FOIA RESPONSE FEE ESTIMATE

Name of Person Requesting Information:
Date submitted to the FOIA Coordinator:
5 day due date:
10 day due date:
Best efforts estimate when records will be available:
Pursuant to Section 4(1) of the FOIA (MCL 15.234), the Board of Trustees may recoup the labor costs of search, duplication, mailing, labor, redaction, etc., in responding to your request. With respect to your request for said information, you will be responsible for actual duplication costs including, but not limited to copying costs of not more than \$0.10 per page.
Based on the nature of your request it is anticipated that the total fee to be charged in responding to your request will exceed \$50.00. Accordingly, the Board of Trustees requires a good faith deposit of [50% or 100%] of the total estimated fee before providing the requested records. Below, please find a detailed itemization of the estimated fees that lists and explains the charges of the six (6) fee components listed in Section 4(1) of the P.A. 442 of 1976 (MCL 15.234).
<u>LABOR COSTS</u>
Estimated Search Cost: \$ (\$ per hour; # of hours) The portion of the labor costs associated with the necessary search, location and examination of the requested public records, at a cost of the hourly wage of the lowest-paid employee capable of searching for, locating, and examining the requested records. Labor costs for this portion of the fee are charged in 15 minute increments, with all partial time increments rounded down.
Estimated Review & Redaction Cost: \$(\$per hour;# of hours) The portion of the labor costs directly associated with the separating and deleting of exempt information from nonexempt information, at a cost of the hourly wage of the lowest-paid employee capable of separating and deleting exempt information from nonexempt information. Labor costs for this portion of the fee are charged in 15 minute increments, with all partial time increments rounded down.
Estimated Contracted Review & Redaction Cost: \$(\$per hour;# of Hours) Name of Contractor:
The cost of necessary contracted labor costs used for the separating and deleting of exempt information from nonexempt information at an hourly cost not exceeding an amount equal to 6 times the state's legal minimum hourly wage rate.

FOIA Form-3 Gen Adopted: 05/17/2017

Estimated Duplication Cost:	\$	(\$	per hour;	# of hours)	
The portion of the labor costs dire making paper or digital copies and of the hourly wage of the lowest-pathe requested records. Labor costs with all partial time increments round.	ctly ass transmind id emplor for this	ociated with tting those d oyee capable portion of th	the duplicati uplications, or e of searching	on or publication, including the public records, at a confor, locating, and examining	ng
Estimated Fringe Benefit Cost: The Retirement System may add us cover the cost of fringe benefits. So charge more than the actual cost of fringe benefits. If the Retirement So in its written response and the requested paper format or other form, the Ret than the 50% limitation, but not requested.	up to 50 ubject the ringe be yetem he ester the cirement	% to the ap to the 50% lenefits. Over as provided ereafter request System ma	plicable labor imitation, the rtime wages shathe applicable ests that the property utilize a frince.	charge to cover or partial Retirement System shall null not be used in calculating website address for a recoublic record be provided in age benefit multiplier great	lly not ng rd n a
Total Estimated Labor Cost:	\$				
	NON-	LABOR CO	<u>OSTS</u>		
Estimated Non-Paper Media Cos The actual and most reasonably econor similar media.			puter discs, co	mputer tapes, or other digit	tal
Estimated Copying Cost: Utilizing the most economical mean					ls.
Estimated Cost of Mailing Cost: The actual cost of mailing for sending manner.			s in a reasonab	ly economical and justifiab	ole
Subtotal Estimated Non-Labor C +	osts	\$	_		
Subtotal Estimated Labor Costs		\$	_		
Total Estimated Costs		\$	_		
Total Good Faith Deposit Requir	<u>ed</u>	\$	(Total Estima	ated Fee × 50% (0.50))	