



August 18, 2022

Mr. Richard H. Ray, Jr.  
Starpoint, Inc. dba Starpoint Global Services  
1311 N. Second Avenue  
Siler City, NC 27344

Dear Mr. Ray:

This is to advise you that your company has been awarded the following items from Cobb County School District **IFB B2315, Document Conversion Service** as shown on the attached page.

This award is in accordance with the terms and conditions of the Invitation for Bid and with your pricing remaining firm from **August 18, 2022 through July 31, 2023** with an option to renew. This award letter is not an official order.

If you have any questions about this award, please contact **Daphne Farley at 770-429-5870 or [daphne.farley@cobbk12.org](mailto:daphne.farley@cobbk12.org)**. The Records Management Department contact is **Trisha Robider at 678-581-6836**. We appreciate your interest and participation in the CCSD solicitation process.

Sincerely,

A handwritten signature in blue ink that reads 'Barbara Bates'.

Barbara Bates, CPPB, NIGP-CPP  
Director of Procurement Services

df

cc: Accounts Payable  
Trisha Robider  
Thomas Marshall  
Kyle Matthews  
Mary Waymire

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IFB B2315, Document Conversion Service

Starpoint, Inc. dba Starpoint Global Services (Vendor PO Mailing #105089)

Vendor Contact Phone: (919) 923-1217

Vendor Contact Email: [richard@starpointusa.com](mailto:richard@starpointusa.com)

| Item #                                                                                     | Description                                | Unit of Measure | Unit Cost                                                                                                                                                                            |
|--------------------------------------------------------------------------------------------|--------------------------------------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1                                                                                          | Document Prep                              | Hourly          | \$14.00                                                                                                                                                                              |
| 2                                                                                          | Document Scanning                          | Per Image       | \$0.042                                                                                                                                                                              |
| 3                                                                                          | Data Entry – Indexing                      | Per Keystroke   | \$0.006                                                                                                                                                                              |
| 4                                                                                          | Create Electronic File from Scanned Images | Each            | \$0.00                                                                                                                                                                               |
| Additional Services                                                                        |                                            |                 |                                                                                                                                                                                      |
| Fee structure for additional, related services that may be needed during the award period. |                                            |                 | \$17.50/hour general lab<br>\$45.00/hour for any technical support outside of the scope of the scanning agreement as written<br>\$0 for formatting and delivery of data as described |