

Genesee Area School Business Officials (GASBO) 2024-2025 Cooperative Purchasing Program

Calendar

- Sunday, February 4, 2024 First advertisement for bids published in Flint Journal newspaper
- Monday, February 5, 2024 Bid Packets sent to potential vendors.
- Thursday, February 8, 2024 Second advertisement for bids published in Flint Journal newspaper
- Friday, March 8, 2024 *All sealed bids due by 11:00 a.m. (EST) in office of*
Carrie Haubenstricker
Business Services Administrator
Genesee Intermediate School District
2413 West Maple Avenue
Flint, Michigan 48507-3493
- Friday, March 8, 2024 *GASBO Purchasing Committee opens sealed bids*
- March 8 – March 31, 2024 Preparation of item by item tabulation of bids for GASBO Purchasing Committee
- Monday, April 1, 2024 Purchasing Committee reviews and awards bids to vendors on item by item basis
- Tuesday, April 2, 2024 Bid tabulations, with awarded vendors indicated, posted on GISD web site.
List of awarded items sent to vendors
- Monday, April 8, 2024 Bid order forms distributed to GASBO member school districts and charter schools.
- Friday, May 10, 2024 *All orders by participating school districts and charter schools emailed to:*
Barbara Whittier
Email: bwhittie@geneseeisd.org
- Wednesday, May 22, 2024 All vendor sheets prepared and emailed to participating school districts and charter schools.

- Friday, June 14, 2024 *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.***
- Wednesday, June 19, 2024 All purchase orders from participating school districts and charter schools emailed to vendors – one package for each awarded vendor.
- Wednesday, July 8, 2024 **Absolutely the first day vendors may deliver items to GASBO school districts and charter schools. Also, GASBO billings must be dated on or after this date.**
- Friday, August 23, 2024 **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, 2024 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 GASBO's Cooperative Purchasing Program.