



## Finance

September 20, 2023

RE: Sourcing Efforts Letter – ITB 24-467 Catalog Discount Lawn Equipment, Repair Parts, and Supplies

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 ITB 24-467 Catalog Discount Lawn Equipment, Repair Parts, and Supplies.

The Purchasing Department's efforts include the website on August 24, 2023.

- 1) ITB 24-467 was posted to IonWave on August 24, 2023.
- 2) ITB 24-467 was advertised in the *Champion Newspaper* on August 24, 2023, and August 31, 2023.
- 3) Electronic notification sent to 20 vendors from the DCSD Vendor Bid List.
- 4) Electronic notification sent to 493 vendors through the State of GA Procurement Registry.
- 5) Electronic notification sent to 172 vendors through IonWave.

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

One (1) proposal(s) 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