**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.