



523 East Capitol, Pierre, South Dakota 57501

605.773.3405 / boa.sd.gov

MEMORANDUM

TO: All Agencies

FROM: Steven L. Berg

DATE: December 28, 2023

SUBJECT: SFY 2024-2025 BID LETTING SCHEDULE

Attached is the bid letting schedule for SFY 2024 and 2025. Please use the schedule as your planning guide for fiscal year 2024 and 2025 purchases. It is our intention to strictly adhere to the specification requirement due dates that appear on the schedule. **SPECIFICATION REQUIREMENTS SUBMITTED TO PROCUREMENT MANAGEMENT AFTER THE INDICATED DUE DATE WILL BE HELD UNTIL THE NEXT SCHEDULED LETTING, UNLESS THE AGENCY REQUESTS AN EMERGENCY BID LETTING AND THE REQUEST IS APPROVED BY OPM.**

The following SFY-2024 state funds cut off dates will apply to all requisitions:

- A. CONTRACT, PIGGYBACK & THREE QUOTE PURCHASES: 6/21/2024
- B. EMERGENCY/SOLE SOURCE: 6/21/2024
- C. NON-CONTRACT ITEMS: will be bid when they are scheduled

Please be advised that these dates are "HARD" cutoffs, with exceptions ONLY when prior approval has been arranged with the Bureau of Finance & Management (BFM).

In most cases, in order to conduct an invitation for sealed bids, receive delivery of the merchandise, and process payment in the current fiscal year requires that specification requirements be in the Office of Procurement Management by March or April. This requires sound **planning** by the end-user. Failing to have specification requirements to OPM in time to conduct an advertised sealed bid as required by law will not create an emergency purchase situation, unless the agency can identify an adverse impact on the health, welfare and safety of the public.

Items on solicitations opening after June 1, 2024 will be applied toward fiscal year 2025 funds. Requisitions received after 5:00 PM on the dates listed above should be coded using FY2025 funds.

All emergency and sole source requisitions must be accompanied by the justification form detailing the nature of the emergency or sole source.

It is the responsibility of the requesting agency to ensure that vendors for Emergency and Sole Source purchases are entered on the State Accounting System vendor file before the cut off dates listed so a purchase order can be issued.

Should you need assistance with any procurement situation, please call 773-3405 and ask for the appropriate buyer. We appreciate your cooperation in helping us to obtain the best value possible for you.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven L. Berg". The signature is fluid and cursive, with a prominent initial "S" and a long, sweeping underline.

Steven L. Berg, Director
Office of Procurement Management

OPM PURCHASING SPECIALIST COMMODITY LISTING

Buyer ID	Buyer Name	Position	Phone	Commodity
010	Steve Berg	Director	773-5270	1122 Program Single Point of Contact Procurement Card Administrator Protests
014	Lisa Hubbard	Assistant Director	773-4580	Cooperative Purchasing Coordinator Procurement Card Parks and Playground Equipment

OPM PURCHASING SPECIALIST COMMODITY LISTING

Buyer ID	Buyer Name	Position	Phone	Commodity
006	Scott Nelson	Purchasing Specialist	773-4276	Air Conditioners, Dehumidifiers AC/Furnace Filters Aircraft Ammunition Antennas Athletic Equipment and Supplies Automotive Filters Bituminous Materials for DOT Car Batteries Cars Trucks Pickups Charter Bus Coal Cutting Edges DOT Light Strobes Farm Equipment Glass Beads Global Positioning/Satellite Glycol Highway Industrial Highway Traffic Paint LP Gas Material Handling Equipment Motor Oil & Grease Oil Analysis Sample Kit Pavement Marking Tape Radar Radios, Mobile and Digital Radios, Portable Recycled Waste Tire Disposal Road Chemicals Road Sweeper Broom Refills Snowplows/Sanders Tires & Tubes Tire Retreading Traffic Counters Transport/Tankwagon Fuels Trucks (Class 35) UHF Extenders Vehicle Lifts Vending Machines/Services Weapons and Tasers Weather Station Equipment Wood Chip Fuel

