

Genesee Area School Business Officials Association (GASBOA) 2019-2020 Cooperative Purchasing Program

Calendar

Friday, March 1, 2019	Bid Packets sent to potential vendors.
Sunday, March 3, 2019	First advertisement for bids published in Flint Journal
Sunday, March 10, 2019	Second advertisement for bids published in Flint Journal
Thursday, March 28, 2019	<i>All sealed bids due by 11:00 a.m. (EST) in office of</i> Carrie Haubenstricker Business Services Administrator Genesee Intermediate School District 2413 West Maple Avenue Flint, Michigan 48507-3493
Thursday, March 28, 2019	<i>GASBOA Purchasing Committee opens sealed bids</i>
March 28 – April 12, 2019	Preparation of item by item tabulation of bids for GASBOA Purchasing Committee
Friday, April 12, 2019	Purchasing Committee reviews and awards bids to vendors on item by item basis
Tuesday, April 16, 2019	Bid tabulations, with awarded vendors indicated, posted on GISD web site. List of awarded items sent to vendors
Wednesday, April 17, 2019	Bid order lists distributed to GASBOA member school districts and charter schools.
Friday, May 17, 2018	<i>All orders by participating school districts and charter schools sent to:</i> <i>Barbara Whittier</i> <i>Email: bwhittie@geneseeisd.org</i>
Friday, May 24, 2019	All vendor sheets prepared and emailed to participating school districts and charter schools.

- Wednesday, June 12, 2019 *Completed purchase orders with attached vendor sheets sent to Barbara Whittier (email: bwhittie@geneseeisd.org) or GISD by participating school districts and charter schools. **If your district will be closed at any time near the July 4, holiday, please indicate this on your purchase order.***
- Monday, June 17, 2019 All purchase orders from participating school districts and charter schools mailed to vendors – one package for each awarded vendor.
- Monday, July 8, 2019 **Absolutely the first day vendors may deliver items to GASBOA school districts and charter schools. Also, GASBOA billings must be dated on or after this date.**
- Friday, August 16, 2019 **Deadline for vendor delivery of all ordered items. Vendors must provide ordering school districts or charter schools advance notice if their order will be delayed, the reasons for the delay, and the expected delivery date.**
- Friday, September 13, 2019 Items not delivered by this date are deemed **cancelled** and not able to be supplied by the vendor. It is the option of the ordering school district or charter school to either accept items delivered after this date, or to reject such items and return them at vendor's expense.

Any vendor failing to make timely deliveries will jeopardize their future participation in GASBOA's Cooperative Purchasing Program.