Sample Statement of Work

Every document needs a subtitle...

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Contents

1 Background

Every project needs a background. Here's some lorem ipsum about the project.

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2 Proposed Solution

This wouldn't be a proposal unless it proposed something. We will re-architect the system into a series of robust robust components:

1. export, a script to export the data from access, validate it, refactor it into a logical format, then output it in plain-text format.
2. import, a simple, robust module to handle file uploads of the cleaned data, and efficiently import this data. It will do sufficient error handling to allow full automation.

As we perform the refactoring, we will rewriting the code to ensure it's documented, easy to test, and easy to update as future needs are identified.

2.1 Export component

- This will be a standalone script responsible for extracting data from source database, and cleaning it up as appropriate.
- The output format is human readable JSON files, with a logical, easy to understand structure
- Easy to verify output through manual inspection of output
- Include comprehensive automated tests to ensure output is correct

2.2 Import component

- Allows non-technical staff to upload already validated JSON files, and sync the target database accordingly.
- Assumes that input data is relatively safe, as it's produced via the export component
- Will be optimized to perform quickly; typical runs will be completed within 60 seconds
- Improved validation and error handling

2.3 Benefits of our solution

Here's some more **lorem ipsum** for you all. Nullam vitae imperdiet enim. Ut id ultrices leo. In dictum bibendum vestibulum. Donec lobortis condimentum mauris ac interdum. Duis bibendum molestie eleifend. Nunc non neque a neque ornare euismod non ut sapien. Morbi sed diam quis felis commodo vehicula ac et augue. Maecenas pretium justo sit amet imperdiet pharetra.

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3 Schedule and Budget

The work described in this mandate will take 300 hours to complete, to be performed within 6-8 weeks of the signing of this agreement.
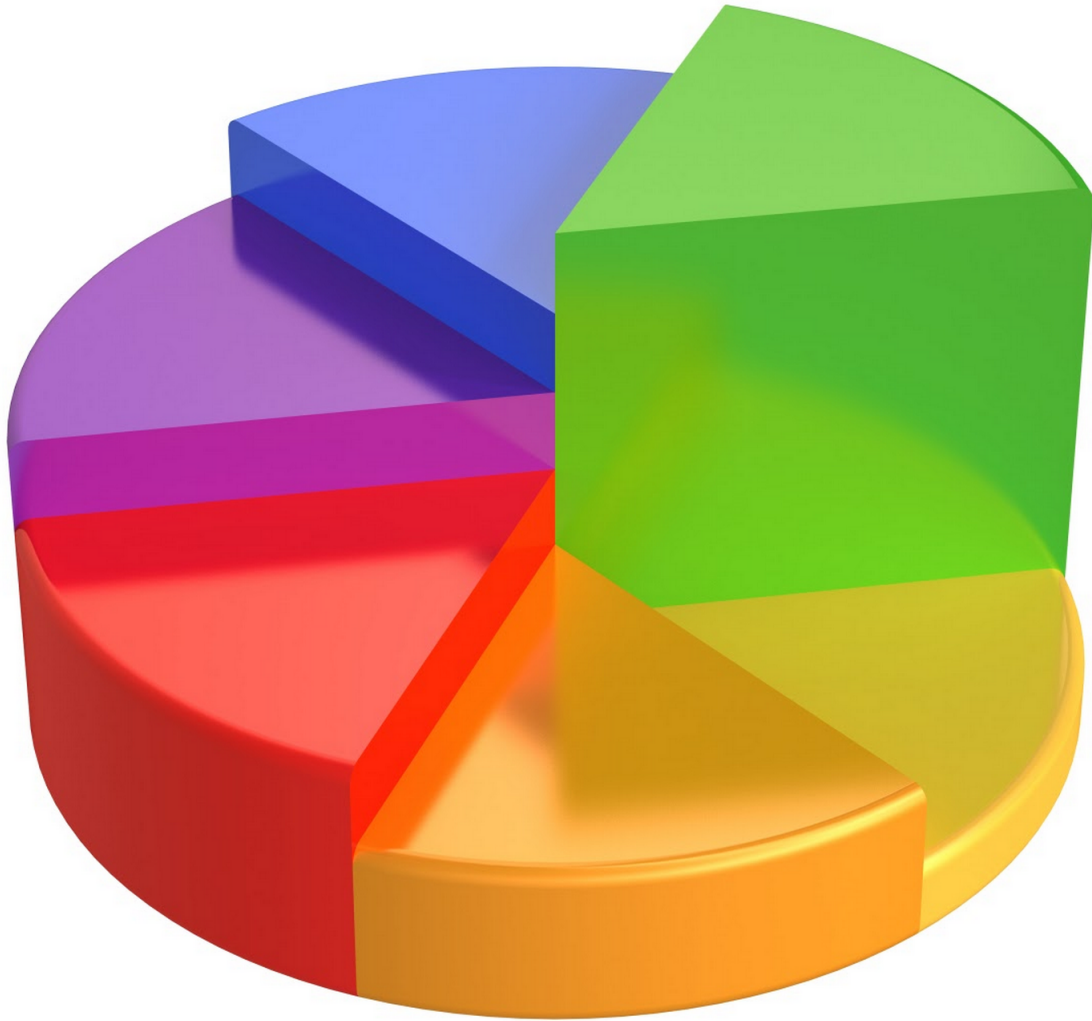
3.1   Table

Here is a schedule of the work:

gdocs-export:author	Alex
1	150
2	150

The following diagram should be on a separate page, to test page break:

3.2 Diagram showing how work is split

Every document needs a diagram!

4 Terms and Conditions

4.1 Staffing

Appropriate staff will be used for the execution of this project.

4.2 Relation to Other Agreements

This agreement is governed by the same terms and conditions as some other documents.

4.3 Language of Contract

Les parties ont convenu de rédiger cette entente en anglais. Parties have decided that this agreement be formulated in English.

5 Agreement

This document is a contract, and contracts must be signed.

Signed on behalf of **Client LLC**:

_____

Name and title

_____

Signature and date

Signed by Adam Smith, President of **Vendor Inc.:**

_____

Signature and date