

February 11, 2016

Dear Prospective Vendors:

Below is a link to the Central Procurement Office's surveying tool. We ask that you take a few minutes to complete this survey. The purpose of this survey is to strengthen procurement processes of the Central Procurement Office (CPO) by capturing Vendor/Bidder assessments of, and actionable comments on, the process put in place by the Central Procurement Office. We hope the survey results will help improve the bidding process by implementing improvements to CPO approaches, processes, and tools. To complete the survey, please go to the following link:

<https://www.surveymonkey.com/s/CPOCustomerServiceSatisfactionSurvey>

Where applicable please select the response that best describes the sourcing account specialist's work in each of the various areas of the procurement process. Select the "N/A" response for any question that is not applicable to your experiences with the Central Procurement Office in general or this procurement specifically. Additionally, if there are any concerns that you or others in your organization feel need to be dealt with immediately please contact *Chris Yarbrough at 615-741-2292*. Finally, it should be noted that your responses will remain anonymous, and will have **no** bearing or consideration in the awarding of this procurement.

Thank you,

Nancy Ternes
Sourcing Account Specialist
Central Procurement Office
William R. Snodgrass TN Tower - 3rd Floor
312 Rosa L. Parks Avenue
Nashville, TN 37243
Phone: 615-253-4008
Email: Nancy.M.Ternes@tn.gov