



**Stephen F. Austin State University**

Member of The University of Texas System

**Procurement and Business Services**  
Nacogdoches, Texas 75962-3030

**Supplier:** Phone (936) 468-2206 \* Fax (936) 468-4282

WorkQuest  
1011 E 53rd 1/2 St  
Austin TX 78751-1703

**PO Number: B2500653**

**PO Date: 08/22/24**

**Delivery Date:**

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Procurement and Business Svcs  
Austin Bldg 131  
2102 Alumni Dr  
SFA Box 13030  
Nacogdoches TX 75962

**Terms: Net 30**

**FOB: Not Applicable**

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
1	Provide temporary staffing services, in accordance with WorkQuest State Contract #962-S3, for the period 09/01/2002 - 11/30/2026 ---- EMAIL PO TO: tempservicepo@workquesttx.com CC: tjordan@workquesttx.com ---- District 11 ---- Quantity and units shown are estimates for internal purposes only. Payment shall be made only for actual goods or services received. ---- RE: B2500653  000P96269A TEMPORARY PERSONNEL SERVICES	35,000.00 HRS	1.0000	35,000.00

**Purchaser:** Nicole Ivancic

(936) 4684472

**ADDITIONAL CHARGE:**

Vendor ID: **20357381**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL:**

**CONTINUED**

Blanket Order: **B2500653**

HUB Status:

Purchase Class: **Other State Agency Contracts**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services  
Nacogdoches, Texas 75962-3030

Supplier: Phone (936) 468-2206 \* Fax (936) 468-4282

WorkQuest  
1011 E 53rd 1/2 St  
Austin TX 78751-1703

PO Number: **B2500653**

PO Date: **08/22/24**

Delivery Date:

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Procurement and Business Svcs  
Austin Bldg 131  
2102 Alumni Dr  
SFA Box 13030  
Nacogdoches TX 75962

Terms: Net 30

FOB: Not Applicable

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
	<p>----- Provide temporary staffing services, in accordance with WorkQuest State Contract #962-S3, for the period 09/01/2002 - 11/30/2026 ----- EMAIL PO TO: tempservicepo@workquesttx.com -SFA Contact: Judy Duffin, 936.468.6601 or Judy.Duffin@sfasu.edu ----- -Accounts Payable Contact: (936) 468-2432 or accountspayable@sfasu.edu -NIGP 962-69 with Job Class #XXXXX -Job Class Title XXXXX -Confirmation Date XXXXX -Estimated # work hours XXXXX</p>			

Purchaser: Nicole Ivancic

(936) 4684472

**ADDITIONAL CHARGE:**

Vendor ID: **20357381**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL:**

**CONTINUED**

Blanket Order: **B2500653**

HUB Status:

Purchase Class: **Other State Agency Contracts**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services  
Nacogdoches, Texas 75962-3030

Supplier: Phone (936) 468-2206 \* Fax (936) 468-4282

WorkQuest  
1011 E 53rd 1/2 St  
Austin TX 78751-1703

PO Number: **B2500653**

PO Date: **08/22/24**

Delivery Date:

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Procurement and Business Svcs  
Austin Bldg 131  
2102 Alumni Dr  
SFA Box 13030  
Nacogdoches TX 75962

Terms: Net 30

FOB: Not Applicable

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
	-Rate, indicate level: base/mid/max XXXXX xx Hours x \$XX.XX/hour = \$xxxx ---- THERE ARE 2 VENDOR OPTIONS: 1) Goodwill Industries of Central East TX (Lufkin) CONTACT: Michelle Guzman, office 936-632-8838 michelle.guzman@lufkingoodwill.org ---- 2) Rising Star CONTACT: Heather Mills, office-(972) 905-1290, cell-(972) 679-2960 Heather.mills@risingstarcorp.org ---- WorkQuest CONTACT: Taylor Jordan, tjordan@workquest.com, 817-232-8836			

Purchaser: Nicole Ivancic

(936) 4684472

ADDITIONAL CHARGE:

Vendor ID: **20357381**

Collegiate Licensed:

DISCOUNT/TRADE-IN:

Req No:

Employee/Employee Relationship:

TOTAL:

**CONTINUED**

Blanket Order: **B2500653**

HUB Status:

Purchase Class: **Other State Agency Contracts**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services  
Nacogdoches, Texas 75962-3030

