



OFFICE OF THE VICE PRESIDENT FOR LEGAL AFFAIRS

Open Records Section

PO Box R • G4800 • Austin, Texas 78713-8918 • 512-471-8300 • FAX 512-471-7742
<https://legal.utexas.edu/open-records-request> • publicinformationrequest@austin.utexas.edu

September 14, 2021

VIA EMAIL

Ms. Megan Fletcher
117501-59640423@requests.muckrock.com

Re: Estimation of Costs to Fulfill Request; UT Austin ORR No. 1927

Dear Ms. Fletcher:

This letter relates to your request for information that was received by The University of Texas at Austin on August 12, 2021, which was modified on August 30, 2021, to seek:

All communications between [Jay Hartzell, Sharon L. Wood, Darrell Bazzell, C. Martin Harris, James Davis, or J.B. Bird] regarding the university's plans for its mandatory COVID-19 testing policy since July 20, 2021.

We have determined that fulfilling your request will result in the imposition of a charge that exceeds \$40. Therefore, we are providing you with this cost estimate as required by section 552.2615 of the Texas Government Code. The estimated costs associated with your specific request are as follows:

Itemized List of Charges:

Description	Qty x Price	Total
Labor minutes (\$15/hr.)	341 x \$0.25	\$85.25
Overhead charges	20% of \$85.25	\$17.05
Total cost		\$102.30

The estimated charges exceed \$100.00; therefore, as allowed by section 552.263(a) of the Texas Government Code, we require a deposit of 50% (\$51.15) before starting work on your request. Upon receipt of payment, The University estimates it will take approximately ten business days to produce all of the requested information.

Please be advised that your request will be considered automatically withdrawn if you do not notify us in writing within ten business days from the date of this letter that you either:

- (a) accept the charges;
- (b) wish to modify your request; or
- (c) have sent to the Open Records Division of the Office of the Attorney General a complaint alleging that you are being overcharged for the information you have requested.

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You may deliver your response by any one of the following means:

In person at:
Office of the Vice President for Legal Affairs
Peter T. Flawn Academic Center, Suite 438
2304 Whitis Avenue
Austin, Texas 78712

By U.S. mail to:
Attn: Open Records Coordinator
Office of the Vice President for Legal Affairs
The University of Texas at Austin
P.O. Box R
Austin, Texas 78713-8918

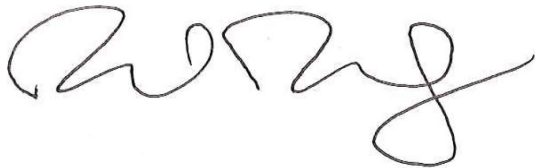
By facsimile to: (512) 471-1255

Via e-mail to: publicinformationrequest@austin.utexas.edu

This is a preliminary estimate. If this office later determines that the estimated charges will exceed the charges detailed in the attached, itemized statement by 20% or more, this office will provide you with an updated, itemized statement upon inspection. There is a less expensive way for you to obtain this information. You may view the information in person at our offices. If you choose to view the information in person, please let us know so that we can schedule a time when it will be convenient for you to come.

You may contact me directly at (512) 471-3567 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bob Davis', written in a cursive style.

Bob Davis
Open Records Coordinator