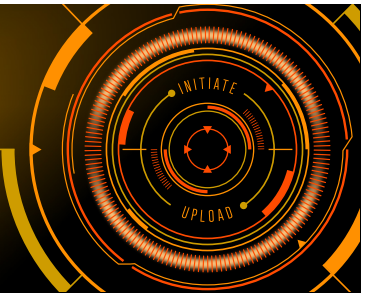


GSA BUSINESS SERVICES 2023 CALENDAR

SEE REVERSE SIDE FOR OUR LIST OF SERVICES



■ = Payday ☀ = Holiday

JANUARY						
S	M	T	W	TH	F	S
1	☀ 2	3	4	5	6	7
8	9	10	11	12	13	14
15	☀ 16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	☀ 20	21	22	23	24	25
26	27	28				

MARCH						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

MAY						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	☀ 29	30	31			

JUNE						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	☀ 19*	20	21	22	23	24
25	26	27	28	29	30	

* Dependant on final BOS approval per union

JULY						
S	M	T	W	TH	F	S
						1
2	3	☀ 4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

AUGUST						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER						
S	M	T	W	TH	F	S
					1	2
3	☀ 4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	☀ 10	11
12	13	14	15	16	17	18
19	20	21	22	☀ 23	☀ 24	25
26	27	28	29	30		

DECEMBER						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	☀ 25	26	27	28	29	30

SERVICES

Creative Services

Graphic design for print, web and mobile

Document Management

Create web portals for shared documents

Print-On-Demand

VCPrint – Online printing portal

Print2Mail

Automated presort mail and postage savings

Cross-Media Communications

Integrated publishing and response tracking across email, text, print, social media, and web

eForms

Develop online forms and workflows

Document Automation & API's

Connect and integrate document workflows to business applications such as: Microsoft Office, PowerBI, SharePoint, Service Now, DocuSign, and other county software applications

Business Transformation Assessment

Survey and rank automation and cost savings opportunities

Records Management

Physical and digital records storage

Scan Center

High volume document scanning of mail and business records

ventura.org/general-services-agency/business-support
DocuShare • VCPrint

GENERAL SERVICES AGENCY

LOGISTICS SOLUTIONS

SERVICES

Mail Center

Centralized USPS mail, package, and brown mail distribution

Shipping Services

Ship/Quote/Track
Managed delivery and rate shipping

Courier Services

Brown mail and package pickup and delivery

Inventory Management

Supply chain and logistics
Inventory receiving with barcode tracking, cycle counts and loss prevention
Service Now and work order integration

Loading Dock Services

Secure and safe receiving and bulk delivery
Freight services

Surplus

ventura.org/general-services-agency/surplus-property

ventura.org/general-services-agency/business-support