Supplier: Phone (936) 468-2206 \* Fax (936) 468-4282

WorkQuest  
1011 E 53rd 1/2 St  
Austin TX 78751-1703

PO Number: **B2500653**

PO Date: **08/22/24**

Delivery Date:

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Procurement and Business Svcs  
Austin Bldg 131  
2102 Alumni Dr  
SFA Box 13030  
Nacogdoches TX 75962

Terms: Net 30

FOB: Not Applicable

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
2	<p>-----</p> <p>000P96269A TEMPORARY PERSONNEL SERVICES Provide temporary staffing services, in accordance with WorkQuest State Contract #962-S3, for the period 09/01/2002 - 11/30/2026</p> <p>-----</p> <p>EMAIL PO TO: tempservicepo@workquesttx.com PO REQUIREMENTS: -SFA Contact: Kathryn Salas/Nick Stallworth, 936.468.5103 or nstallworth@sfasu.edu</p> <p>-----</p> <p>-Accounts Payable Contact: (936) 468-2432 or accountspayable@sfasu.edu</p>	5,000.00 HRS	1.0000	5,000.00

Purchaser: Nicole Ivancic

(936) 4684472

**ADDITIONAL CHARGE:**

Vendor ID: **20357381**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL:**

**CONTINUED**

Blanket Order: **B2500653**

HUB Status:

Purchase Class: **Other State Agency Contracts**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



**Stephen F. Austin State University**

Member of The University of Texas System

**Procurement and Business Services**  
Nacogdoches, Texas 75962-3030

**Supplier:** Phone (936) 468-2206 \* Fax (936) 468-4282

WorkQuest  
1011 E 53rd 1/2 St  
Austin TX 78751-1703

**PO Number: B2500653**

**PO Date: 08/22/24**

**Delivery Date:**

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Procurement and Business Svcs  
Austin Bldg 131  
2102 Alumni Dr  
SFA Box 13030  
Nacogdoches TX 75962

**Terms: Net 30**

**FOB: Not Applicable**

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
	-NIGP 962-69 with Job Class #XXXXX -Job Class Title -Confirmation Date -Estimated # work hours -Rate, indicate level: base/mid/max xx Hours x \$XX.XX/hour = \$xxxx ---- THERE ARE 2 VENDOR OPTIONS: 1) Goodwill Industries of Central East TX (Lufkin) CONTACT: Michelle Guzman, office 936-632-8838 michelle.guzman@lufkingoodwill.org ---- 2) Rising Star CONTACT: Heather Mills, office-(972) 905-1290, cell-(972) 679-2960			

**Purchaser:** Nicole Ivancic

(936) 4684472

**ADDITIONAL CHARGE:**

Vendor ID: **20357381**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL: CONTINUED**

Blanket Order: **B2500653**

HUB Status:

Purchase Class: **Other State Agency Contracts**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services  
Nacogdoches, Texas 75962-3030

Phone (936) 468-2206 \* Fax (936) 468-4282

**Supplier:**

WorkQuest  
1011 E 53rd 1/2 St  
Austin TX 78751-1703

**PO Number: B2500653**

**PO Date: 08/22/24**

**Delivery Date:**

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Procurement and Business Svcs  
Austin Bldg 131  
2102 Alumni Dr  
SFA Box 13030  
Nacogdoches TX 75962

**Terms: Net 30**

**FOB: Not Applicable**

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
3	heather.mills@risingstarcorp.org ---- WorkQuest CONTACT: Taylor Jordan, tjordan@workquest.com, 817-232-8836  000P96269A TEMPORARY PERSONNEL SERVICES Provide temporary staffing services, in accordance with WorkQuest State Contract #962-S3, for the period 09/01/2002 - 11/30/2026 ---- EMAIL PO TO: tempservicepo@workquesttx.com PO REQUIREMENTS: -SFA Contact: Stina Herrera, 936-468-5537, sherrera@sfasu.edu	22,000.00 HRS	1.0000	22,000.00

**Purchaser:** Nicole Ivancic

(936) 4684472

**ADDITIONAL CHARGE:**

Vendor ID: **20357381**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL:**

**CONTINUED**

Blanket Order: **B2500653**

HUB Status:

Purchase Class: **Other State Agency Contracts**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services  
Nacogdoches, Texas 75962-3030

