

Personal Service Contracts

Personal Service Contracts (PSC) are defined (KRS 45A.690) as:

“... an agreement whereby an **individual, firm, partnership, or corporation** is to perform certain services requiring professional skill or professional judgment for a specified period of time at a price agreed upon.”

Professional services are defined (KRS 274.005) as:

“...any type of personal service to the public which requires as a condition precedent to the rendering of such service the obtaining of a license or other legal authorization...”

Utilizing the above definitions the following are offered as examples of what would constitute a personal service contract. PSC’s require approval by the Government Contract Review Committee, and no one shall begin work on a PSC until notification of the PSC is filed with the committee.

Personal Service Contract

Attorneys

Licensed Medical personnel (not employment agencies)

Auditing/Accounting

Architect/Engineer (managed by CCPA)

Consulting Services

Executive Search Firms

Insurance Adjusters

Others, where a license or legal authorization is required (contact Purchasing Division for determination)

Examples of (not all inclusive) Other Contracts (not PSC)

Maintenance contracts

Entertainers

Laundry

Hazardous Waste Removal

Air Medical Service

Towing

Temporary/Recruiting Service

Concessions

Bookstore

Honorariums

Expert Witnesses

Performing Artists

Visiting Speakers

Note: Software Development may or may not be subject to the Personal Service Contract process contingent on the work being performed. Contact Purchasing for questions regarding Software Development.