



Capability Statement

Summary

Automated litigation support encompasses a wide range of professional services and products that help attorneys acquire, organize, develop, and present evidence throughout the course of litigation, from pre-filing investigation, through complaint, discovery, and trial, through post-trial briefs and the appeals process. E-discovery Services will furnish administrative, logistical, professional, and technical labor, supplies, equipment, facilities, materials, and technologies necessary to provide a wide range of professional services and products through the course of litigation.

Business Address:

On The Record e-Discovery Services
PO Box 13037
Miami, FL 33101

Contact:

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Business Summary

On The Record e-discovery Services was created by litigation support professionals for litigation support professionals. With a combined 20 years of experience “in the trenches”, there is no situation in which we have not been exposed to. What this translates to clients is that there are no surprises during the scope of each project. We have experience in both the private and Government sectors defending and collecting millions of dollars for our clients and the U. S. Government. We develop customized proven work flows for our clients that guarantee favorable results.

NAICS:

541199-All other legal Services

Capabilities

Litigation support services provided include:

- (1) Document acquisition: document scanning, e-discovery processing;
- (2) Database creation;
- (3) Database utilization;
- (4) Electronic data acquisition and production;
- (5) Pre-trial and trial support;
- (6) Resource planning, implementation, and administration;
- (7) Specialized professional services;
- (8) Logistical, project management.

Expertise

Our Professional Staff includes a combined 20 years of experience with complex commercial litigation matters, specifically dealing with electronic data, document scanning, web-based document review and presentation at trials.



Capability Statement

References

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Relevant Software Certifications & Affiliations



- Concordance Advanced User
- IPro Suite
- Ipro eScanIT
- Law Pre-discovery suite

Memberships:

- Southern Florida Minority Supplier Development Council
- Florida Bar
- Dade County Bar
- ACEDS



ACEDS | ASSOCIATION OF CERTIFIED
E-DISCOVERY SPECIALISTS
A BARBRI Professional Association

