

2010 - 2011 PURCHASING BID CALENDAR

	PHYSICAL EDUCATION	SCIENCE	ART	TECHNOLOGY	INTERSCHOLASTIC SPORTS	HEALTH
STAFF						
Receive catalogs	September 13	September 20	November 1	September 20	TBD	September 27
Return orders to School Office	October 5	October 22	December 3	October 22	TBD	January 3
SCHOOL OFFICE						
Catalogs from staff	October 8	October 25	December 6	October 25	TBD	January 7
Data entry Complete	October 22	November 5	December 17	November 5	TBD	January 21
MAIL TO VENDORS BY:	October 25	November 8	December 20	November 8	TBD	January 24
BID DATE	November 16	December 13	January 25	December 14	TBD	February 22

OTHER SUPPLIES

YEAR			DATE OF BID
2010	Floor & Carpet Machines	Facilities	as needed
	Parking Lot Maintenance	Facilities	as needed
	Musical Instruments	Music Depart.	as needed
	Ice Melt Compound	Facilities	September
2011	Electrical Supplies	Facilities	as needed
	Grounds Supplies	Facilities	March
	HVAC/Plumbing Supplies	Facilities	as needed
	Cleaning Supplies	Facilities	April
	Paint Supplies	Facilities	March
	Time and Materials	Facilities	June