



March 5, 2025

RE: Sourcing Efforts Letter - ITB 25-519 CTAE Catalog Discount Bid

Ms. Stacy E Stepney,

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 25-519 CTAE Catalog Discount Bid.

The Purchasing Department's efforts include the website on January 30, 2025.

- 1) ITB 25-519 was posted to IonWave on January 30, 2025.
- 2) ITB 25-519 was advertised in the *Champion Newspaper* on January 30, 2025, & February 6, 2025.
- 3) Electronic notification sent to 53 vendors from the DCSD Vendor Bid List.
- 4) Electronic notification sent to 1257 vendors through the State of GA Procurement Registry.
- 5) Electronic notification sent to 767 vendors through IonWave.

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

Thirteen (13) proposals were reviewed, and twelve (12) proposals 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: Ms. Doriyane Gunter