OPM PURCHASING SPECIALIST COMMODITY LISTING

Buyer ID	Buyer Name	Position	Phone	Commodity
007	Missy Schuetzle	Purchasing Specialist	773-4277	Request for Proposals (RFP) Advertising Specialties Boxes (Shipping Storage) Business Cards Carbonless Forms Clothing & Textiles Continuous Forms & Labels (not printed) Continuous Forms & Labels (printed) Copiers Custom Printed Labels Educational/Resource Materials Envelopes (printed & not printed) Facsimiles Fine Paper (cut sizes) Fire Fighter Clothing Footwear GFP Clothing Highway Patrol Uniforms Microfilm Supplies Incentives-Non-Clothing Legislative Printing Library & Art Supplies Misc. Newsletters Pesticide Applicator Newsletter Plastic Bindings Pressure Sensitive & Graphic Aids Printing Equipment Printing Misc. Reproduction Paper Rubber Stamps & Plastic Signs Snap Apart Forms (printed) South Dakota Hwy. Patrol Vehicle Decals Uniforms

OPM PURCHASING SPECIALIST COMMODITY LISTING

Buyer ID	Buyer Name	Position	Phone	Commodity
009	David Guild	Purchasing Specialist	773-4592	

OPM PURCHASING SPECIALIST COMMODITY LISTING

Buyer ID	Buyer Name	Position	Phone	Commodity
012	Andy Mobley	Purchasing Specialist	773-4278	Batteries, Portable/Flashlights Bedding Plants Brooms, Brushes & Mops Buffalo Feed and Salt Blocks Building Materials Cleaning Chemicals & Soap Cleaning Equipment (Floors & Carpet) Electrical Lamps Electrical Supplies Fire Extinguishers GFP Signing Hand & Power Tools Hardware Misc. Herbicides Lawn Care Equipment Paint & Supplies Paper & Plastic Supplies Pest Control Plumbing Supplies Protective/Safety Vests Reflectorized Sign Material Rental Rugs Secure Document Shredding Seed and Feed Sign Stands Smoke Alarms Square Tube Steel Sign & Posts Survey Equipment, Boundary Posts & Caps Stand-by Generators and Transfer Switches Steel Bars-Sheets & Structural Steel Steel Sign & Posts Trout and Salmon Food Water Softener Salt West Nile Preventative Chemicals and Equip. Wood Lathes & Stakes Wood Posts

OPM PURCHASING SPECIALIST COMMODITY LISTING

Buyer ID	Buyer Name	Position	Phone	Commodity
013	Andrew Van Kuren	Purchasing Specialist	605-848-4959	Office Supplies Office Machines
017	Heather King	Purchasing Specialist	773-2162	Appliances (Household) 017 Audio/Visual Equipment Audio Visual & Studio Lamps Blinds and Shades Broadcast & Radio Tubes Digital Cameras, LCD Projectors & Lamps Drug Testing Kits Evidential Breath Alcohol Testing Inst Flooring (Including Carpet) Foods Food Service Equipment Furniture, Household/Dorm/Office Hospital, Safety & First Aid Equipment Incontinence Products Laboratory Equipment & Supplies Laundry Equipment Mattresses – Dorms Medical Music Equipment & Instruments Pharmaceuticals Security & Surveillance Equipment Sewing Equipment Studio Broadcast Equipment Telephone Equipment and Supplies Video Teleconferencing Equipment

WARNING !!! WARNING !!! WARNING !!!

ITEMS ON BID PROPOSALS OPENING AFTER

JUNE 1, 2024

WILL BE APPLIED TOWARD FISCAL YEAR 2025 FUNDS

AGENCIES PLEASE NOTE: IT IS YOUR RESPONSIBILITY TO DETERMINE WHEN A REQUISITION AND OR SPECIFICATION MUST REACH THE PROCUREMENT OFFICE IN ORDER TO COMPLY WITH THE SHOWN DATES

REQUISITIONS AND OR SPECIFICATIONS RECEIVED IN THE OFFICE OF PROCUREMENT MANAGEMENT AFTER 5:00 PM

FRIDAY JUNE 21, 2024

WILL BE APPLIED TOWARD FISCAL YEAR 2025 FUNDS

WARNING !!! WARNING !!! WARNING !!!

