



November 1, 2023

RE: Sourcing Efforts Letter – **RFP 24-566 Human Resources Professional Services**

Dr. Angelica R. Collins,

Because the procurement process is constantly evolving and improving, the Purchasing Department has developed a new customer service feature. The Purchasing Department is now providing a summary of sourcing efforts to the internal client for **RFP 24-566 Human Resources Professional Services**.

The Purchasing Department's efforts include the website on September 21, 2023.

- 1) RFP 24-566 was posted to IonWave on September 21, 2023.
- 2) RFP 24-566 was advertised in the *Champion Newspaper* on September 21, 2023, and September 28, 2023.
- 3) Electronic notification sent to 50 vendors from the DCSD Vendor Bid List.
- 4) Electronic notification sent to 1,823 vendors through the State of GA Procurement Registry.
- 5) Electronic notification sent to 363 vendors through IonWave.

If you are aware of any additional sourcing engines, please let us know so we may include those in our process.

**Eleven (11) proposals** were reviewed and **six (6)** deemed responsive to the requirements of the solicitation.

Please feel free to reach out to me at 678-676-0120 with any questions or concerns.

Regards,

*Carla L. Smith*

Carla L. Smith  
Executive Director, Vendor Services

CLS\smg

c: Dr. Tekshia Ward-Smith  
Dr. Bernetta Jones