



STATEMENT OF WORK (SOW)

Network Security Audit

For Allen County Schools
Prepared by Trivigil Inc.

1. Introduction

This Statement of Work (SOW) outlines the scope, objectives, deliverables, timeline, and cost for the Network Security Audit services that Trivigil will provide to Allen County School. This engagement aligns with the NIST Cybersecurity Framework (CSF) to ensure a secure, scalable, and high-performance network infrastructure that supports Allen County Schools 's mission, compliance, and operational efficiency.

About Trivigil

Trivigil Inc. is a cybersecurity partner with a focus on education, and as a small business, we are an ideal choice for organizations looking to support and collaborate with emerging enterprises. As a company committed to diversity and inclusion, we take pride in being a women- and minority-owned business, bringing unique perspectives and innovative solutions to the cybersecurity landscape. Our primary focus is on supporting education, working closely with institutions to enhance their cybersecurity posture, protect student data, and ensure a safe digital learning environment. Through tailored solutions, strategic guidance, and proactive risk management, we empower schools, colleges, and universities to navigate evolving cyber threats while fostering a secure and resilient education ecosystem.



2.Scope of Work

Trivigil will provide the following services:

A. Google Admin Console Infrastructure Audit

1. Google Admin Console Infrastructure Audit

- We will perform a security audit of ACS's Google Admin Console with a focus on:
 - Verifying compliance with Google's security best practices
 - Reviewing admin role assignments, multi-factor authentication (MFA), and third-party app access
 - Ensuring appropriate configurations to balance security with usability for students and staff
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B. Wired and Wireless Infrastructure Audit

1. External and Internal Network Security Review

- External Penetration Testing – Simulated attacks to identify internet-facing vulnerabilities
- Internal Network Testing – Evaluating lateral movement risks and privilege escalation
- Controlled Phishing Simulation – Measuring user awareness and response to simulated attacks

2. Firewall, Switch, and Wireless Configuration Review

- Assessing segmentation, encryption, and access control

3. Physical Security Review



- Validating access controls to network hardware and sensitive areas

4. Application Security Review

- Analyzing any locally hosted applications for common vulnerabilities
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C. Expert Oversight and Reporting

1. Expert CISO Oversight

- Infrastructure assessments by expert CISSP certified CISO

2. Reporting and Consultation

- Comprehensive Audit Report (technical and non-technical summaries)
- Executive Presentation of Findings and Recommendations
- Optional Follow-Up Consultation to support implementation of fixes



4. Project Timeline and Cost Proposal

Service Component	Unit Rate	Estimated Hours	Subtotal	Service Component
Expert CISO Oversight & Strategic Review	\$300/hour	20 hours	\$6,000	Expert CISO Oversight & Strategic Review
Google Admin Console Security Audit	Flat Rate	—	\$4,000	Google Admin Console Security Audit
Wired & Wireless Infrastructure Audit	Flat Rate	—	\$6,000	Wired & Wireless Infrastructure Audit
Internal Phishing Simulation	Flat Rate	—	\$2,000	Internal Phishing Simulation
Penetration Testing (External + Internal)	Flat Rate	—	\$10,000	Penetration Testing (External + Internal)



5. Payment Terms

Payment will be made in two installments, post-services rendered, based on the following schedule:

Invoice Timing	Amount Due	Description
Upon contract execution	\$14,000	50% of total project cost – kickoff and initial services
Upon final report delivery	\$14,000	50% of total project cost – post-assessment and report delivery

Total Project Cost: \$28,000

Payment Terms: Due upon Receipt

6. Assumptions & Responsibilities

Allen County Schools Responsibilities:

- Provide necessary network documentation and stakeholder access.
- Ensure availability of relevant personnel during assessment and implementation phases.
- Facilitate communication with third-party vendors if required.

Trivigil Responsibilities:

- Deliver services in accordance with industry best practices and NIST CSF.
- Maintain confidentiality and security of Allen County Schools 's data.
- Provide ongoing updates and reports throughout the engagement.

7. Confidentiality

Both parties agree to maintain the confidentiality of any sensitive information shared during the engagement. This obligation will survive the termination of this SOW.

8. Termination



Either party may terminate this SOW with written notice 30 days prior to the effective date of termination. Upon termination, the Client will pay for all work completed up to the date of termination.

9. Liability

The Provider shall not be liable for any indirect, incidental, or consequential damages arising from the execution of this SOW. The Provider's total liability shall not exceed the total amount paid by the Client under this SOW.

10. Entire Agreement

This SOW constitutes the entire agreement between the parties concerning the subject matter herein and supersedes all prior agreements and understandings.

11. Amendments

Any amendments to this SOW must be made in writing and signed by both parties.

Signatures

By signing below, both parties agree to the terms and conditions outlined in this Statement of Work.

Authorized Signatures:

For Allen County Schools:

Name: _____

Title: _____

Date: _____

For Trivigil:

Name: Farrah Elbaz

Title: Director of Operations

Date: 06/20/2025