



January 8, 2025

RE: Sourcing Efforts Letter – RFP 25-752-004 Capital Improvement Program Planning and Management Services

Greetings Mr. Hofstetter,

Because the procurement process is constantly evolving and improving, the Purchasing Department has developed a new customer service feature. The Procurement Department is now providing a summary of sourcing efforts to the internal client for RFP 25-752-004 Capital Improvement Program Planning and Management Services.

The Procurement Department's efforts include:

- 1) RFP 25-752-004 was posted to IonWave on October 31, 2024.
- 2) RFP 25-752-004 was advertised in the *Champion Newspaper* on October 31, 2024, November 14, 2024, November 21, 2024, and November 28, 2024.
- 3) Electronic notification sent to 19 vendors from the DCSD Vendor Bid List.
- 4) Electronic notification sent to 1,208 vendors through the State of GA Procurement Registry.
- 5) Electronic notification sent to 667 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 two (2) 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\WFC

c: Mr. Keith Ball  
Mr. Hans Williams  
Mr. Fred Christopher