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
12/13/2023	01/17/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
12/13/2023	01/10/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
12/13/2023	01/10/2024	Telephone Equip & Systems	Monthly/Quarterly	King
12/13/2023	01/10/2024	Drug Testing Kits	Monthly/Quarterly	King
12/16/2023	01/19/2024	Ammunition	Monthly/Quarterly	Nelson
12/21/2023	01/10/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
12/21/2023	01/18/2024	Furniture & Related Products	Monthly/Quarterly	King
01/02/2024	02/01/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
01/02/2024	02/06/2024	Hospital, Safety & First Aid	Monthly/Quarterly	King
01/02/2024	02/06/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
01/08/2024	02/08/2024	Highway Industrial	Monthly/Quarterly	Nelson
01/11/2024	02/12/2024	Highway Traffic Paint	Semi-Annual/Annual	Nelson
01/11/2024	01/27/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
01/14/2024	02/03/2024	Seed & Feed (Spring)	Semi-Annual/Annual	Mobley
01/15/2024	02/09/2024	Hardware Miscellaneous	Monthly/Quarterly	Mobley
01/16/2024	02/08/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
01/16/2024	02/08/2024	Musical Instruments & Equipment	Monthly/Quarterly	King
01/16/2024	02/08/2024	Furniture & Related Products	Monthly/Quarterly	King
01/16/2024	02/08/2024	Mattresses (Dorm)	Monthly/Quarterly	King
01/16/2024	02/08/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
01/17/2024	02/15/2024	Library/Art Supplies	Monthly/Quarterly	Schuetzle
01/18/2024	02/03/2024	Printing	Monthly/Quarterly	Schuetzle
01/22/2024	02/22/2024	Tires & Tubes	Semi-Annual/Annual	Nelson
01/23/2024	02/22/2024	Telephone Equip & Systems	Monthly/Quarterly	King
01/23/2024	02/22/2024	Blinds & Upholstery	Monthly/Quarterly	King
01/23/2024	02/22/2024	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
01/25/2024	02/10/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
01/26/2024	02/22/2024	Park and Playground Equipment	Monthly/Quarterly	Hubbard
02/01/2024	02/26/2024	Bituminous Materials for DOT	Semi-Annual/Annual	Nelson
02/01/2024	02/17/2024	Printing	Monthly/Quarterly	Schuetzle
02/02/2024	02/28/2024	Building Materials	Monthly/Quarterly	Mobley
02/03/2024	03/02/2024	Ammunition	Monthly/Quarterly	Nelson
02/06/2024	03/14/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
02/06/2024	03/07/2024	Furniture & Related Products	Monthly/Quarterly	King
02/06/2024	03/07/2024	Laundry/Sewing Equipment	Monthly/Quarterly	King
02/06/2024	03/07/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
02/06/2024	03/07/2024	Miscellaneous Furniture	Monthly/Quarterly	King
02/06/2024	03/07/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
02/06/2024	03/02/2024	Hardware Miscellaneous	Monthly/Quarterly	Mobley
02/08/2024	02/24/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
02/10/2024	03/15/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
02/12/2024	03/12/2024	Glass Beads	Semi-Annual/Annual	Nelson
02/13/2024	03/14/2024	Hospital, Safety & First Aid Equip	Monthly/Quarterly	King
02/13/2024	03/14/2024	Furniture & Related Products	Monthly/Quarterly	King
02/13/2024	03/14/2024	Telephone Equip & Systems	Monthly/Quarterly	King
02/15/2024		Transport/Tankwagon Estimates	Semi-Annual/Annual	Nelson
02/15/2024	03/03/2024	Printing	Monthly/Quarterly	Schuetzle
02/16/2024	03/15/2024	Pavement Marking Tape	Semi-Annual/Annual	Nelson
02/17/2024	03/23/2024	Vending Machines/Services	Monthly/Quarterly	Mobley
02/20/2024	03/21/2024	(Household) Appliances	Monthly/Quarterly	King
02/20/2024	03/21/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
02/21/2024	03/14/2024	Reflectorized Materials	Semi-Annual/Annual	Mobley
02/22/2024	03/10/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
02/25/2024	03/27/2024	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
03/01/2024	03/17/2024	Printing	Monthly/Quarterly	Schuetzle
03/03/2024	04/05/2024	Ammunition	Monthly/Quarterly	Nelson
03/05/2024	04/02/2024	Hardware Miscellaneous	Monthly/Quarterly	Mobley
03/07/2024	04/02/2024	Paint Supplies	Semi-Annual/Annual	Mobley
03/08/2024	04/13/2024	Microfilm Supplies	Semi-Annual/Annual	Schuetzle
03/10/2024	04/19/2024	Portable Radios	Semi-Annual/Annual	Nelson
03/12/2024	04/02/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
03/12/2024	04/18/2024	Furniture & Related Products	Semi-Annual/Annual	King
03/12/2024	04/18/2024	Evidential Breath Alcohol Test Instruments	Semi-Annual/Annual	King
03/12/2024	04/18/2024	Hospital, Safety & First Aid Equip	Monthly/Quarterly	King
03/12/2024	04/18/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
03/12/2024	04/18/2024	Furniture & Related Products	Monthly/Quarterly	King
03/15/2024	04/18/2024	Farm Equipment	Monthly/Quarterly	Nelson
03/15/2024	03/24/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
03/15/2024	03/31/2024	Printing	Monthly/Quarterly	Schuetzle
03/17/2024	04/20/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
03/22/2024	04/07/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
03/24/2024	04/20/2024	Smoke Alarms	Annual	Mobley
03/25/2024	05/01/2024	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
03/26/2024	04/25/2024	Security & Surveillance Equipment	Monthly/Quarterly	King

