

# LEX On Demand ♦ Statement of Capability



Engineering Document Solutions : Collection | Management | Preservation

## Services

- Document database design and development for preservation, compliance & legal review;
- Records management and document coding;
- SaaS (Web enabled) Document Review;
- Data collection and forensic data services;
- Data deduplication, near-deduplication, culling (by file type, time period etc) and filtering;
- Data analysis and data mining of large document populations ;
- Search Strategy consultation and design;
- Electronic data processing;
- Document Conversion including scanning & OCR.

## INTRODUCTION

LEX On Demand is a premier, nationwide technology company that focuses on innovative document management solutions and electronic data discovery services for corporations, government agencies, consultancies and law firms. In business since 1995, LEX On Demand is a privately held company headquartered in Northern Virginia with offices in Washington DC, Baltimore MD, Atlanta GA and Philadelphia PA.

LEX on Demand provides its clients with innovative, customized solutions using state-of-the-art technology combined with outstanding customer service and technical support. We work with clients to reduce cost, time and risk both after a case has been initiated and as a proactive measure in advance of litigations or requests for information from agencies such as the SEC or the DOJ.

LEX works with its clients to minimize the risk and reduce the costs associated with regulatory compliance and/or Electronic Data Discovery including the processing, management and review of large collections of data. LEX offers a full-range of services from the identification and collection of Electronically Stored Information (ESI), through analysis of the data to the processing of both ESI and of paper documents, to online review and document production (digitally and paper-based) and to data archiving. In addition, LEX provides high-level consulting, project management, technical support and the engineering of custom workflows together with the development of the technical solutions underpinning them, as required. LEX is experienced in dealing with documents in languages other than English (LOTE) and is certified with the US Department of Commerce European Union Data Protection Directive Safe Harbor program.

LEX On Demand's customers include petroleum engineering companies (e.g. Exxon Mobil, PRIDE), defense contractors (e.g. Lockheed Martin), Government (e.g. US Government Printing Office) and financial institutions (e.g. Freddie Mac, Regions Bank) along with top global law firms (e.g. White & Case, Skadden Arps, Troutman Sanders, King & Spalding, Willkie Farr, Paul Hastings) and consulting practices (e.g. Ernst & Young).

What sets LEX on Demand apart is our in-depth understanding of the technologies surrounding document management and the organization, analysis and searching of unstructured data, together with our ability to engineer the complex workflows needed to create and manage large scale document databases, combined with our many years of experience in the legal, regulatory and compliance domain. LEX On Demand also distinguishes itself by its ability to engineer customized solutions to meet the particular needs and requirements of individual clients that are cost-effective, efficient and have high rates of adoption.



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## NAICS Codes

541199 All Other Legal Services  
541511 Custom Computer Programming Services  
541512 Computer Systems Design Services  
541519 Other Computer Related Services  
541611 Administrative Management and General Management Consulting Services  
541614 Process, Physical Distribution, and Logistics Consulting Services  
541618 Other Management Consulting Services  
561410 Document Preparation Services  
561439 Other Business Service Centers (including Copy Shops)  
519190 All Other Information Services

## SERVICES

- Document database design and development for preservation, compliance or legal review;
- Records management and document coding;
  - Web/Sharepoint enabled document coding, Coding database creation and administration
- Data collection and forensic data services
- Data deduplication, near-deduplication, culling (by file type, time period etc) and filtering;
- Data analysis and data mining of large document populations including communication flow, email thread analysis, social networking and population analysis;
- Design of search strategies for large document sets and other unstructured data including searching by keywords, concept and contextual approaches;
- Electronic data processing including metadata & text extraction, imaging, data conversions, special data type handling e.g. Lotus Notes, Bloomberg;
- SaaS (Web enabled) Document Storage & Review
  - Review database design & development
  - Custom reporting of review status and reviewer productivity
  - Document productions
- Imaging & OCR Services.

Figure 1 : LEX Captivate—web enabled document coding

USER: Test Executive  
DEPARTMENT: Executive Committee  
Wed Sep 09 2009

LogOn/Off | Data Entry | Edit Data | Review Data | Reports | Document Types

**ADD Document : LEX10000567**

Description:

Custodian:

Project Nos.: 

- PRJ29112321
- PRJ29112322
- PRJ29112323
- PRJ29112324
- PRJ29112325
- PRJ29112326
- PRJ29112327
- PRJ29112328
- PRJ29112329
- PRJ29112330

Document Type:

Request No.:  1  2  3  4  5  6  7  8  9  10  
 11  12  13  14  15  16  17  18  19  20

**Document : LEX10000567**

Description:  
Custodian:  
Project Nos.:  
Document Type:  
Request No.:



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## Clients

- Transportation Companies e.g. Amtrak;
- Petroleum engineering companies e.g. Exxon Mobil, PRIDE;
- Defense contractors e.g. Lockheed Martin;
- Government e.g. US Government Printing Office;
- Financial Institutions e.g. Freddie Mac, Regions Bank;
- Global Law Firms e.g. White & Case, Skadden Arps, Troutman Sanders, King & Spalding, Willkie Farr, Paul Hastings;
- Consulting Companies e.g. Ernst & Young.

## RECENT PROJECTS

### Transportation Company: ARRA Database Creation & Management

LEX On Demand is working with the General Counsel of a Transportation Company to ensure that they meet the ARRA requirement for transparency reporting by designing, developing and managing a central preservation database for all ARRA related documents together with workflows and protocols for the collection, coding and processing of the documents across multiple document and email management systems.

