



Division of Public Affairs
777 Glades Road, ADM 101
Boca Raton, FL 33431
561.297.3020 phone

ESTIMATED COST INVOICE*

TO: Louis Leo, IV, Esq.
FROM: Rachelle Hollingsworth, Public Records Specialist
DATE: November 4, 2019
RE: Public Records Request (PRR 19-289)

Special Service Charges:

Information Technology fee: 16 hours @\$25.00** per hour \$400.00

**Please see *NOTE* below.

Description: This fee is for estimated time it will take the Office of Information Technology to perform a search of the email archive servers (Arcmail and O365) regarding your public records request for:

- all email communications containing the name "James Tracy" (including but not limited to subject line, body text and/or attachments) sent to and/or received by the following FAU email accounts between November 1, 2015 and December 1, 2017: (1) thayne@fau.edu; (2) rbethel3@fau.edu; (3) gdamone@fau.edu; (4) agale1@fau.edu; (5) [cowartt@fau.edu](mailto:cwartt@fau.edu); and (6) sbrammer@fau.edu

TOTAL ESTIMATED COST: **\$400.00****

****NOTE:** This fee is for the search of the email servers only. This does not include the cost of reviewing any emails that may be generated from the search. Depending on the volume of emails generated, there may be an additional charge for the time it takes to format, review and redact of potentially exempt material or non-public records from the emails, if any. I cannot provide you with an estimate of that amount at this time because I do not know how many emails, if any, will be generated after the initial search of the email archive servers. If you choose to pay for the search, and if the volume of emails produced requires an additional charge for review, I will provide you an additional invoice at that time.

*Please pay with a check or money order made payable to Florida Atlantic University
Florida Atlantic University follows Florida Gov. Ron DeSantis' Cost Recovery Policy –

www.flgov.com/cost-recovery-program/

***Fees are subject to change*