



case study

San Francisco Legal Becomes Part of Law Firm’s Team to Streamline Onsite Data Collection and Production Set Review

PROJECT SUMMARY

Representing more than half of all companies listed on the Fortune 500, a leading law firm required outside technical assistance in a breach-of-contract case. In addition to onsite data collection, San Francisco Legal expertly culled data to client specifications, resulting in less than five percent of original data collected being converted to TIFF for production.

Breach of contract allegations can become a serious concern for any corporation. One of San Francisco Legal’s clients, a worldwide law firm with an impressive ranking, found themselves involved in such a case. With deadlines looming – and 120 gigabytes of data to review from 26 custodians – the pressure was on.

“At the time, we only had a partner, a junior associate and a paralegal assigned to the case,” said the law firm spokesman. “Plus, our technical support team was located in the Midwest – we definitely needed local support.”

While San Francisco Legal had worked successfully with the paralegal for several years,

DIGITAL FACTS

- Total data size: 120 gigabytes
- Forensic data collection from 26 custodians
- Culled data to client specifications, including date culling and keyword searching
- Ultimately, less than 5% of original data collection converted to TIFF for production
- Multiple production sets throughout case
- Attorneys invited onsite

“San Francisco Legal knows how to expertly handle huge data sets that involve complex data processing. From up-front consultative support to detailed project management, they were part of our team every step of the way. We’re very pleased that we made them an extension of our firm, and we wouldn’t hesitate to recommend their fine services.”

Spokesman, Law Firm

the partner was fairly new to the firm and did not know SF Legal well. The paralegal, however, went to bat for the litigation support firm.

“Everything on this project went very smoothly,” said the spokesman. “The partner on the case mentioned that he’d never experienced service of this high caliber before.”



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End-to-End Service is Key

San Francisco Legal provided end-to-end services, beginning with forensic data harvesting. Their project management team arranged the entire data collection process.

“San Francisco Legal was extremely professional and a true partner throughout the entire project,” said the spokesman. “At any point during data collection and culling, I could see a spreadsheet of the project’s status – with complete details.”

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Spokesman, Law Firm

San Francisco Legal also helped alleviate the strain and save the client significant money by providing them with repeated culling and key word searching of the data. Of the original 120 gigabytes of data, less than five percent was converted to TIFF for production.

“San Francisco Legal came up with creative solutions for reducing the data volume – including repeated date range and key word search culling. This made the process so much more cost effective. Plus, the data was much more manageable for our legal team to review.”

Open-Door Policy Pays Off

San Francisco Legal’s open-door policy also paid off as the client was invited onsite numerous occasions for database and production set review. The end result: An extremely streamlined and reliable experience that has created a very close partnership.

“With large production volumes and tight deadlines, there was typically a very short window

of time for the final review of productions by the legal team,” said the spokesman. “San Francisco Legal helped us get past this obstacle by inviting us to their offices. Before we even had San Francisco Legal burn a CD, we’d come down to review a production set. This made our job easier and more efficient.

“San Francisco Legal knows how to expertly handle huge data sets that involve complex data processing,” continued the spokesman. “From up-front consultative support to detailed project management, they were part of our team every step of the way. We’re very pleased that we made them an extension of our firm, and we wouldn’t hesitate to recommend their fine services.”

About San Francisco Legal

With extensive experience in all aspects of litigation support, San Francisco Legal uses a consultative, hands-on approach to assist clients at every step of the trial process. By offering turnkey document solutions and thorough, attentive service available around the clock, San Francisco Legal has grown to become the largest locally owned and operated legal support facility serving the Greater Bay Area – and beyond – since its founding in 1998.

Services include:

- Electronic Discovery
- Consulting
- Data Collection
- Imaging
- OCR
- Web Hosting
- Blowbacks
- Reprographics
- Software Training
- Concordance/Summation Resellers

More information about San Francisco Legal can be found at www.sanfranciscolegal.com, or by calling (415) 392-2900.