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
03/26/2024	04/25/2024	Telephone Equip & Systems	Monthly/Quarterly	King
03/28/2024	04/27/2024	Ammunition	Monthly/Quarterly	Nelson
03/29/2024	04/14/2022	Printing	Monthly/Quarterly	Schuetzle
04/02/2024	05/09/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
04/05/2024	04/30/2024	Building Materials	Monthly/Quarterly	Mobley
04/05/2024	04/21/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
04/06/2024	05/17/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
04/08/2024	05/16/2024	Park and Playground Equipment	Monthly/Quarterly	Hubbard
04/09/2024	05/19/2024	Musical Instruments & Equipment	Monthly/Quarterly	King
04/09/2024	05/19/2024	Blinds & Upholstery	Monthly/Quarterly	King
04/09/2024	05/19/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
04/09/2024	05/19/2024	Telephone Equip & Supplies	Semi-Annual/Annual	King
04/09/2024	05/19/2024	Hospital, Safety & First Aid Equip	Monthly/Quarterly	King
04/09/2024	05/19/2024	Mattresses (Dorm)	Monthly/Quarterly	King
04/12/2024	05/12/2024	Transport-Tankwagon Fuels	Semi-Annual/Annual	Nelson
04/12/2024	04/28/2024	Library/Art Supplies	Monthly/Quarterly	Schuetzle
04/12/2024	04/28/2024	Printing	Monthly/Quarterly	Schuetzle
04/14/2024	05/07/2024	GFP Signs	Semi-Annual/Annual	Mobley
04/14/2024	05/20/2024	GFP Outdoor Clothing	Semi-Annual/Annual	Schuetzle
04/16/2024	05/16/2024	Furniture & Related Products	Monthly/Quarterly	King
04/16/2024	05/16/2024	Telephone Equip & Systems	Monthly/Quarterly	King
04/16/2024		LP Gas Estimates	Semi-Annual/Annual	Nelson
04/16/2024	05/16/2024	Farm Equipment	Monthly/Quarterly	Nelson
04/19/2024	05/05/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
04/19/2024	05/12/2024	Printing	Monthly/Quarterly	Schuetzle
04/21/2024	05/25/2024	Rental Contract Shop Towels, Carpets, and Mops	Annual	Mobley
04/23/2024	05/23/2024	Household Appliances	Semi-Annual/Annual	King
04/23/2024	05/23/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
04/25/2024	05/27/2024	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
04/28/2024	06/01/2024	Ammunition	Monthly/Quarterly	Nelson
04/30/2024	06/04/2024	Building Materials	Monthly/Quarterly	Mobley
05/03/2024	05/19/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
05/07/2024	06/06/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
05/07/2024	06/06/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
05/07/2024	06/06/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
05/07/2024	06/06/2024	Laundry/Sewing Equipment	Monthly/Quarterly	King
05/07/2024	06/06/2024	Miscellaneous Furniture	Monthly/Quarterly	King

