



523 East Capitol, Pierre, South Dakota 57501

605.773.3405 / boa.sd.gov

MEMORANDUM

TO: All Agencies

FROM: Steven L. Berg

DATE: December 16, 2024

SUBJECT: SFY 2025-2026 BID LETTING SCHEDULE

Attached is the bid letting schedule for SFY 2025 and 2026. Please use the schedule as your planning guide for fiscal year 2025 and 2026 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-2025 state funds cut off dates will apply to all requisitions:

- A. CONTRACT, PIGGYBACK & THREE QUOTE PURCHASES: 6/20/2025
- B. EMERGENCY/SOLE SOURCE: 6/20/2025
- 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, 2025 will be applied toward fiscal year 2026 funds. Requisitions received after 5:00 PM on the dates listed above should be coded using FY2026 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 checkmark-like flourish at the end.

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 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 Glycol Highway Industrial Highway Traffic Paint LP Gas Material Handling Equipment Motor Oil & Grease Oil Analysis Sample Kit Pavement Marking Tape Recycled Waste Tire Disposal Road Chemicals Road Sweeper Broom Refills Snowplows/Sanders Tires & Tubes Tire Retreading Traffic Counters Transport/Tankwagon Fuels Trucks (Class 35) Vehicle Lifts Wood Chip Fuel
007	Missy Schuetzle	Purchasing Specialist	773-4277	Request for Proposals (RFP) Advertising Specialties 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 Incentives-Non-Clothing Legislative Printing Misc. Newsletters Pesticide Applicator Newsletter Pharmaceuticals Plastic Bindings

OPM PURCHASING SPECIALIST COMMODITY LISTING

Buyer ID	Buyer Name	Position	Phone	Commodity
				Pressure Sensitive & Graphic Aids Printing Equipment Printing Misc. Reproduction Paper Snap Apart Forms (printed) South Dakota Hwy. Patrol Vehicle Decals Uniforms
009	David Guild	Purchasing Specialist	773-4592	Ammunition Antennas Furniture, Household/Dorm/Office Lidar/Radar Police Equipment Public Safety Communications Radios, Mobile and Digital Radios, Portable Safety Vests (DOT) UHF Extenders Weapons and Tasers

OPM PURCHASING SPECIALIST COMMODITY LISTING

Buyer ID	Buyer Name	Position	Phone	Commodity
012	Andy Mobley	Purchasing Specialist	773-4278	Appliances (Household) Batteries, Portable/Flashlights Bedding Plants Blinds and Shades Brooms, Brushes & Mops Buffalo Feed and Salt Blocks Building Materials Cleaning Chemicals & Soap Cleaning Equipment (Floors & Carpet) Electrical Lamps Electrical Supplies Fire Extinguishers Flooring (Including Carpet) Foods Food Service Equipment GFP Signing Hand & Power Tools Hardware Misc. Herbicides Laundry Equipment Lawn Care Equipment Mattresses – Dorms 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 Vending Machines/Services 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	Boxes (Shipping Storage) Child Safety Seats Drug Testing Kits Evidential Breath Alcohol Testing Inst Global Positioning/Satellite Laboratory Equipment & Supplies Library & Art Supplies Medical, Hospital, Safety & First Aid Equip. Microfilm Supplies Music Equipment & Instruments Office Supplies Office Machines Rubber Stamps & Plastic Signs Sewing Equipment Telephone Equipment and Supplies
002	Lori King	Purchasing Specialist	773-2162	Audio/Visual Equipment Broadcast & Radio Tubes Digital Cameras, LCD Projectors & Lamps Security & Surveillance Equipment Studio Broadcast Equipment Video Conferencing Equipment

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

ITEMS ON BID PROPOSALS OPENING AFTER

JUNE 1, 2025

WILL BE APPLIED TOWARD FISCAL YEAR 2026 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 20, 2025

