

**§ 33.34 NEGOTIATED PROCEDURES.**

(A) Provisions of KRS 45A.370 - 45A.380 shall be followed.

(B) Negotiated procedures may be used instead of sealed bids, when the Commission, Mayor or their designated agent makes a written determination of a finding in compliance with:

(1) Competitive negotiations as defined in KRS 45A.370.

(2) Negotiations after competitive sealed bidding when all bids exceed available funds, as defined in KRS 45A.375.

(3) Non-competitive negotiations as defined in KRS 45A.380.

(C) One copy of the determination shall be submitted to the City Clerk and another copy placed in the file.

(D) When the prerequisites have been met for the use of negotiated procedures, the Commission, Mayor or their designee shall proceed to negotiate with one or more suppliers in order to obtain the most advantageous terms.

(E) The best negotiated proposal shall be submitted to the Commission for approval and the Clerk shall notify the person awarded the contract.

(F) The City Clerk shall prepare a record of all negotiated contracts, showing the items and quantities acquired, name of suppliers, cost and date of each contract.

**(Res. 1-13, passed 1-28-13)**