

Statement of Work (SOW)

between

**Veteran Vectors and
BVG & Company Consulting**

Effective Date: XXX | Project Duration: 6 Months

Client and Contractor Information

Client Information	Contractor Information
Legal Name BVG & CO CONSULTING LLC	Legal Name VETERAN VECTORS
Representative STEPHEN HONAN	Representative ANTHONY PINTO
Location Eustis, FL	Location WYOMING

Project Overview

1.1 Project Background

BVG & Company currently operates a gap analysis workflow built on Microsoft Forms, Excel, Power Automate, and Power BI. This system experiences frequent breakages due to Excel-to-Power BI connection fragility, relies on 10+ siloed Power Automate flows with no version control, and has no pathway to deployment on classified networks (Secret/TS/SCI) where BVG's government clients operate.

The current system creates a single-operator knowledge dependency, lacks automated report generation, and cannot leverage AI/narrative features on classified networks due to internet egress requirements.

1.2 Project Objectives

- Eliminate dependency on fragile Excel-to-Power BI connections
- Centralize data in a scalable, cloud-native database
- Automate data ingestion and transformation processes
- Provide real-time analytics and reporting capabilities
- Ensure system reliability, security, and compliance with government standards

Scope of Work

2.1 Services to be Provided

Veteran Vectors will provide the following services as part of this engagement:

Architecture & Design <ul style="list-style-type: none">Technical architecture design across three classification tiers (Unclassified, Secret, TS/SCI)Database schema design (PostgreSQL) for surveys, responses, demographics, gaps, and reportsWorkflow design for 5 core automation processesGame Warden deploymentarchitecture and Helm chart development	Development & Build <ul style="list-style-type: none">n8n workflow development (5 workflows: Survey Distribution, Form Submission Handler, Data Processing & Analytics, Report Generator, Lifecycle Manager)Docker containerization (n8n, PostgreSQL 16, NGINX)Helm chart conversion for Kubernetes/Game Warden deploymentIron Bank image hardening and submission support for n8nIntegration with classified email relay systems	Compliance & Security <ul style="list-style-type: none">CMMC Level 2 / NIST 800-171 compliance implementationSTIG hardening for all container imagesSystem Security Plan (SSP) developmentPlan of Action & Milestones (POA&M) documentationSoftware Bill of Materials (SBOM) generation at each milestoneSection 508 / WCAG2.1 AA accessibility compliance	Testing & Validation <ul style="list-style-type: none">Unit and integration testing on unclassified environmentsTest script development for classified testing (executed by Client personnel)Real-time support during classified testing windowsUser acceptance testing coordination at March event
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Training & Knowledge Transfer

- Operator training sessions (1-2 sessions per milestone)
- Administrator documentation and runbooks
- Workflow modification guides
- Recorded walkthrough videos

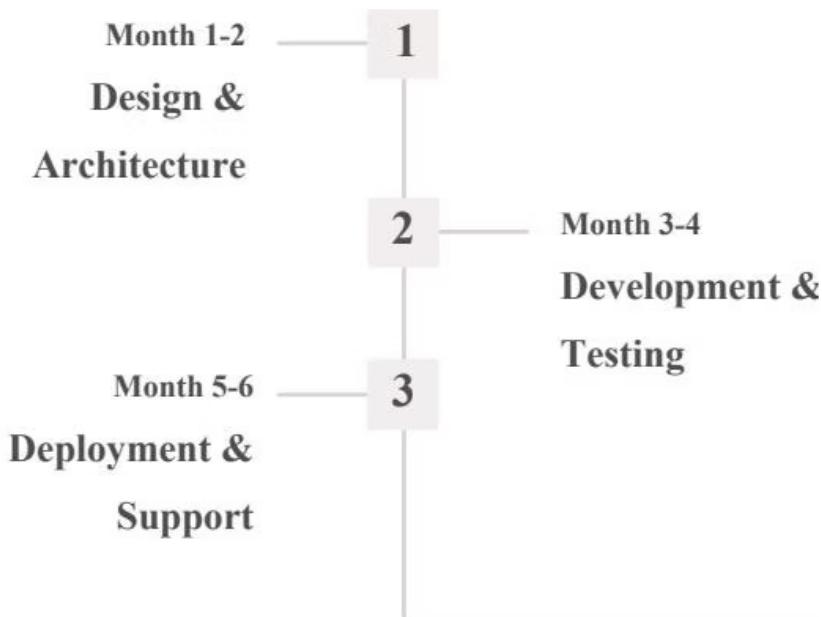
2.2 Out of Scope

- Ongoing maintenance beyond the 60-day post-delivery support period
- Training for end users beyond the initial training sessions
- Hardware procurement or infrastructure setup outside of AWS GovCloud
- Integration with third-party systems not specified in this SOW
- Custom feature development requested after project commencement without a formal change order

Deliverables

Veteran Vectors will provide the following deliverables as part of this project. Each deliverable includes defined acceptance criteria and delivery dates.

Deliverable	Timeline	Acceptance Criteria
Black MVP System	Month 2	End-to-end tests pass; successful March event UAT.
Deployment Packages (Yellow & Red)	Month 4 & 6	Successful deployment to Game Warden staging and AWS Top Secret Region.
Operator & Compliance Documentation	Months 2, 4, 6	Client operator can perform basic operations; client security team acceptance.



