

Biographical Info: Rick Albee

[illegible]

NOTE: Designation as an expert witness or other Section 2034 purposes requires a signed and funded DataChasers® Attorney's Retainer Agreement or Service Agreement. Counsel is liable for any usage and is subject to DataChasers® standard Fee Schedule.

Curriculum Vitae, Richard Albee

DataChasers® is a registered trademark of DataChasers, Incorporated , CDCA License 20551

[illegible]

- IACIS Certified Forensic Computer Examiner.
- IACIS Certified Forensic Computer Examiner Program Coach/Trainer.
- IACIS Certified Electronic Evidence Collection Specialist.
- IACIS Advanced Seizure and Processing of DOS & Windows OS Certification.
- IACIS Advanced Forensic Network Essentials Certificate.
- IACIS Advanced Unix Training Certificate.
- HTCN Advanced Certification, Computer Crime Investigator.
- HTCN Advanced Certification, Computer Forensic Technician.
- ACFS Certified Fraud Specialist.

- Masters of Public Administration, University of Southern California.
- Bachelor of Science, Police Administration, California State University.
- P.O.S.T. Command College, et al.

My experience with computer forensics runs the gamut from individual PCs to major corporations (references available), and includes every level and scope of examination. I have consulted to both public and private organizations, and maintain a complete computer forensics laboratory. I have extensive litigation experience as an expert witness, and Special Master to Federal Court. For additional information, please see our website: www.DataChasers.com.

- ACFS (Association of Certified Fraud Specialists),
- ASIS (American Society for Industrial Security),
- BAR ASSOCIATION, Riverside County, California,
- CALI (California Association of Licensed Investigators),
- FEWA (Forensic Expert Witness Association) of California, Board Member (State & Local),
- FCA (Forensic Consultants Association), Orange and San Diego Counties.
- HTCC (High Technology Crime Consortium),
- HTCIA (High Technology Crime Investigation Association),
- HTCN (High Technology Crime Network),
- IACIS (International Association of Computer Investigative Specialists),
- PIHRA (Professionals In Human Resources Association),
- SCFIA (Southern California Fraud Investigators Association), et al.

This curriculum vitae is directed to issues concerned with the forensic examination of computers. Please feel free to contact me for additional information and/or a complete résumé.

NOTE: Designation as an expert witness or other Section 2034 purposes requires a signed and funded DataChasers® *Attorney's Retainer Agreement* or *Service Agreement*. Counsel is liable for any usage and is subject to DataChasers® standard *Fee Schedule*.

Shipping computers is a common occurrence. There is little reason for concern, as long as certain guidelines are adhered to.

- **SELECTING A CARRIER:** Selecting a carrier depends on your specific needs and the circumstances. E.g., both FedEx and UPS offer good service, but one's pickup, or overnight service may be quicker than the other. Use a reputable carrier or courier. Always put additional shipping labels under a flap or inside the box.
- **PACKING MATERIAL:** Static electricity is not your friend. Do not pack HDDs (hard drives) in Styrofoam or Styrofoam peanuts or similar material that holds static electricity. Use bubble-type wrap or medium density foam packing. Do not use shredded paper—it compacts.
- **HARD DRIVE SHIPPING:** Do not use packing material that holds static electricity. Ship HDDs in an anti-static bag, completely surrounded by about two inches of a suitable packing material. Carriers frequently have boxes available at no cost. Most carriers do not charge by the size of box, only by the weight, so use a large enough box to accommodate sufficient packing material... ***It is always best to error on the side of caution.*** Never ship a HDD in an envelope—NEVER!
- **LAPTOP COMPUTER SHIPPING:** Do not use packing material that holds static electricity. Two to three inches of suitable packing material, completely surrounding the laptop, should be sufficient. Use a sturdy enough box to protect the equipment, and sufficient packaging tape to make sure it is secure. Always ship the **AC power supply** with a laptop computer.
- **TOWER COMPUTER SHIPPING:** Do not use packing material that holds static electricity. Depending on the type and weight of the computer, five to six inches of suitable packing material, completely surrounding the computer, is not too much, and may not be enough. Use a very sturdy box, and sufficient packaging tape to make sure it is secure.

Rule of thumb: The heavier the item you are shipping, the more packing material is required to protect it.

Free shipping (and return) of hard drives for examination:

Many of our clients prefer to ship the media to DataChasers® for imaging and examination. DataChasers® is pleased to provide free packing materials and shipping for the delivery and return of all HDD (hard drive) media once a basic Agreement is entered into. Please contact us for additional information.

