

**Personal Services Contract (PSC)
Notification and Submission Deadlines
2016 Calendar**

SEIU 60-Day Advance Notice	30-Day Advance Notice to Unions	7-Day Advance Notice to Unions	Dept PSC Due to DHR	PSC Posting Report	PSC Due to CSC by 11am	CSC Meeting Date
October 10, 2015	November 9, 2015	December 1, 2015	December 9, 2015	December 18, 2015	December 24, 2015	January 4, 2016
November 7, 2015	December 7, 2015	December 29, 2015	January 6, 2016	January 15, 2016	January 21, 2016	February 1, 2016
December 12, 2015	January 11, 2016	February 2, 2016	February 10, 2016	February 19, 2016	February 25, 2016	March 7, 2016
December 26, 2015	January 25, 2016	February 16, 2016	February 24, 2016	March 4, 2016	March 10, 2016	March 21, 2016
January 9, 2016	February 8, 2016	March 1, 2016	March 9, 2016	March 18, 2016	March 24, 2016	April 4, 2016
January 23, 2016	February 22, 2016	March 15, 2016	March 23, 2016	April 1, 2016	April 7, 2016	April 18, 2016
February 6, 2016	March 7, 2016	March 29, 2016	April 6, 2016	April 15, 2016	April 21, 2016	May 2, 2016
February 20, 2016	March 21, 2016	April 12, 2016	April 20, 2016	April 29, 2016	May 5, 2016	May 16, 2016
March 12, 2016	April 11, 2016	May 3, 2016	May 11, 2016	May 20, 2016	May 26, 2016	June 6, 2016
March 26, 2016	April 25, 2016	May 17, 2016	May 25, 2016	June 3, 2016	June 9, 2016	June 20, 2016
April 23, 2016	May 23, 2016	June 14, 2016	June 22, 2016	July 1, 2016	July 7, 2016	July 18, 2016
May 7, 2016	June 6, 2016	June 28, 2016	July 6, 2016	July 15, 2016	July 21, 2016	August 1, 2016
May 21, 2016	June 20, 2016	July 12, 2016	July 20, 2016	July 29, 2016	August 4, 2016	August 15, 2016
June 25, 2016	July 25, 2016	August 16, 2016	August 24, 2016	September 2, 2016	September 8, 2016	September 19, 2016
July 9, 2016	August 8, 2016	August 30, 2016	September 7, 2016	September 16, 2016	September 22, 2016	October 3, 2016
July 23, 2016	August 22, 2016	September 13, 2016	September 21, 2016	September 30, 2016	October 6, 2016	October 17, 2016
August 13, 2016	September 12, 2016	October 4, 2016	October 12, 2016	October 21, 2016	October 27, 2016	November 7, 2016
August 27, 2016	September 26, 2016	October 18, 2016	October 26, 2016	November 4, 2016	November 10, 2016	November 21, 2016
September 10, 2016	October 10, 2016	November 1, 2016	November 9, 2016	November 18, 2016	November 23, 2016	December 5, 2016
September 24, 2016	October 24, 2016	November 15, 2016	November 23, 2016	December 2, 2016	December 8, 2016	December 19, 2016

* 30/60-Day Advance notice is given prior to submission to DHR *or* at the time the RHF/RFQ is issued, whichever comes first. Original notice must be submitted to DHR.

* If the 30/60-Day notice lands on a weekend/holiday please plan on submitting your PSC request the prior business day to be in compliance with the required advance notice period.