WILL BE APPLIED TOWARD FISCAL YEAR 2026 FUNDS

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

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
01/02/2025	02/01/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
01/02/2025	02/06/2025	Medical, Hospital, Safety & First Aid Equip	Monthly/Quarterly	Van Kuren
01/02/2025	02/06/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
01/08/2025	02/08/2025	Highway Industrial	Monthly/Quarterly	Nelson
01/10/2025	01/27/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
01/11/2025	02/12/2025	Highway Traffic Paint	Semi-Annual/Annual	Nelson
01/14/2025	02/03/2025	Seed & Feed (Spring)	Semi-Annual/Annual	Mobley
01/15/2025	02/09/2025	Hardware Miscellaneous	Monthly/Quarterly	Mobley
01/16/2025	02/08/2025	Furniture & Related Products	Monthly/Quarterly	Guild
01/16/2025	02/08/2025	Musical Instruments & Equipment	Monthly/Quarterly	King
01/16/2025	02/08/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
01/16/2025	02/08/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
01/16/2025	02/08/2025	Mattresses (Dorm)	Monthly/Quarterly	Mobley
01/17/2025	02/03/2025	Printing	Monthly/Quarterly	Schuetzle
01/17/2025	02/14/2025	Library/Art Supplies	Monthly/Quarterly	Schuetzle
01/22/2025	02/22/2025	Tires & Tubes	Semi-Annual/Annual	Nelson
01/23/2025	02/20/2025	Telephone Equip & Systems	Monthly/Quarterly	King
01/23/2025	02/22/2025	Blinds & Upholstery	Monthly/Quarterly	Mobley
01/23/2025	02/22/2025	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
01/24/2025	02/19/2025	Park and Playground Equipment	Monthly/Quarterly	Hubbard
01/24/2025	02/10/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
01/31/2025	02/17/2025	Printing	Monthly/Quarterly	Schuetzle
02/01/2025	02/26/2025	Bituminous Materials for DOT	Semi-Annual/Annual	Nelson
02/02/2025	02/28/2025	Building Materials	Monthly/Quarterly	Mobley
02/06/2025	03/07/2025	Furniture & Related Products	Monthly/Quarterly	Guild
02/06/2025	03/07/2025	Miscellaneous Furniture	Monthly/Quarterly	Guild
02/06/2025	03/07/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
02/06/2025	03/14/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
02/06/2025	03/02/2025	Hardware Miscellaneous	Monthly/Quarterly	Mobley
02/06/2025	03/07/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
02/06/2025	03/07/2025	Laundry/Sewing Equipment	Monthly/Quarterly	Van Kuren
02/07/2025	02/24/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
02/10/2025	03/15/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
02/12/2025	03/12/2025	Glass Beads	Semi-Annual/Annual	Nelson
02/13/2025	03/14/2025	Furniture & Related Products	Monthly/Quarterly	Guild
02/13/2025	03/14/2025	Telephone Equip & Systems	Monthly/Quarterly	Van Kuren
02/13/2025	03/14/2025	Medical, Hospital, Safety & First Aid Equip	Monthly/Quarterly	Van Kuren

