

November 13, 2015

VIA E-MAIL

Mr. Daniel Hamilton
Brown, Hay & Stephens, LLP
Email: dhamilton@bhslaw.com

RE: 15-FOIA-231 Davidoff Communications 3/7/2015 – 3/15/2015

Dear Mr. Hamilton:

We are in receipt of your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.* (“**FOIA**”).

I. Background

On October 30, 2015, we received your request for:

Copies of any and all communications, recommendations, and documents related to work performed by the firm Davidoff Communications on behalf of or in any way related to Metra, dated or occurring on or a date between March 7, 2015 and March 15, 2015. This request shall include but not be limited to: (1) any and all communications by and between Davidoff Communications (or any intermediary acting on or behalf of Davidoff Communications) and Metra staff, Metra Officials, Metra Officers, Agents of Metra, Metra Board Members (or any intermediary acting on or behalf of Metra staff, Metra Officials, Metra Officers, Agents of Metra, Metra Board Members), and (2) any and all recommendations and/or documents provided by or to Davidoff Communications, Metra staff, Metra Officials, Metra Officers, Agents of Metra, Metra Board Members)

(“**Request**”).

We contacted you on November 5, 2015, asking if you would consider narrowing down the scope of your Request to communications occurring between the dates of March 10 to March 12; because as previously mentioned in our October 21 email to you, the amount of email for this second week of March is voluminous. To review each document would be disruptive to the day-to-day operations of our department and inhibit our ability to process other FOIA requests. You responded to our email on November 6, stating that you were willing to accept the correspondence in smaller batches and narrowed the scope of your Request to the applicable communications between the dates of Saturday, March 7, 2015 - Tuesday, March 10, 2015.

In response to your Request, Metra is providing you with copies of communications from Tuesday, March 10, 2015. After performing a diligent search of Metra’s records, we have been unable to locate any records responsive to that portion of your request for communications on the dates of Saturday, March 7, 2015 – Monday, March 9, 2015.

Mr. Daniel Hamilton
Brown, Hay & Stephens, LLP
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If I can be of further assistance to you, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "K. E. Haton". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Kathleen E. Haton
Freedom of Information Officer
FOIA@metrarr.com

Attachment