### Major Defense Contractor: Document Collection Analysis

LEX on Demand is working with a Defense Contractor and their legal team on a case which has required analysis and assessment of the documents collected by each of the parties, together with processing of the documents and uploading them into a secure database for review by both the corporate and their counsel.

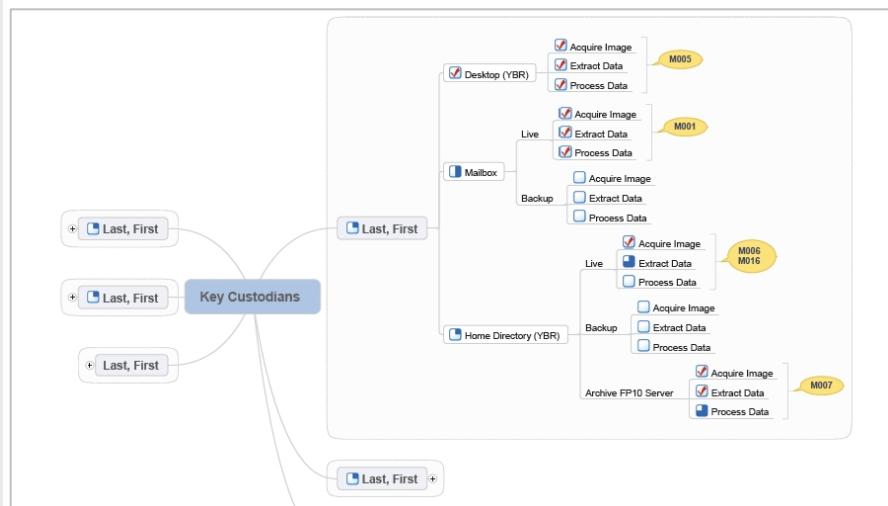
### HealthCare Provider: Document Collection, Database Design & Hosting

LEX On Demand is been working with a Health Care Provider and their outside legal counsel to comply with a DOJ subpoena requiring the handover of a significant volume of records, documents and emails pertaining to a particular time period. LEX has worked with the IT team to identify all data stores, (document management systems, file servers, email servers, desktops and laptops etc.), producing data maps by location and by individual. LEX forensically collected the data identified as responsive to the subpoena, processed it and uploaded it into a secure database, making it available online (using a SaaS solution) to the provider and their legal team.

### International Oil Co.: Document Indexing, Searching and Production

A four year, worldwide investigation of an Oil Company which required processing, hosting and searching of over 8 TB of native files and the production (to tiff or to paper) of retrieved documents.

Figure 2 : Example of a LEX Data Map



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## Expertise

- Document database design and management;
- Consultation on data identification, collection and preservation for compliance or litigation;
- Records management, document coding and coding value administration;
- Process design for multi-system document collection;
- Workflow design and operational deployment for ESI collection, preservation and review;
- Analysis of unstructured data such as emails and office documents including file type analysis, conversational thread analysis, communication flow and social network analysis, clustering;
- Document search strategy development and consulting.

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## KEY PERSONNEL

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### David Tomaszewski, Founder; President and Chief Executive Officer

In 1995, David Tomaszewski founded LEX Business Solutions which later grew into LEX On Demand. Drawing upon years of previous experience in the industry he led LEX through strong and steady growth for over a decade. As a result of Mr. Tomaszewski's founding vision and commitment to ensuring that LEX be an industry leader, the privately held company experienced 33% average annual growth during the first 10 years of existence. Mr. Tomaszewski holds a B.A. in Marketing from Indiana University of Pennsylvania.

### Helen Campbell, Chief Operating Officer and CTO

Dr. Campbell has a career in technology management that spans 26 years, including positions as Vice President of Software Products with EarthWeb Inc., CTO for Thompson Financial Services SDP and CTO for LaserShip Inc. In addition, Dr. Campbell has been the COO of Silver Plum.com, an e-commerce retail business. During Dr. Campbell's 8 year tenure with LaserShip, she produced numerous market leading applications for distribution and logistics management. Dr. Campbell holds her PhD. in Information Science from The City University, London.

### Lynda Anderson, Managing Director of LEX On Demand DC

Ms. Anderson is leading sales and business development activities for LEX On Demand's Corporate National Accounts Team. Ms. Anderson brings more than 14 years experience in the legal profession, primarily in the management of complex litigation and investigations with specialized expertise in electronic discovery and electronically stored information (ESI) management, including e-discovery readiness and compliance. She is a subject matter expert in cost modeling and control for e-discovery.

### Moin Peera, Director of Operations

Mr. Peera has nine years of experience in systems analysis and design, process engineering, new product development, project management and program management. Prior to joining LEX, Mr Peera was a Senior Project Manager with Capital Legal Solutions where he led the development of their online review software and built and managed an off-shore development team. Mr. Peera holds a B.S. from MHSS, College of Engineering in Bombay and a graduate diploma in finance from IGNOU in New Delhi.

### John Aarnio, Director of Workflow Engineering

John Aarnio has over eight years experience in the provision of Electronic Data Discovery services, has worked on some of the largest EDD projects in the industry and has been directly responsible for production of several thousand eDiscovery projects. He has worked closely with both Corporations and Law Corporations to design efficient and effective workflows, methodologies and technical solutions to meet the needs of individual cases and legal teams.



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