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
02/14/2025	03/03/2025	Printing	Monthly/Quarterly	Schuetzle
02/15/2025		Transport/Tankwagon Estimates	Semi-Annual/Annual	Nelson
02/16/2025	03/15/2025	Pavement Marking Tape	Semi-Annual/Annual	Nelson
02/17/2025	03/23/2025	Vending Machines/Services	Monthly/Quarterly	Mobley
02/20/2025	03/21/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
02/20/2025	03/21/2025	(Household) Appliances	Monthly/Quarterly	Mobley
02/21/2025	03/14/2025	Reflectorized Materials	Semi-Annual/Annual	Mobley
02/21/2025	03/10/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
02/25/2025	03/27/2025	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
02/28/2025	03/17/2025	Printing	Monthly/Quarterly	Schuetzle
03/05/2025	04/02/2025	Hardware Miscellaneous	Monthly/Quarterly	Mobley
03/07/2025	04/02/2025	Paint Supplies	Semi-Annual/Annual	Mobley
03/07/2025	04/13/2025	Microfilm Supplies	Semi-Annual/Annual	Schuetzle
03/12/2025	04/18/2025	Furniture & Related Products	Semi-Annual/Annual	Guild
03/12/2025	04/18/2025	Furniture & Related Products	Monthly/Quarterly	Guild
03/12/2025	04/02/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
03/12/2025	04/18/2025	Evidential Breath Alcohol Test Instruments	Semi-Annual/Annual	Van Kuren
03/12/2025	04/18/2025	Medical, Hospital, Safety & First Aid Equip	Monthly/Quarterly	Van Kuren
03/12/2025	04/18/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
03/14/2025	03/24/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
03/14/2025	03/31/2025	Printing	Monthly/Quarterly	Schuetzle
03/15/2025	04/18/2025	Farm Equipment	Monthly/Quarterly	Nelson
03/17/2025	04/20/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
03/21/2025	04/07/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
03/24/2025	04/20/2025	Smoke Alarms	Annual	Mobley
03/25/2025	05/01/2025	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
03/26/2025	04/24/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
03/26/2025	04/25/2025	Telephone Equip & Systems	Monthly/Quarterly	Van Kuren
03/28/2025	04/14/2025	Printing	Monthly/Quarterly	Schuetzle
04/02/2025	05/09/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
04/04/2025	04/21/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
04/05/2025	04/30/2025	Building Materials	Monthly/Quarterly	Mobley
04/06/2025	05/17/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
04/08/2025	05/15/2025	Park and Playground Equipment	Monthly/Quarterly	Hubbard
04/09/2025	05/20/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
04/09/2025	05/19/2025	Blinds & Upholstery	Monthly/Quarterly	Mobley
04/09/2025	05/19/2025	Mattresses (Dorm)	Monthly/Quarterly	Mobley
04/09/2025	05/19/2025	Musical Instruments & Equipment	Monthly/Quarterly	Van Kuren

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
04/09/2025	05/19/2025	Telephone Equip & Supplies	Semi-Annual/Annual	Van Kuren
04/09/2025	05/19/2025	Medical, Hospital, Safety & First Aid Equip	Monthly/Quarterly	Van Kuren
04/11/2025	04/28/2025	Library/Art Supplies	Monthly/Quarterly	Schuetzle
04/11/2025	04/28/2025	Printing	Monthly/Quarterly	Schuetzle
04/12/2025	05/12/2025	Transport-Tankwagon Fuels	Semi-Annual/Annual	Nelson
04/14/2025	05/07/2025	GFP Signs	Semi-Annual/Annual	Mobley
04/14/2025	05/20/2025	GFP Outdoor Clothing	Semi-Annual/Annual	Schuetzle
04/16/2025	05/16/2025	Furniture & Related Products	Monthly/Quarterly	Guild
04/16/2025		LP Gas Estimates	Semi-Annual/Annual	Nelson
04/16/2025	05/16/2025	Farm Equipment	Monthly/Quarterly	Nelson
04/16/2025	05/16/2025	Telephone Equip & Systems	Monthly/Quarterly	Van Kuren
04/18/2025	05/05/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
04/18/2025	05/12/2025	Printing	Monthly/Quarterly	Schuetzle
04/21/2025	05/25/2025	Rental Contract Shop Towels, Carpets, and Mops	Annual	Mobley
04/23/2025	05/22/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
04/23/2025	05/23/2025	Household Appliances	Semi-Annual/Annual	King
04/25/2025	05/27/2025	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
04/28/2025	06/01/2025	Ammunition	Monthly/Quarterly	Guild
04/30/2025	06/04/2025	Building Materials	Monthly/Quarterly	Mobley
05/02/2025	05/19/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
05/07/2025	06/06/2025	Miscellaneous Furniture	Monthly/Quarterly	Guild
05/07/2025	06/05/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
05/07/2025	06/06/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
05/07/2025	06/06/2025	Laundry/Sewing Equipment	Monthly/Quarterly	Mobley
05/07/2025	06/11/2025	Hardware Miscellaneous	Monthly/Quarterly	Mobley
05/07/2025	06/06/2025	LP Gas	Semi-Annual/Annual	Nelson
05/07/2025	06/06/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
05/10/2025	06/14/2025	Radar	Annual	Guild
05/11/2025	06/15/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
05/16/2025	05/26/2025	Printing	Monthly/Quarterly	Schuetzle
05/19/2025	06/29/2025	Vending Machines/Services	Monthly/Quarterly	Mobley
05/21/2025	06/13/2025	Furniture & Related Products	Monthly/Quarterly	Guild
05/21/2025	06/12/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
05/21/2025	06/13/2025	(Household) Appliances	Monthly/Quarterly	Mobley
05/21/2025	06/20/2025	Farm Equipment	Monthly/Quarterly	Nelson
05/21/2025	06/21/2025	Highway Industrial	Monthly/Quarterly	Nelson
05/21/2025	06/13/2025	Medical, Hospital, Safety, & First Aid Equip	Monthly/Quarterly	Van Kuren