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
05/07/2024	06/11/2024	Hardware Miscellaneous	Monthly/Quarterly	Mobley
05/07/2024	06/06/2024	LP Gas	Semi-Annual/Annual	Nelson
05/10/2024	06/14/2024	Radar	Annual	Nelson
05/11/2024	06/15/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
05/17/2024	05/26/2024	Printing	Monthly/Quarterly	Schuetzle
05/19/2024	06/29/2024	Vending Machines/Services	Monthly/Quarterly	Mobley
05/21/2024	06/13/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
05/21/2024	06/13/2024	(Household) Appliances	Monthly/Quarterly	King
05/21/2024	06/13/2024	Furniture & Related Products	Monthly/Quarterly	King
05/21/2024	06/13/2024	Hospital, Safety & First Aid Equipment	Monthly/Quarterly	King
05/21/2024	06/20/2024	Farm Equipment	Monthly/Quarterly	Nelson
05/21/2024	06/21/2024	Highway Industrial	Monthly/Quarterly	Nelson
05/24/2024	06/02/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
05/24/2024	06/09/2024	Printing	Monthly/Quarterly	Schuetzle
05/28/2024	06/20/2024	Telephone Equip & Systems	Monthly/Quarterly	King
05/31/2024	06/16/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
06/02/2024	07/06/2024	Ammunition	Monthly/Quarterly	Nelson
06/04/2024	07/03/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
06/04/2024	07/03/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
06/04/2024	07/03/2024	Hospital, Safety & First Aid Equipment	Monthly/Quarterly	King
06/04/2024	07/03/2024	Hardware Miscellaneous	Monthly/Quarterly	Mobley
06/04/2024	07/05/2024	Road Chemicals	Semi-Annual/Annual	Nelson
06/07/2024	06/23/2024	Printing	Monthly/Quarterly	Schuetzle
06/11/2024	07/11/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
06/11/2024	07/11/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
06/11/2024	07/11/2024	Furniture & Related Products	Monthly/Quarterly	King
06/11/2024	07/11/2024	Mattresses (Dorm)	Monthly/Quarterly	King
06/11/2024	07/11/2024	Telephone Equip & Systems	Monthly/Quarterly	King
06/11/2024	07/22/2024	Global Positioning Systems	Semi-Annual/Annual	Nelson
06/13/2024	07/12/2024	Farm Equipment	Monthly/Quarterly	Nelson
06/14/2024	06/30/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
06/14/2024	06/30/2024	Copiers	Semi-Annual/Annual	Schuetzle
06/16/2024	07/20/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
06/21/2024	07/07/2024	Printing	Monthly/Quarterly	Schuetzle
06/28/2024	07/14/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
07/03/2024	07/27/2024	Ammunition	Monthly/Quarterly	Nelson
07/05/2024	07/21/2024	Printing	Monthly/Quarterly	Schuetzle

