



Region XIV Education Service Center

1850 Highway 351
Abilene, TX 79601-4750
325-675-8600
FAX 325-675-8659

Thursday, December 8th, 2022

Softdocs SC, LLC
ATTN: Katie Olivier
807 Bluff Rd,
Columbia, SC 29201

Dear Katie:

Region XIV Education Service Center is happy to announce that Softdocs SC, LLC has been awarded an annual contract for Documents and Records Management on the proposal submitted to Region XIV ESC.

The contract is effective immediately and will expire on November 30th, 2025. The contract can then be renewed annually for an additional two years, if mutually agreed on by Region XIV ESC and Softdocs SC, LLC.

We look forward to a long and successful partnership underneath this contract.

If you have any questions or concerns, feel free to contact me at 325-675-8600.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Shane Fields', is written over a light blue horizontal line.

Shane Fields
Region XIV, Executive Director