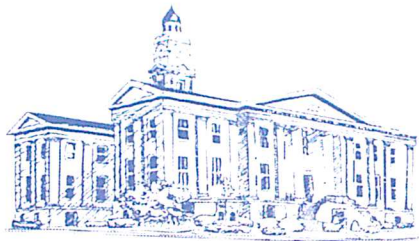


JANET TOWNSEND
DEPUTY JUDGE EXECUTIVE

DONNA BLACK
ADMINISTRATIVE ASSISTANT

FRANKIE FAULKNER
FINANCE OFFICER
ASSISTANT TREASURER

JERRY MADDEN
TREASURER
DIRECTOR OF FINANCE



CLARK COUNTY COURTHOUSE
34 SOUTH MAIN - ROOM 103
WINCHESTER, KENTUCKY 40391

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OFFICE OF THE
CLARK COUNTY JUDGE/EXECUTIVE
CHRIS PACE

INVITATION FOR BID PROPOSAL FOR
CLARK COUNTY CODIFICATION OF ORDINANCES

The County of Clark is applying for a Local Records Program grant from the Kentucky Department for Libraries and Archives for the purpose of formulating and codifying the county's ordinances.

The County of Clark solicits firm, not-to-exceed price proposals from codification services providers approved by the Kentucky Department for Libraries and Archives to complete the project described herein.

The County of Clark, with population of 36,000, currently has approximately 1,125 ordinances (and other legislative actions affecting the citizens at large), containing 11,250 pages.

The County of Clark desires the production of a Code of Ordinances that includes:

- 1) All ordinances required by Kentucky Statutes for a home rule city; (first class or home rule)
- 2) Sample drafts of ordinances covering the specific topics checked on the list on project description of this document;
- 3) Currently effective legislative actions of the county which do not fit into either of the categories in Items One and Two above and which are specifically applicable to the county.

NOTE: Ordinances of this nature enacted after the Invitation for Bid Proposal date are not part of this project and will be added as a supplement to the code at the county's expense.

It is the county's intention, following successful completion of this project, to repeal all previous ordinances or legislative actions covering codified subject matter and adopt by reference the Code of Ordinances produced by this project as its entire body of law.

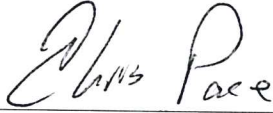
The successful offerer will:

- 1) Provide drafts of new ordinances needed as listed above;
- 2) Review all the county's currently effective legislative actions (ordinances, motions, resolutions, etc.), as submitted by the county, to provide an opinion on their relevance, consistency with state and federal law, accuracy, and adequacy;
- 3) Provide all needed editorial corrections including re-drafts of ordinances to correct problems noted in Item Two above;
- 4) Provide these services following the steps outlined in the Kentucky Department of Libraries and Archives' revised Codification Steps Policy for Cities memorandum, dated December 5, 2000;
- 5) **Provide services or materials within the term of the grant following the beginning of the FY 2020 and subsequent availability of state funds;**
- 6) Perform all work in accordance with applicable policies and regulations of the Kentucky Department for Libraries and Archives; and
- 7) Agree that the offer will be valid through July 31, 2019.



Written notification, from this county of the selection of a bid proposal **and** the signed, returned obligation statement shall constitute a legal obligation on the part of the offerer to provide the services as stated. Selection of a bid proposal is contingent upon the award of the Local Records Program grant and subsequent availability of state funds. The county shall incur no obligation for the preparation of any proposal and reserves the right to reject any and all proposals submitted in response to this invitation.

Written proposals must be received no later than April 1, 2019 to be considered.



Signature/Title

Chris Pace, Clark County Judge-Executive
Printed Name



Date

