

Year - End Ordering Lead Times/Order "By" Dates

Commodity Category	Inspection Required/Value	Including but not limited to:	Lead Time for orders	Order "By" Date
Shop / Lab /Training Equipment				
Automotive and Body Shop Equipment	Over \$5000	Alignment / Brake Equipment / Spray Booths / Test Equipment / Dyno / Hydraulic lifts / Compressors	4 weeks	8-May
HVAC / Hydraulic / Pneumatic / Weight Training Equipment	Over \$5000	HVAC / Hydraulic / Pneumatic / Training Equipment	6 weeks for HVAC	24-Apr
Air Compressors	Over \$5000	Potable and Stationary	4-6 weeks	24-Apr
Machine Shop Equipment	Over \$5000	Lathes / Milling / Drill Press / Grinders / Measuring Equipment /Conveyors	6 weeks	24-Apr
Generators - Gas / Diesel / Electric	Over \$5000	Portable / Stationary	8-12 weeks	13-Mar
Welding Shop Equipment	Over \$5000	Stick / Mig /TIG / Booths / Virtual Reality / Hoods	4 weeks	8-May
Lab Equipment	Over \$5000	Medical / Dental / EMS / School / Shop	up to 12 weeks	13-Mar
Other Related Shop Equipment	Over \$5000	Uncategorized or Miscellaneous equipment	4 weeks	8-May
Vehicles/ Outdoor Power Equipment				
On Road Vehicles	All	Car's/Trucks/Vans/SUVs	12-16 weeks	14-Feb
Off Road Vehicles	Over \$5000	Golf Carts / GEM Cars / Gators / Mules / Power Sweepers	8-10 weeks	27-Mar
Lift equipment	All	Fork Trucks / Boom trucks / Scissors Lifts	8 weeks	10-Apr
Trailers	Over \$10,000	10,000 Open / Enclosed / Flatbed	7 weeks	17-Apr
Marine equipment	Over \$10,000	000 Boats / Outboard Motors / Trailers	6 weeks	24-Apr
Licensed Vehicles (Non-Central Motor Fleet)	Over \$10,000	Any Customized Chassis / Bomb trucks / BATmobile / Campus Busses / Enclosed Trailers /Emergency equipment	12-16 weeks	14-Feb
Diesel or Gasoline powered equipment	Over \$5000	Any equipment powered by Diesel or Gasoline motor, including Marine	8-10 weeks	10-Mar
Agriculture / Lawn / Farm Equipment	Over \$5000	Tractors / Mowers / Trailers / Implements	8-10 weeks	10-Mar
Building / Facility Equipment				
Audio-Visual equipment	Over \$10,000	Sound system / Security systems / Projector systems / Video systems, or components of these systems	6-8 weeks	10-Apr
Appliances	Over \$10,000	Dishwasher / Washer / Dryer / Refrigeration / Chillers /Ovens/Mixers/Warmers/Freezers	6-8 weeks	10-Apr
Auditorium Seating	Over \$10,000	With or without note-taking attachment	10 weeks	27-Mar
Bleachers **	All	Indoor / Outdoor / Portable	10 weeks	27-Mar
Carpet and Flooring (Wood or Tile)	Over \$10,000	Carpet / Ceramic Tile / Vinyl Tile / Hardwood / VCT / LVT	5 - 6 weeks	24-Apr
Library Detection Systems	All	Security systems	6-8 weeks	10-Apr
Filing Systems	Over \$10,000	Automated / Stationary	8 weeks	10-Apr
Furniture	Over \$10,000	Office / Classroom / Hospital / Library / Lab / Dormitory	8 weeks	10-Apr
Fencing	All	PVC / Chain link / Iron	6-8 weeks	10-Apr
Laundry and Dry Cleaning Equipment	Over \$10,000	Washers / dryers / steam presses and other cleaning equipment	8-10 weeks	10-Apr
Cosmetology / Barber Equipment	All	Chairs / Sinks / Cabinetry / Mirrors / Massage tables / Facial or Manicure Chairs, and related equipment	6-8 weeks	10-Apr
Lockers	Over \$10,000	Wall Mount / Free Standing	8 weeks	10-Apr
Panel Wall Divider (Cubicles)	All	Freestanding / Fixed	8 weeks	10-Apr
Stage Curtains	Over \$10,000	Retractable or permanently fixed	10-12 weeks	13-Mar
Window / Wall treatments and Blinds	Over \$10,000	00 Curtains / Shades, Sun Screens / Blinds / Drapes	8 weeks	10-Apr
Modular Storage Buildings / Greenhouses **	All	If foundation or structural assembly is not required	6 weeks	24-Apr
Items on State Term Contract not listed above	All	If total P.O. value greater than \$10,000 (exclusive of installation).	Per Item Basis	
Software/Subscription services/SAAS				
Software	All	New Software Purchases	8-12 weeks	13-Mar
Software Subscriptions / Software as a Services (SaaS)	All	Software involving ITS/ Data Migration/ Installation	12-16 weeks	14-Feb