



October 30, 2023

RE: Sourcing Efforts Letter - **ITB 24-510 Catalog Discount - Locksmith Supplies**

Mr. Bobby Moncrief,

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 ITB 24-510 Catalog Discount Locksmith Supplies.

The Purchasing Department's efforts include the website on September 28, 2023.

- 1) ITB 24-510 was posted to IonWave on September 28, 2023.
- 2) ITB 24-510 was advertised in the *Champion Newspaper* on September 28, 2023, and October 5, 2023.
- 3) Electronic notification sent to 1 vendors from the DCSD Vendor Bid List.
- 4) Electronic notification sent to 409 vendors through the State of GA Procurement Registry.
- 5) Electronic notification sent to 156 vendors through IonWave.

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

Five (5) 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. Erick Hofstetter