

iBridge LPO Managed Review Services

iBridge LPO performs the initial review and assessment phase of any project involving large scale amounts of electronically stored information (ESI) and other documents so you can focus on the vital strategic and substantive issues of the case to best represent your client. iBridge LPO offers highly cost effective, highly reliable document review and assessment support for all types of litigation including tort cases, class actions, complex litigation, white collar, SEC and other government investigations, and insurance defense.

iBridge LPO has extensive experience in litigation support, knowledge of the legal aspects of discovery, familiarity with advanced technological tools vital to managing terabytes of electronic information, and working relationships with other experts and entities within the litigation support space. This positions iBridge LPO to plan, execute, and manage document review projects quickly, reliably, and efficiently.

Most importantly, iBridge LPO brings a focus on carefully established processes that eliminate inefficiencies and bring quality assurance and defensibility to the discovery process. As part of the services, iBridge LPO provides customized technical support, process implementation and legal area expertise for each client's needs.

iBridge LPO's Managed Review team, methodologies, and processes are integrated to minimize risk, maximize defensibility, and provide flexible billing structure.

Initial Document Review includes:

- Privilege Review - documents subject to the "attorney/client" privilege as defined by client/lawyer rules
- Relevancy / Responsiveness Review - documents related to the discovery request
- Subject Matter Review - documents related to a particular issue
- Quality Control - Document tagging tracked for accuracy against client criteria
- Project Reporting— Quality, status, progress, and exception reporting
- Other E-Discovery Support - as needed for high volume or complex document projects

Core Strengths:

iBridge LPO offers these legal document review services in a world class manner by utilizing its core strengths: People, Process, and Technology.

People

- A team of in-house and contract attorneys who are thoroughly trained and experienced in document review best practices and all leading review tools
- The review team undergoes conflict checks, executes confidentiality agreements, receives case specific training, and is indoctrinated with the review project goals and process.
- Each review team is determined based on the overall amount of anticipated data, the estimated time needed to review the data and other relevant considerations, including deadlines and client criteria

Process

- A seasoned project manager will conduct an assessment, plan the project, establish work-flows, and manage the project to successful completion
- A dedicated core team provides customized technical support, process implementation and legal area expertise for each client's needs
- Workflow processes, key milestones, production goals are developed to ensure defensibility
- Standard and customized reporting are provided

Technology

- GLB, HIPAA & ISO 27001 compliant for all policies / procedures / processes
- Extensive reporting and Management Information Systems (MIS)
- High bandwidth internet connectivity
- Uninterrupted power supply
- Application sharing technology (such as a secure, internet-enabled, electronic whiteboard)
- Online, secure repository with disaster recovery and 24/7 reliable access
- Physical and network security
- Training and support for all leading document review platforms
- Virtual review room and video conferencing
- Client specific network connectivity

Benefits

- Flexible billing rates of our document reviewers are approximately one-third of the typical hourly rates. Fixed fee per document rates also available for predictability of costs
- Use of sound and defensible processes based on the rules governing the discovery process
- Increased productivity of in-house and outside counsel, who are able to spend more time on the substantive issues
- Planning and reporting creates the visibility into timing and budget required to complete discovery efforts
- No upfront expense required at your office to perform the task and no staffing ramp-up/ ramp-down costs to incur
- iBridge LPO review teams do what lawyers have difficulty doing or don't want to do

About Us:

iBridge LPO is a global legal services company headquartered in Portland, Oregon, specializing in the outsourcing and management of legal support services for US law firms and corporate legal departments. Our team is experienced in law, project management and the latest legal technology systems and applications. The company has world-class facilities and technology platforms providing secure, web-based communications and business record protection.