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
05/23/2025	06/02/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
05/23/2025	06/09/2025	Printing	Monthly/Quarterly	Schuetzle
05/28/2025	06/20/2025	Telephone Equip & Systems	Monthly/Quarterly	Van Kuren
05/30/2025	06/16/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
06/02/2025	07/06/2025	Ammunition	Monthly/Quarterly	Guild
06/04/2025	07/02/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
06/04/2025	07/03/2025	Hardware Miscellaneous	Monthly/Quarterly	Mobley
06/04/2025	07/05/2025	Road Chemicals	Semi-Annual/Annual	Nelson
06/04/2025	07/03/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
06/04/2025	07/03/2025	Medical, Hospital, Safety, & First Aid Equip	Monthly/Quarterly	Van Kuren
06/06/2025	06/23/2025	Printing	Monthly/Quarterly	Schuetzle
06/11/2025	07/11/2025	Furniture & Related Products	Monthly/Quarterly	Guild
06/11/2025	07/10/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
06/11/2025	07/11/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
06/11/2025	07/11/2025	Mattresses (Dorm)	Monthly/Quarterly	Mobley
06/11/2025	07/11/2025	Telephone Equip & Systems	Monthly/Quarterly	Van Kuren
06/11/2025	07/22/2025	Global Positioning Systems	Semi-Annual/Annual	Van Kuren
06/13/2025	07/12/2025	Farm Equipment	Monthly/Quarterly	Nelson
06/13/2025	06/30/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
06/13/2025	06/30/2025	Copiers	Semi-Annual/Annual	Schuetzle
06/16/2025	07/20/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
06/20/2025	07/07/2025	Printing	Monthly/Quarterly	Schuetzle
06/27/2025	07/14/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
07/03/2025	07/27/2025	Ammunition	Monthly/Quarterly	Guild
07/03/2025	07/21/2025	Printing	Monthly/Quarterly	Schuetzle
07/09/2025	08/07/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
07/09/2025	08/06/2025	Building Materials	Monthly/Quarterly	Mobley
07/09/2025	08/08/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
07/09/2025	08/08/2025	Musical Instruments & Equipment	Monthly/Quarterly	Van Kuren
07/11/2025	08/08/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
07/11/2025		Vehicle Pre-Bid Meeting	Semi-Annual/Annual	Nelson
07/11/2025	08/09/2025	Cutting Edges	Semi-Annual/Annual	Nelson
07/11/2025	07/28/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
07/14/2025	08/17/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
07/16/2025	08/07/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
07/16/2025	08/08/2025	Blinds & Upholstery	Monthly/Quarterly	Mobley
07/16/2025	08/13/2025	Feed & Seed /Fall	Semi-Annual/Annual	Mobley
07/16/2025	08/13/2025	Farm Equipment	Monthly/Quarterly	Nelson
07/16/2025	08/08/2025	Medical, Hospital, Safety, & First Aid	Monthly/Quarterly	Van Kuren

