



## MEMORANDUM

**DATE:** February 5, 2026

**TO:** Kenton County Fiscal Court

**FROM:** Rachel Ackerson, Purchasing Manager

**RE:** Request for Approval to Solicit Bids for Office and Janitorial Supplies

The Kenton County Purchasing Department is requesting permission from the Kenton County Fiscal Court to proceed with solicitation of bids for Office and Janitorial Supplies. Our current contract with Federal Supply is set to expire March 12, 2026, with no remaining renewals.

Thank you for your consideration.