



With respect to item # 1 of your request, the only potential responsive documents the ATI has are e-mails. ATI archives e-mails electronically (not hard copies). In order to search the ATI's archived e-mails to locate e-mails responsive to your request, the ATI will need to contract with an outside vendor. Attached is the estimate from the outside vendor to perform the services necessary to comply with your request. The ATI anticipates that it will take the vendor approximately 20 hours to complete the search for an estimated total of \$3,300.00. The vendor should be able to provide the ATI with the results within 2-3 weeks of beginning the assignment and it will take the ATI about 1 week to redact personal e-mails, if necessary, depending on the number of responsive e-mails. In addition to the estimated cost charged by the vendor to identify responsive e-mails (\$3,300.00), additional estimated charges to comply with your request are set out below:

- \$45.00 (labor costs to redact personal e-mail addresses; \$15/hour for an estimated 3 hours) if the responsive e-mails result in more than 50 pages that need to be printed and redacted.
- Total estimated costs: \$3,345.00.

Please note that this estimate is being provided to you pursuant to TPIA Section 552.231 and 552.2615, and your request will be considered withdrawn if you do not respond to the timeliness set out in Sections 552.231 and 552.2615 of the TPIA. Pursuant to TPIA Section 552.263, if you accept the estimated charges, the ATI will require a deposit in the amount of \$1,672.50 before we authorize the outside vendor to begin the search.

Lastly, please reply to this e-mail to confirm that e-mail is your preferred method of communication regarding this request, including the transmittal of this cost estimate. Please note that under the TPIA, you have a right to respond to this statement by mail, in person, or by facsimile transmission, if you prefer any of those methods of communication to e-mail.