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
		Equip		
07/17/2025	08/21/2025	Park and Playground Equipment	Monthly/Quarterly	Hubbard
07/18/2025	08/11/2025	Library/Art Supplies	Monthly/Quarterly	Schuetzle
07/18/2025	08/11/2025	Printing	Monthly/Quarterly	Schuetzle
07/20/2025	08/20/2025	Fertilizer/Fall	Semi-Annual/Annual	Mobley
07/21/2025	08/07/2025	SDSU Exterior Building Lettering	Semi-Annual/Annual	Mobley
07/23/2025	08/29/2025	Telephone Equip & Systems	Monthly/Quarterly	Van Kuren
07/25/2025	08/11/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
07/28/2025	09/05/2025	Ammunition	Monthly/Quarterly	Guild
08/01/2025	08/18/2025	Printing	Monthly/Quarterly	Schuetzle
08/06/2025	09/12/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
08/06/2025	09/04/2025	Building Materials	Monthly/Quarterly	Mobley
08/06/2025	09/05/2025	Laundry/Sewing Equipment	Monthly/Quarterly	Mobley
08/06/2025	09/05/2025	(Household) Appliances	Monthly/Quarterly	Mobley
08/06/2025	09/07/2025	Hardware Miscellaneous	Monthly/Quarterly	Mobley
08/06/2025	09/06/2025	Vehicles	Semi-Annual/Annual	Nelson
08/06/2025	09/05/2025	Medical, Hospital, Safety, & First Aid Equip	Monthly/Quarterly	Van Kuren
08/08/2025	08/25/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
08/13/2025	09/11/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
08/13/2025	09/11/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
08/13/2025	09/12/2025	Farm Equipment	Monthly/Quarterly	Nelson
08/13/2025	09/12/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
08/15/2025	09/03/2025	Steel	Semi-Annual/Annual	Mobley
08/15/2025	09/20/2025	Vending Machines/Services	Monthly/Quarterly	Mobley
08/15/2025	09/01/2025	Printing	Monthly/Quarterly	Schuetzle
08/16/2025	09/21/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
08/20/2025	09/12/2025	Telephone Equip & Systems	Monthly/Quarterly	Van Kuren
08/21/2025	09/15/2025	Sandbags	Semi-Annual/Annual	Mobley
08/22/2025	09/08/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
08/26/2025	09/23/2025	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
08/29/2025	09/15/2025	Printing	Monthly/Quarterly	Schuetzle
09/03/2025	10/03/2025	Furniture & Related Products	Monthly/Quarterly	Guild
09/03/2025	10/02/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
09/03/2025	10/03/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
09/03/2025	10/03/2025	Medical, Hospital, Safety, & First Aid Equip	Monthly/Quarterly	Van Kuren
09/03/2025	10/03/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
09/05/2025	09/22/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
09/08/2025	10/12/2025	Ammunition	Monthly/Quarterly	Guild

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
09/12/2025	09/29/2025	Printing	Monthly/Quarterly	Schuetzle
09/15/2025	10/19/2025	Ammunition	Monthly/Quarterly	Guild
09/15/2025	10/07/2025	Traffic Control Devices	Semi-Annual/Annual	Mobley
09/15/2025	10/18/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
09/16/2025	10/09/2025	Building Materials	Monthly/Quarterly	Mobley
09/17/2025	10/16/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
09/17/2025	10/17/2025	Mattresses (Dorm)	Monthly/Quarterly	Mobley
09/17/2025	10/10/2025	Farm Equipment	Monthly/Quarterly	Nelson
09/17/2025	10/17/2025	Telephone Equip & Systems	Monthly/Quarterly	Van Kuren
09/18/2025	10/15/2025	Trees and Shrubs	Monthly/Quarterly	Mobley
09/19/2025	10/06/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
09/24/2025	10/22/2025	Highway Industrial	Monthly/Quarterly	Nelson
09/26/2025	10/13/2025	Printing	Monthly/Quarterly	Schuetzle
10/01/2025	11/20/2025	Trout and Salmon Food	Semi-Annual/Annual	Mobley
10/03/2025	11/05/2025	Automotive Filters	Semi-Annual/Annual	Nelson
10/03/2025	10/20/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
10/06/2025	11/09/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
10/08/2025	11/06/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
10/08/2025	11/07/2025	Blinds & Upholstery	Monthly/Quarterly	Mobley
10/08/2025	11/07/2025	Musical Instruments & Equipment	Monthly/Quarterly	Van Kuren
10/08/2025	11/07/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
10/10/2025	10/27/2025	Printing	Monthly/Quarterly	Schuetzle
10/12/2025	11/14/2025	Hardware Miscellaneous	Monthly/Quarterly	Mobley
10/12/2025	11/12/2025	Motor Oil & Grease	Semi-Annual/Annual	Nelson
10/15/2025	11/14/2025	Furniture & Related Products	Monthly/Quarterly	Guild
10/15/2025	11/07/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
10/15/2025	11/13/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
10/17/2025	11/03/2025	Library/Art Supplies	Monthly/Quarterly	Schuetzle
10/17/2025	11/03/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
10/17/2025	11/16/2025	Highway Patrol Uniforms	Semi-Annual/Annual	Schuetzle
10/22/2025	11/19/2025	Farm Equipment	Monthly/Quarterly	Nelson
10/24/2025	11/20/2025	Park and Playground Equipment	Monthly/Quarterly	Hubbard
10/24/2025	11/25/2025	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson
10/24/2025	11/10/2025	Printing	Monthly/Quarterly	Schuetzle
10/31/2025	11/24/2025	Square Tube Steel Signposts Accessories	Semi-Annual/Annual	Mobley
10/31/2025	11/17/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
11/01/2025	12/03/2025	Building Materials	Monthly/Quarterly	Mobley
11/05/2025	12/04/2025	Audio Video & Broadcasting Equip	Monthly/Quarterly	King

