



Finance

March 18, 2026

RE: Sourcing Efforts Letter – **RFP 26-720 Employment Matters Legal Services**

Mr. Eric Hilton,

Since the procurement process is constantly evolving and improving, the Procurement 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 26-720 Employment Matters Legal Services.

The Procurement Department's efforts include:

- 1) RFP 26-720 was posted to IonWave on January 22, 2026.
- 2) RFP 26-720 was advertised in the *Champion Newspaper* on January 22, 2026, and January 29, 2026.
- 3) Electronic notification sent to 13 vendors from the DCSD Vendor Bid List.
- 4) Electronic notification sent to 453 vendors through the State of GA Procurement Registry.
- 5) Electronic notification sent to 759 vendors through IonWave.

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

Seven (7) proposals were received and six (6) 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\SMA

c: Mr. Glinton Darien