Supplier: Phone (936) 468-2206 \* Fax (936) 468-4282

WorkQuest  
1011 E 53rd 1/2 St  
Austin TX 78751-1703

PO Number: **B2500653**

PO Date: **08/22/24**

Delivery Date:

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Procurement and Business Svcs  
Austin Bldg 131  
2102 Alumni Dr  
SFA Box 13030  
Nacogdoches TX 75962

Terms: Net 30

FOB: Not Applicable

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
	<p>-----</p> <p>-Accounts Payable Contact: (936) 468-2432 or accountspayable@sfasu.edu</p> <p>-NIGP 962-69 with Job Class #XXXXXX</p> <p>-Job Class Title XXXXX</p> <p>-Confirmation Date XXXXX</p> <p>-Estimated # work hours XXXXX</p> <p>-Rate, indicate level: base/mid/max XXXXX</p> <p>xx Hours x \$XX.XX/hour = \$xxxx</p> <p>-----</p> <p>THERE ARE 2 VENDOR OPTIONS:</p> <p>1) Goodwill Industries of Central East TX (Lufkin)</p> <p>CONTACT: Michelle Guzman, office 936-632-8838</p> <p>michelle.guzman@lufkingoodwill.org</p> <p>-----</p>			

<b>Purchaser:</b> Nicole Ivancic (936) 4684472	<b>ADDITIONAL CHARGE:</b> <b>DISCOUNT/TRADE-IN:</b> <b>TOTAL: CONTINUED</b>
Vendor ID: <b>20357381</b> Collegiate Licensed: Req No: Employee/Employee Relationship:	
Blanket Order: <b>B2500653</b>	
HUB Status: Purchase Class: <b>Other State Agency Contracts</b>	

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services  
Nacogdoches, Texas 75962-3030

Phone (936) 468-2206 \* Fax (936) 468-4282

**Supplier:**

WorkQuest  
1011 E 53rd 1/2 St  
Austin TX 78751-1703

**PO Number: B2500653**

**PO Date: 08/22/24**

**Delivery Date:**

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Procurement and Business Svcs  
Austin Bldg 131  
2102 Alumni Dr  
SFA Box 13030  
Nacogdoches TX 75962

**Terms: Net 30**

**FOB: Not Applicable**

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
4	2) Rising Star CONTACT: Heather Mills, office-(972) 905-1290, cell-(972) 679-2960 Heather.mills@risingstarcorp.org ---- WorkQuest CONTACT: Taylor Jordan, tjordan@workquest.com, 817-232-8836  000P96269A TEMPORARY PERSONNEL SERVICES Provide temporary staffing services, in accordance with WorkQuest State Contract #962-S3, for the period 09/01/2002 - 11/30/2026 ---- Authorized Overtime	2,000.00 HRS	1.0000	2,000.00

**Purchaser:** Nicole Ivancic

(936) 4684472

**ADDITIONAL CHARGE:**

Vendor ID: **20357381**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL:**

**CONTINUED**

Blanket Order: **B2500653**

HUB Status:

Purchase Class: **Other State Agency Contracts**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.





# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services  
Nacogdoches, Texas 75962-3030

Phone (936) 468-2206 \* Fax (936) 468-4282

**Supplier:**

WorkQuest  
1011 E 53rd 1/2 St  
Austin TX 78751-1703

**PO Number: B2500653**

**PO Date: 08/22/24**

**Delivery Date:**

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Procurement and Business Svcs  
Austin Bldg 131  
2102 Alumni Dr  
SFA Box 13030  
Nacogdoches TX 75962

**Terms: Net 30**

**FOB: Not Applicable**

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
	WorkQuest job class code: XXXX WorkQuest job descripton: XXXXX			

<b>Purchaser:</b> Nicole Ivancic	(936) 4684472	<b>ADDITIONAL CHARGE:</b>	<b>.00</b>
Vendor ID: <b>20357381</b>	Collegiate Licensed:	<b>DISCOUNT/TRADE-IN:</b>	<b>.00</b>
Req No:	Employee/Employee Relationship:	<b>TOTAL:</b>	<b>64,000.00</b>
Blanket Order: <b>B2500653</b>			
HUB Status:	Purchase Class: <b>Other State Agency Contracts</b>		

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.