1. **ALL SERVICES ARE CONTINGENT ON A SIGNED SERVICE AGREEMENT AND ADVANCED RETAINER.** The retainer is based upon the quoted hourly rate, presumes the accuracy of the client's description of the specified computer system and the requested scope of the examination and will be sufficient to fund that examination and any probable expenses.
2. **BASIC FEE SCHEDULE, PER ALLOCATED HOUR** (all categories are sans extenuating circumstances):
 - a) Forensic Computer Examinations, Base Fee \$250
 - b) Hard Drive imaging (copying) with compression, image verification, and backup to DVD: Up to 80GB = \$850; cost for larger hard drives is based on the quoted hourly rate, per hour.
 - c) Servers, generally (imaging, extraction and processing) \$290 to \$500 (software critical)
 - d) Selected non-profit organizations (15% discount)
 - e) Consultant Services (computer forensics, training, security, et al) \$300
 - f) Data recovery (computer crash recovery) \$100 triage, then quoted cost given
 - g) Driving time reductions and Travel Considerations See #4 below
 - h) If extenuating circumstances exist (see #3 below) Variable: \$280 to \$400 (sans servers)
 - i) Expert Witness testimony (includes any court related presence, appearance, depositions, or testimony) is \$350.00 per hour, four(4)-hour minimum each day, paid prior to or upon arrival, plus expenses/travel.
 - j) Professional courtroom presentations/graphics (see #7 below) \$290
3. **EXTENUATING CIRCUMSTANCES** include but are not limited to the type of case; extended responsibility (e.g., Special Master, etc.); working conditions (e.g., poor environment; hours, weekends/holidays/late-night); rush orders; specialized forensic services required; and other anomalies or extraordinary circumstances. Extenuating circumstances for Servers is POR.
4. **DRIVING TIME AND TRAVEL** Considerations:
 - a) Travel (driving time) over .8 hour (48 minutes) each way is halved (e.g., one hour travel is billed as half-an-hour).
 - b) Mileage is \$0.45/mile, rounded to closest 10-miles; meals per-diem is \$50.00/day or portion thereof.
 - c) All air travel is no less than *Business Class* rates unless otherwise agreed upon.
5. **RETAINER FOR A STANDARD LEVEL EXAM** is generally \$2,500.00/hard drive, sans extenuating circumstances; may be adjusted to accommodate specific requirements; and must be funded prior to depletion, as no service is rendered in arrears.
ATTORNEY RETAINER ONLY—requiring no other services (see form) is generally \$500.00; NOTE: Designation as expert (in any capacity) requires an *Attorney's Retainer Agreement* or *Service Agreement* being in effect.
6. **ACCOUNT BILLING FACTORS:**
 - a) All billing is done in tenth of an hour increments, or portion thereof; six minutes equals one-tenth (.1) of an hour. Once commenced, a four (4) hour minimum is applied to all examinations/services; including any service requiring preparation and/or travel that is cancelled within 24 hours of the scheduled departure/service.
 - b) A two-tenth (.2) minimum may be applied to each communication (telephone/e-mail/etc.).
 - c) A written report is generally two (2) hours minimum (e.g., forensic exam, deposition analysis, etc.).
 - d) Analysis/review of written reports/documents/depositions, etc., is three (3) minutes/page minimum.
 - e) Hourly charges and applicable expenses are the allocated hours/expenses per examiner.
 - f) Remuneration is based on a combination/accumulation of examination time and computer run-time.
 - g) The client may receive an account statement on request, and understands that no service is rendered in arrears.
 - h) The client will be advised if anything alters the anticipated retainer (e.g., atypical hardware, software, unanticipated requirements made by client, or other changes that increase the original estimate).
7. **PROFESSIONAL COURTROOM DISPLAY** presentations created to accommodate the specific needs of each individual case; to effectively, and simply, explain the methodology of computer forensics to a jury with no computer knowledge.
8. **CASES ARE ASSIGNED ON A FIRST-COME-FIRST-SERVED BASIS**; rush orders are an extenuating circumstance.
9. **REGARDING STORAGE, RETENTION, AND DISPOSITION** of Client's data/media/property (items), and/or work product/s:
 - a) Beyond ninety (90) days after DataChasers last (most recent) services rendered or the settlement of DataChasers invoice, whichever date comes first, all items shall be subject to a \$50.00/item monthly retention/storage charge.
 - b) Beyond one-hundred and twenty (120) days after DataChasers last (most recent) services rendered and Client's account still having an unpaid balance, all items shall be considered abandoned and shall be disposed of as DataChasers® sees fit and DataChasers® is under no obligation to give prior notice to Client.

10. **RETURNED BANK ITEMS:** Client will be charged a minimum of \$50.00, or an amount up to and including the legal limit for any and all returned bank items, regardless of the reason the funds did not clear the bank.
11. **DATA CHASERS® RESERVES THE RIGHT TO REFUSE SERVICE**to anyone, or any entity, for any or no reason.

(©1999-2005 DataChasers® Inc., 05-0629)