



Broome County
Memorandum

To: All Department Heads
From: Kristin Figuerado, Law Dept.
Date: November 13, 2024
Subject: Board of Acquisition and Contract (BAC) 2025 Schedule

PLEASE CIRCULATE TO ALL APPROPRIATE DEPT. PERSONNEL:

The following is a schedule for calendar year 2025 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 and also via Zoom format.

2025 BAC Meeting

Wednesday, January 8, 2025
Wednesday, January 22, 2025
Wednesday, February 12, 2025
Wednesday, February 26, 2025
Wednesday, March 12, 2025
Wednesday, March 26, 2025
Wednesday, April 9, 2025
Wednesday, April 23, 2025
Wednesday, May 7, 2025
Wednesday, May 21, 2025
Wednesday, June 11, 2025
Wednesday, June 25, 2025
Wednesday, July 9, 2025
Wednesday, July 23, 2025
Wednesday, August 13, 2025
Wednesday, August 27, 2025
Wednesday, September 10, 2025
Wednesday, September 24, 2025
Wednesday, October 8, 2025
Wednesday, October 22, 2025
Wednesday, November 12, 2025
Tuesday, November 25, 2025*
Wednesday, December 10, 2025
Tuesday, December 23, 2025*

Deadline to Purchasing

Friday, December 27, 2024
Monday, January 13, 2025
Friday, January 31, 2025
Monday, February 17, 2025
Monday, March 3, 2025
Monday, March 18, 2025
Monday, March 31, 2025
Monday, April 14, 2025
Monday, April 28, 2025
Monday, May 12, 2025
Monday, June 2, 2025
Friday, June 13, 2025
Friday, June 27, 2025
Monday, July 14, 2025
Monday, August 4, 2025
Monday, August 18, 2025
Friday, August 29, 2025
Monday, September 15, 2025
Monday, September 29, 2025
Friday, October 10, 2025
Wednesday, October 29, 2025
Friday, November 14, 2025
Monday, December 1, 2025
Friday, December 12, 2025

Please Note: The deadline for submission of the requests to the Purchasing Dept. for each meeting has been set. Any appropriate 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 24 scheduled meetings in 2025.

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.