well as other skills related to desired outcomes.
3. Service provider is able to provide updates, upon request, to the leader(s) to whom those receiving coaching report. Such updates will only include verbal skill-based progress reporting and/or meeting frequency details.
4. Service Provider will conduct and review a CORE MAP Assessment with each individual receiving coaching.
5. The City Attorney and Deputy City Attorney will determine final action or outcomes, from guidance, to be implemented.
6. Each leader receiving coaching will receive 12 individual one-hour sessions, and a CORE MAP Assessment Review. These sessions do not expire and are not required to adhere to a specified time frame. Should employment change, these sessions may also be transferred to other leaders within the City.
7. The cost for this service is \$ 9,000.00 payable Net 15 upon receiving invoice and the City agrees to pay this.
8. This Agreement commences on July 8, 2026.
9. This Agreement may be extended upon mutual agreement of the City and Service Provider.

Agreed:

Michael Fuino, City Attorney: \_\_\_\_\_ Date: \_\_\_\_\_

Monica Wofford, CEO of Contagious Companies: [Signature] Date: 6/2/2026

**ADDENDUM**  
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**Date: June 2, 2026**

CITY OF NORTH PORT, FLORIDA

\_\_\_\_\_  
A. JEROME FLETCHER II, ICMA-CM, MPA  
CITY MANAGER

ATTEST

\_\_\_\_\_  
HEATHER FAUST, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS

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MICHAEL FUINO, B.C.S.  
CITY ATTORNEY