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
07/09/2024	08/08/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
07/09/2024	08/08/2024	Musical Instruments & Equipment	Monthly/Quarterly	King
07/09/2024	08/08/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
07/09/2024	08/06/2024	Building Materials	Monthly/Quarterly	Mobley
07/11/2024	08/08/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
07/11/2024		Vehicle Pre-Bid Meeting	Semi-Annual/Annual	Nelson
07/11/2024	08/09/2024	Cutting Edges	Semi-Annual/Annual	Nelson
07/12/2024	07/28/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
07/14/2024	08/17/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
07/16/2024	08/08/2024	Blinds & Upholstery	Monthly/Quarterly	King
07/16/2024	08/08/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
07/16/2024	08/08/2024	Hospital, Safety & First Aid Equipment	Monthly/Quarterly	King
07/16/2024	08/13/2024	Feed & Seed /Fall	Semi-Annual/Annual	Mobley
07/16/2024	08/13/2024	Farm Equipment	Monthly/Quarterly	Nelson
07/17/2024	08/22/2024	Park and Playground Equipment	Monthly/Quarterly	Hubbard
07/19/2024	08/11/2024	Library/Art Supplies	Monthly/Quarterly	Schuetzle
07/19/2024	08/11/2024	Printing	Monthly/Quarterly	Schuetzle
07/20/2024	08/20/2024	Fertilizer/Fall	Semi-Annual/Annual	Mobley
07/21/2024	08/07/2024	SDSU Exterior Building Lettering	Semi-Annual/Annual	Mobley
07/23/2024	08/29/2024	Telephone Equip & Systems	Monthly/Quarterly	King
07/26/2024	08/11/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
07/28/2024	09/05/2024	Ammunition	Monthly/Quarterly	Nelson
08/02/2024	08/18/2024	Printing	Monthly/Quarterly	Schuetzle
08/06/2024	09/12/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
08/06/2024	09/05/2024	Laundry/Sewing Equipment	Monthly/Quarterly	King
08/06/2024	09/05/2024	(Household) Appliances	Monthly/Quarterly	King
08/06/2024	09/05/2024	Hospital, Safety & First Aid Equipment	Monthly/Quarterly	King
08/06/2024	09/04/2024	Building Materials	Monthly/Quarterly	Mobley
08/06/2024	09/07/2024	Hardware Miscellaneous	Monthly/Quarterly	Mobley
08/06/2024	09/06/2024	Vehicles	Semi-Annual/Annual	Nelson
08/09/2024	08/25/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
08/13/2024	09/12/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
08/13/2024	09/12/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
08/13/2024	09/12/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
08/13/2024	09/12/2024	Farm Equipment	Monthly/Quarterly	Nelson
08/15/2024	09/20/2024	Vending Machines/Services	Monthly/Quarterly	Mobley
08/15/2024	09/03/2024	Steel	Semi-Annual/Annual	Mobley

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
08/16/2024	09/21/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
08/16/2024	09/01/2024	Printing	Monthly/Quarterly	Schuetzle
08/20/2024	09/12/2024	Telephone Equip & Systems	Monthly/Quarterly	King
08/21/2024	09/15/2024	Sandbags	Semi-Annual/Annual	Mobley
08/23/2024	09/08/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
08/26/2024	09/23/2024	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
08/30/2024	09/15/2024	Printing	Monthly/Quarterly	Schuetzle
09/03/2024	10/03/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
09/03/2024	10/03/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
09/03/2024	10/03/2024	Hospital, Safety & First Aid Equipment	Monthly/Quarterly	King
09/03/2024	10/03/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
09/03/2024	10/03/2024	Furniture & Related Products	Monthly/Quarterly	King
09/06/2024	09/22/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
09/08/2024	10/12/2024	Ammunition	Monthly/Quarterly	Nelson
09/13/2024	09/29/2024	Printing	Monthly/Quarterly	Schuetzle
09/15/2024	10/18/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
09/15/2024	10/07/2024	Traffic Control Devices	Semi-Annual/Annual	Mobley
09/15/2024	10/19/2024	Ammunition	Monthly/Quarterly	Nelson
09/16/2024	10/09/2024	Building Materials	Monthly/Quarterly	Mobley
09/17/2024	10/17/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
09/17/2024	10/17/2024	Mattresses (Dorm)	Monthly/Quarterly	King
09/17/2024	10/17/2024	Telephone Equip & Systems	Monthly/Quarterly	King
09/17/2024	10/10/2024	Farm Equipment	Monthly/Quarterly	Nelson
09/18/2024	10/15/2024	Trees and Shrubs	Monthly/Quarterly	Mobley
09/20/2024	10/06/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
09/24/2024	10/22/2024	Highway Industrial	Monthly/Quarterly	Nelson
09/27/2024	10/13/2024	Printing	Monthly/Quarterly	Schuetzle
10/01/2024	11/20/2024	Trout and Salmon Food	Semi-Annual/Annual	Mobley
10/03/2024	11/05/2024	Automotive Filters	Semi-Annual/Annual	Nelson
10/04/2024	10/20/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
10/06/2024	11/09/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
10/08/2024	11/07/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
10/08/2024	11/07/2024	Musical Instruments & Equipment	Monthly/Quarterly	King
10/08/2024	11/07/2024	Blinds & Upholstery	Monthly/Quarterly	King
10/08/2024	11/07/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
10/11/2024	10/27/2024	Printing	Monthly/Quarterly	Schuetzle
10/12/2024	11/14/2024	Hardware Miscellaneous	Monthly/Quarterly	Mobley

