



Case Facts

AdamsGrayson's recent project focused on a merger investigation for a major, market-leading law firm in Washington, DC. The firm represented both parties to the merger, highly sophisticated technology companies who create products for use in a variety of consumer electronic devices, including mobile phones and portable navigation equipment.

While the normal issues surrounding mergers and acquisitions were at play, namely antitrust and market impact considerations, the Justice Department's Second Request also included questions dealing with highly technical matters, including past and future development of new technologies. In addition, the case took on an international dimension, as many competitors in the market for the relevant products are based overseas. The complex subject matter required a sizable review team, including dozens of foreign language reviewers, to analyze documents and determine their relevancy to the proposed merger.

The initial phase of the project was originally slated to involve 50 licensed contract attorneys over a four to six-week period. However, due to time constraints imposed by the firm's clients after the start of the project, the actual duration of the review was shortened to a mere *13 days*, and staffing ramped up to over *150* reviewers.

The vast majority of documents in the review were in electronic format, and Kroll OnTrack served as the online review tool. During the course of the project, over 750,000 documents were reviewed in just over 13,000 reviewer hours, comprising approximately 8 gigabytes of data. The review also included 8-10 boxes of paper documents, coded by a hand-picked break-out team in a separate environment at AdamsGrayson's 1100 15th Street document review facility (more information on the review site is available [here](#)).

AdamsGrayson Deliverables

AdamsGrayson's recruiting arm, LegalSource, staffed the entire project at our review facility. The reviewers included:

- 110 licensed contract attorneys; and
- 45 Foreign Language reviewers, comprising 9 different languages, including Dutch, Finnish, French, German, Hebrew, Japanese, Korean, Mandarin, and Slovak.

Of the 45 Foreign Language reviewers, 38 were staffed by LegalSource within a 72-hour period. The remaining seven were recruited within 24 hours after the firm determined that it also needed Dutch and Slovak-speaking reviewers.

The review presented many different challenges, all met head-on by AdamsGrayson project managers and IT personnel. These included:

- Setting up customized review stations in 5 separate - but connected - environments for initial and add-on review teams;
- Staffing review teams in separate review environments, and ensuring consistency in delivering updates to the review teams as they became available;
- Assembling and delivering the resume, information sheet, conflicts form and confidentiality statement for each reviewer to the law firm;
- Coordinating 5 different training sessions, each including training in case subject matter, privilege, and Kroll OnTrack;
- Detailed timekeeping for over 150 reviewers, including submitting reports to the law firm on a 3-day cycle – with hours divided between two clients – calculated based on up to 8 different reviewer pay rates;
- Providing 24/7 project management, IT management, and facilities management and security for the duration of the project;
- Increasing bandwidth capacity at the site to meet the needs of the growing project, ultimately expanding to 10.5 megabits/second (equivalent to seven T1 lines);
- Batching documents to reviewers in the Kroll database;
- Providing catering for entire team during different phases of the project;
- Coordinating the duplication of different sets of review guidelines for entire review team; and
- Answering a multitude of logistical, administrative, and subject-matter questions from reviewers throughout the project.

After the initial phase of the review ended, at the law firm's request, AdamsGrayson's Project Management team assembled – in less than one hour – a team of 30 reviewers to complete the privilege log associated with the review. For the project's final phase, a hand-picked group of 10 reviewers, chosen by AdamsGrayson in consultation with the client, then completed the second review in one week's time, earning praise from many sources within the firm.

Conclusion

AdamsGrayson's recruiting and project management teams skillfully handled the challenges of a technically and logistically complicated document review. AdamsGrayson's flexibility in ramping up the review staff on short notice, ability to reconfigure the review facility to meet the demands of an accelerated project, and willingness to work literally around the clock to ensure that the review was completed on time, surpassed the expectations of their client while saving them valuable time and money.