**Checklist for switching from Bid Law (KRS 424.260) to**

**the Kentucky Model Procurement Code (KMPC)**

District puts a Request to switch from Bid Law to the KMPC on the School Board Agenda for consideration and approval (See “Sample Request”).

School Board officially approves adopting the Kentucky Model Procurement Code under KRS 45A.343(1).

District coordinates with KSBA to draft new Board Procurement Policies/Procedures under the KMPC (KSBA has template documents).

District places this item (updating Procurement Policies/Procedures) on the School Board Agenda for consideration and approval.

School Board officially approves the new Procurement Policies/Procedures.

District trains appropriate staff on new Procurement Policies/Procedures.