Due Date	Open Date	Commodity	Frequency	Purchasing Specialist
11/06/2025	12/07/2025	Hardware Miscellaneous	Monthly/Quarterly	Mobley
11/07/2025	12/06/2025	Ammunition	Monthly/Quarterly	Guild
11/07/2025	11/24/2025	Printing	Monthly/Quarterly	Schuetzle
11/10/2025	12/12/2025	Fire Extinguishers	Monthly/Quarterly	Mobley
11/12/2025	12/12/2025	Furniture & Related Products	Monthly/Quarterly	Guild
11/12/2025	12/12/2025	Studio Broadcast Equipment	Monthly/Quarterly	King
11/12/2025	12/12/2025	(Household) Appliances	Monthly/Quarterly	Mobley
11/12/2025	12/12/2025	Road Sweeper Brooms	Semi-Annual/Annual	Nelson
11/12/2025	12/12/2025	Medical, Hospital, Safety, & First Aid Equip	Monthly/Quarterly	Van Kuren
11/12/2025	12/12/2025	Telephone Equip & Systems	Monthly/Quarterly	Van Kuren
11/14/2025	12/01/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
11/15/2025	12/14/2025	Vending Machines/Services	Monthly/Quarterly	Mobley
11/19/2025	12/18/2025	Security & Surveillance Equipment	Monthly/Quarterly	King
11/19/2025	12/17/2025	Farm Equipment	Monthly/Quarterly	Nelson
11/26/2025	12/30/2025	Incontinence Products	Semi-Annual/Annual	King
11/26/2025	12/30/2025	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
11/28/2025	12/15/2025	Printing	Monthly/Quarterly	Schuetzle
12/01/2025	01/04/2026	Fire Extinguishers	Monthly/Quarterly	Mobley
12/05/2025	01/08/2026	Ammunition	Monthly/Quarterly	Guild
12/05/2025	12/29/2025	Advertising Specialties	Monthly/Quarterly	Schuetzle
12/09/2025	01/05/2026	Herbicides	Semi-Annual/Annual	Mobley
12/10/2025	01/08/2026	Studio Broadcast Equipment	Monthly/Quarterly	King
12/10/2025	01/13/2026	Security & Surveillance Equipment	Monthly/Quarterly	King
12/11/2025	01/05/2026	Printing	Monthly/Quarterly	Schuetzle
12/12/2025	01/09/2026	Telephone Equip & Systems	Monthly/Quarterly	King
12/12/2025	01/16/2026	Audio Video & Broadcasting Equip	Monthly/Quarterly	King
12/13/2025	01/10/2026	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
12/13/2025	01/10/2026	Drug Testing Kits	Monthly/Quarterly	Van Kuren
12/19/2025	01/10/2026	Farm Equipment	Monthly/Quarterly	Nelson
12/21/2025	01/18/2026	Furniture & Related Products	Monthly/Quarterly	Guild
12/21/2025	01/10/2026	Scientific & Laboratory Supplies	Monthly/Quarterly	Van Kuren
12/29/2025	01/25/2026	Fire Extinguishers	Monthly/Quarterly	Mobley
12/30/2025	01/30/2026	Athletic Equipment & Supplies	Monthly/Quarterly	Nelson