



Construction Consultants • Forensic Expert Witnesses • Mediation

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MISSION STATEMENT

“OUR MISSION IS TO PROVIDE THE VERY BEST OF COST-EFFECTIVE PROFESSIONAL SERVICES TO OUR CLIENTS”

PHASE 1: PRE-DESIGNATION CONSULTING

1.1. EARLY CONSULTING TO COUNSEL

- 1.1.1 **Preliminary evaluation** of the case strengths and weaknesses;
- 1.1.2 **Timely recommendations** for the inculcation/exculpation of parties;
- 1.1.3 **Timely discovery** of all relevant documents;
- 1.1.4 **Witness depositions** and to assist counsel with questions for the deposition(s).

1.2. FORMING AN EXPERT WITNESS TEAM

- 1.2.1 **Consult with counsel regarding utilizing specific experts**, whether professional associates of MPGroup or outsourced experts to form a cohesive team;
- 1.2.2 **Upon formation of an expert witness team**, coordinate and oversee the work of each team member and report progress directly to counsel;
- 1.2.3 **Conduct team meetings**, as needed, and assist with the formation of contiguous opinions and the propriety for basis of opinions.

1.3. EARLY SITE INSPECTION(S)

- 1.3.1 **Before evidence degrades** or becomes altered;
- 1.3.2 **Recommend case file documents and photographs** needed for expert review;
- 1.3.3 **Advise counsel about using the cost-savings** of *digital documentation* provided to our office via our *File Transfer Protocol (FTP) Server*;

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PHASE 2: POST-DESIGNATION OF EXPERT WITNESSES

2.1. WORK UNDER THE DIRECTION OF COUNSEL

- 2.1.1. **Conduct a thorough and detailed review** of all documentation and photographs provided by counsel;
- 2.1.2. **Research all applicable** codes, standards, manufacturers' product recommendations, specifications, testing laboratory reports and other related technical data;
- 2.1.3. **Consult with other technical experts** as needed;
- 2.1.4. **Maintain awareness of the attorney/client privilege**, attorney work product ethics and avoid conflict;
- 2.1.5. **Maintain awareness of the rules of discovery**;
- 2.1.6. **Maintain awareness of cost factors charged** to the client and providing the most cost-effective services possible;
- 2.1.7. **Remain available to counsel** at all times via e-mail and telephone conferences;
- 2.1.8. **Communicate verbally with counsel**, unless instructed otherwise;
- 2.1.9. **Provide written reports only when instructed** by counsel to do so;
- 2.1.10. **Coordinate experts' work with counsel**, and avoid the "*run-away-expert*" syndrome;
- 2.1.11. **Coordinate important calendared events with counsel** and adjust schedules to accommodate;
- 2.1.12. **Demonstrative Evidence Creation** by detailed high-resolution forensic photographs and HD video fully documenting all relevant conditions present;
- 2.1.13. **Demonstrative Evidence Annotation** of documents and photographs illustrating relevant specifics;
- 2.1.14. **Demonstrative Evidence Production** as requested by counsel to consist of photographic prints and other document enlargements, in any size required.

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PHASE 3: ADJUDICATION

3.1. EXPERT TESTIMONY

- 3.1.1. **Work closely with counsel** for the preparation of the expert(s) for deposition(s), mediation, arbitration or trial testimony.
- 3.1.2. **Be prepared for the examination**, whether during mediation, arbitration or courtroom testimony;
- 3.1.3. **Organize all case file documents** and notes to enable quick access for responses to questions during examination;
- 3.1.4. **Have all opinions listed** with *sound basis* for each opinion;
- 3.1.5. **Expect the “unexpected.”**

Michael S. Poles GC, CM, RCI, DABFET, ACFE
PRINCIPAL | MPGROUP

REV: December 28, 2009