



Broome County
Memorandum

To: Department Heads and Fiscal Contacts
From: Ann Marie Suer, Law Department
Date: October 24, 2019 **Revised October 29, 2019**
Subject: Board of Acquisition and Contract (BAC) 2020 Meeting Schedule

PLEASE CIRCULATE TO ALL APPROPRIATE DEPT. PERSONNEL

The following is a schedule for calendar year 2020 meetings of the BAC, subject to change at the request of the BAC members. All meetings are scheduled for 11:00 a.m. and are held in the Legislative Conference Room on the Sixth Floor.

2020 BAC Meeting

Wednesday, January 8
Wednesday, January 22
Wednesday, February 12
Wednesday, February 26
Wednesday, March 11
Wednesday, March 25
Wednesday, April 8
Wednesday, April 22
Wednesday, May 13
Wednesday, May 27
Wednesday, June 10
Wednesday, June 24
Wednesday, July 8
Wednesday, July 22
Wednesday, August 12
Wednesday, August 26
Wednesday, September 9
Wednesday, September 23
Wednesday, October 14
Wednesday, October 28
Tuesday, November 10
Tuesday, November 24
Wednesday, December 16

Deadline to Purchasing Department

Monday, December 30, 2019
Monday, January 13
Monday, February 3
Friday, February 14
Monday, March 2
Monday, March 16
Monday, March 30
Monday, April 13
Monday, May 4
Friday, May 15
Monday, June 1
Monday, June 15
Friday, June 26
Monday, July 13
Monday, August 3
Monday, August 17
Friday, August 28
Monday, September 14
Monday, October 5
Monday, October 19
Friday, October 30
Friday, November 13
Monday, December 7

Please Note: The deadline for submission of the requests to the Purchasing Dept. for each meeting has been set as follows: All appropriate complete requests must be submitted to the Purchasing Dept. no later than close of business on the dates listed above.

BAC meetings are scheduled every second and fourth Wednesday of each month unless otherwise noted. There will be 23 scheduled meetings in 2020.

In the event the County Office Building is closed the day of a scheduled meeting by action of the County Executive, the meeting will be held the next business day thereafter at 11:00 a.m.