

University of Kentucky Purchasing Division	<u>Document Number:</u> 11-13	<u>Title:</u> Contract Numbering Sequences	Page 1 of 1
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The following numbering sequences are used for price contracts established within the Purchasing Division. These are assigned and maintained by the Bid Clerk.

UK-XXXX-YY	Used for all active solicitations for University price contracts. These may result from either an Invitation for Bids or Request for Proposal event. The YY portion of the number is the fiscal year in which the solicitation is conducted; the XXXX portion is the sequential number of the solicitation used for the contract.
UK- <u>8</u> XXXX	Used for Single/Sole Source contracts
UK- <u>9</u> XXXX	Used for GSA or other "mirror" type contracts
MA 758 XXXXXXXXXXXX X	Kentucky State Master Agreements, available for use by any state public entity
PA-XXXX-YY	Price Agreements established by individual Contracting Officers for contract purchases < \$100,000 per year. Each Contracting Officer develops/maintains their respective Price Agreement numbers.

Note: Outline Agreements (a.k.a., SAP Contracts) are numbered 46XXXXXXXXX with numbering assigned by SAP as created.