



Harry Cooper &lt;coop.7th@gmail.com&gt;

## Request for Itemized Invoice, Scope Reduction, and Fee Waiver for CORA Request #2024-401

1 message

Harry Cooper &lt;coop.7th@gmail.com&gt;

Mon, Dec 9, 2024 at 4:56 PM

To: PuebloCO@request.justfoia.com

Dear City Clerk,

I hope this message finds you well. I am writing to follow up on my recent Colorado Open Records Act (CORA) request submitted on November 18, 2024, identified as CORA Request #2024-401 concerning both my initial CORA request (CORA Request #2024-363) and my criminal records request (CCJRA-2024-379).

Firstly, I appreciate the update and the estimated costs provided for fulfilling this request. To gain a clearer understanding of the expenses involved and to ensure transparency, I respectfully request an itemized invoice that outlines the specific costs associated with processing CORA Request #2024-401. Please include the following details:

Hourly Rates: Detailed information on the hourly rates charged for each category of staff involved (e.g., records personnel, IT staff, legal advisors).

Time Spent: The exact number of hours allocated to each task, such as searching for records, reviewing for redactions, compiling documents, and any other relevant activities.

Task Descriptions: Clear descriptions of the tasks performed by each staff member or department in relation to my request.

Additional Expenses: Any other expenses incurred during the processing of my request, including materials, software, or administrative fees.

Having a comprehensive breakdown will enable me to better understand the cost structure and ensure that the fees are justified and in compliance with CORA regulations.

Additionally, to manage and potentially reduce the associated fees, I am willing to narrow the scope of my request. Specifically, I propose the following

## adjustments:

Limiting the Subject Matter: Focusing on specific keywords or topics relevant to my request.

Reducing the Timeframe: Narrowing the date range of the records requested.

Specifying Parties: Identifying by name and email address the sending or receiving parties involved in the communications.

Implementing these adjustments could help decrease the retrieval and review time, thereby reducing the overall costs.

Furthermore, I would like to formally request a fee waiver for this CORA request. Considering that the information sought serves the public interest and promotes governmental transparency, I believe a waiver is appropriate under CORA guidelines. Please inform me of the criteria and process for applying for a fee waiver, and if additional information is needed to support this request.

Please provide the itemized invoice and respond to my fee waiver request at your earliest convenience. If there are any forms or additional information required from my side to process these requests, kindly let me know.

Thank you for your cooperation and assistance in this matter. I look forward to your prompt and favorable response.

Sincerely,

Harry Cooper  
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