



LITIGATION SUPPORT: A Small Firm Case Study

VPS Litigation Support for Small Firms

Virtual Paralegal Services (VPS) provides agile and experienced paralegal services for day-to-day assistance, large projects, and specialized needs – allowing clients to focus on what's really important.

VPS's professional litigation team provided me with the on-demand, senior level resources I needed, enabling me to focus on the more substantive legal issues of my case. Their responsiveness, accessibility, and availability throughout the case were invaluable.

- David J. Shapiro, Esq.

Summary

VPS provided The Law Offices of David J. Shapiro, P.C. with litigation support services for a commercial litigation case in federal court. The case stemmed from the failed software implementation of a warehouse management, order management, and purchase order system built by an IBM division. VPS assisted Mr. Shapiro, representing the plaintiff, with discovery, pre-trial, and trial support during the 5-week, jury trial which resulted in a \$39M judgment in plaintiff's favor.

Challenges

The case presented numerous challenges including having to navigate more than 300,000 records, more than 8 expert witnesses, identify and publish approximately 2,500 trial exhibits, and meet some very tight filing deadlines. In addition, having been transferred from a national firm to Mr. Shapiro's firm, it required a mastery of numerous records databases set up by others.

How VPS Helped

VPS's on-demand team, with as many as 5 litigation professionals working at once, assisted Mr. Shapiro with the following:

- **Discovery:** Managed discovery through the Concordance platform; setup Concordance databases; received and loaded opposing party document productions; tagged and created plaintiff document productions; produced to opposing counsel via SFTP
- **Exhibits:** Tagged, organized, stamped, and published trial exhibits to opposing counsel and court; reviewed and prepared joint exhibit list; coordinated and worked with opposing counsel on plaintiff and joint exhibit lists
- **Trial Prep:** Organized, printed, and assembled trial binders and exhibit indexes; collaborated with in-house counsel on record productions; prepared deposition designations
- **Trial Support:** Located and provided records and exhibits as counsel requested; published exhibits to opposing counsel and court; worked with court technician to ensure exhibits were available and ready to display in court

