

## 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 (approved by Attorney General of Kentucky)

Licensed Medical personnel (not employment agencies)

Auditing/Accounting (approved by State Auditor)

Architect/Engineer (managed by CPMD)

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.