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
10/12/2024	11/12/2024	Motor Oil & Grease	Semi-Annual/Annual	Nelson
10/15/2024	11/07/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
10/15/2024	11/14/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
10/15/2024	11/14/2024	Furniture & Related Products	Monthly/Quarterly	King
10/18/2024	11/03/2024	Library/Art Supplies	Monthly/Quarterly	Schuetzle
10/18/2024	11/03/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
10/19/2024	11/16/2024	Highway Patrol Uniforms	Semi-Annual/Annual	Schuetzle
10/22/2024	11/19/2024	Farm Equipment	Monthly/Quarterly	Nelson
10/24/2024	11/21/2024	Park and Playground Equipment	Monthly/Quarterly	Hubbard
10/24/2024	11/25/2024	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
10/25/2024	11/10/2024	Printing	Monthly/Quarterly	Schuetzle
10/31/2024	11/24/2024	Square Tube Steel Signposts Accessories	Semi-Annual/Annual	Mobley
11/01/2024	12/03/2024	Building Materials	Monthly/Quarterly	Mobley
11/01/2024	11/17/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
11/05/2024	12/05/2024	Audio, Video & Broadcasting Equipment	Monthly/Quarterly	King
11/06/2024	12/07/2024	Hardware Miscellaneous	Monthly/Quarterly	Mobley
11/07/2024	12/06/2024	Ammunition	Monthly/Quarterly	Nelson
11/08/2024	11/24/2024	Printing	Monthly/Quarterly	Schuetzle
11/10/2024	12/12/2024	Fire Extinguishers	Monthly/Quarterly	Mobley
11/12/2024	12/12/2024	Studio Broadcast Equipment	Monthly/Quarterly	King
11/12/2024	12/12/2024	Furniture & Related Products	Monthly/Quarterly	King
11/12/2024	12/12/2024	(Household) Appliances	Monthly/Quarterly	King
11/12/2024	12/12/2024	Hospital, Safety & First Aid Equipment	Monthly/Quarterly	King
11/12/2024	12/12/2024	Telephone Equip & Systems	Monthly/Quarterly	King
11/12/2024	12/12/2024	Road Sweeper Brooms	Semi-Annual/Annual	Nelson
11/15/2024	12/14/2024	Vending Machines/Services	Monthly/Quarterly	Mobley
11/15/2024	12/01/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
11/19/2024	12/19/2024	Security & Surveillance Equipment	Monthly/Quarterly	King
11/19/2024	12/17/2024	Farm Equipment	Monthly/Quarterly	Nelson
11/26/2024	12/30/2024	Scientific & Laboratory Supplies	Monthly/Quarterly	King
11/26/2024	12/30/2024	Incontinence Products	Semi-Annual/Annual	King
11/29/2024	12/15/2024	Printing	Monthly/Quarterly	Schuetzle
12/01/2024	01/04/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
12/05/2024	01/08/2025	Ammunition	Monthly/Quarterly	Nelson
12/06/2024	12/29/2024	Advertising Specialties	Monthly/Quarterly	Schuetzle
12/09/2024	01/05/2025	Herbicides	Semi-Annual/Annual	Mobley
12/10/2024	01/09/2024	Studio Broadcast Equipment	Monthly/Quarterly	King

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
12/10/2024	01/11/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
12/13/2024	01/05/2025	Printing	Monthly/Quarterly	Schuetzle
12/19/2024	01/10/2025	Farm Equipment	Monthly/Quarterly	Nelson
12/29/2024	01/25/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
12/30/2024	01/30/2025	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson