



October 11, 2023

RE: Sourcing Efforts Letter – RFP 24-550 Floor Covering Installation Services

Mr. Erik Hofstetter,

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 24-550 Floor Covering Installation Services.

The Purchasing Department's efforts include the website on July 27, 2023.

- 1) RFP 24-550 was posted to IonWave on July 27, 2023.
- 2) RFP 24-550 was advertised in the *Champion Newspaper* on July 27, 2023, and August 3, 2023.
- 3) Electronic notification sent to 25 vendors from the DCSD Vendor Bid List.
- 4) Electronic notification sent to 72 vendors through the State of GA Procurement Registry.
- 5) Electronic notification sent to 230 vendors through IonWave.

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

Two (2) proposals were reviewed and 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: Mr. Bobby Moncrief
Mr. Winward Hines
Mr. Demetrius Blount
Mr. Eddetric Morton