Project Timeline and Milestones

4.1 Project Duration

Project Start Date: [START DATE]

Total Duration: 6 months

Estimated Completion Date: 6 months from start

4.2 Project Phases and Milestones

The diagram illustrates the project timeline with three milestones and their associated phases:



Investment and Payment Terms

5.1 Project Investment Summary

Item	Amount
Development Milestones:	
MS1: Black MVP	\$35,000 - \$46,000
MS2: Red (Secret)	\$42,000 - \$52,000
MS3: Yellow (TS/SCI)	\$45,000 - \$77,000
Total Development Cost	\$122,000 - \$175,000
Monthly Maintenance	Client selects Option A or Option B (see Section 5.6)

5.2 Payment Schedule

VV Development Fee (\$60,000) — Milestone-Based:

Milestone Trigger	VV Fee Payment
Contract Award Signed	30% = \$18,000
MS1: Black MVP Accepted; March event UAT	25% = \$15,000
MS2: Red Operational; SIPRNet Deployment	20% = \$12,000
MS3: Yellow Operational; JWICS acceptance	25% = \$15,000

Tool Development — Milestone-Based:

Milestone Trigger	Tool Dev Payment
Contract Award Signed	20% of tool development estimate
MS1: Black MVP Accepted; March event UAT	30% of tool development estimate
MS2: Red Operational; SIPRNet Deployment	30% of tool development estimate
MS3: Yellow Operational; JWICS acceptance	20% of tool development estimate

Invoices will be issued upon completion and acceptance of each milestone.

Payment terms are **Net 30 days** from invoice date.

Additional Costs and Third-Party Services

5.3 Additional Costs and Third-Party Services

The project investment includes Veteran Vectors' professional services only. The following costs are the responsibility of the Client and are not included:

- Game Warden platform fees (\$3,000 - \$15,000/month depending on tier) AWS
- GovCloud / Secret / Top Secret Region compute costs
- Third-party software subscriptions (if any)
- Compliance assessment fees (if using external assessors)

5.4 Out-of-Scope Work and Additional Services

Any work that falls outside the defined scope in Section 2 will be considered out-of-scope and will be billed separately according to the following terms:

- Standard hourly rate: \$150 per hour
- Premium rate (urgent or after-hours): \$225 per hour
- Minimum billing increment: 0.5 hours

Out-of-scope work requires written authorization before commencement. See Section 8 for detailed change management procedures.

Late Payment Terms and Monthly Retainer Options

5.5 Late Payment Terms

- Late Payment Interest: If any payment due under this Agreement is not received within 30 days of its due date, Veteran Vectors shall be entitled to charge interest on the outstanding amount at the rate of 1.5% per month (18% annually).
- Suspension of Services: If any payment remains unpaid for more than 45 days after its due date, Veteran Vectors reserves the right to suspend all services until payment is made in full.
- Retention of Intellectual Property: Veteran Vectors shall retain all intellectual property rights in deliverables until full payment has been received.

5.6 Monthly Retainer Options — Starting Month 3

Client selects one of the following retainer structures. Retainer begins Month 3 when classified infrastructure is operational.

- OPTION A: Percentage of Monthly Infrastructure (15%)
 - Calculation: $15\% \times \text{monthly infrastructure costs}$
 - Black only: \$30/month retainer
 - Black + Red: \$750 - \$1,350/month retainer
 - All three tiers: \$2,100 - \$4,200/month retainer
 - Year 1 estimate (Months 3-12): ~\$17,000 - \$37,000
 - Best for: All-inclusive support that scales naturally with deployment footprint.
- OPTION B: Fixed Monthly Retainer
 - Calculation: Fixed monthly fee based on deployment tier
 - Black only: \$50/month retainer
 - Black + Red: \$1,500/month retainer
 - All three tiers: \$3,500/month retainer
 - Year 1 estimate (Months 3-12): ~\$20,000 - \$40,000
 - Best for: Predictable monthly costs for consistent support and planning.

Client Responsibilities & Acceptance Criteria

6. Client Responsibilities

Successful project completion requires active Client participation and timely fulfillment of the following responsibilities:

- Provide timely access and credentials for AWS GovCloud and all necessary classified and third-party systems. Designate a primary point of contact and provide timely feedback and approvals for project deliverables.
- Supply accurate and complete data, existing flows, and relevant documentation.
- Actively participate in testing and validation, including User Acceptance Testing (UAT).
- Ensure classified access for Veteran Vectors operators if using the backup testing model.
- Understand that delays caused by unfulfilled responsibilities may result in project timeline extensions and potential additional costs.

Acceptance Criteria

7. Acceptance Criteria

7.1 Deliverable Acceptance Process

Each deliverable specified in Section 3 will follow a formal acceptance process. Veteran Vectors will submit the completed deliverable with supporting documentation, and the Client will have 5 business days to review and provide either written acceptance or documented objections. Upon client acceptance, payment for the deliverable will be triggered.

7.2 Deemed Acceptance

If Client fails to respond within the 10 business day review period, the deliverable shall be deemed accepted. This provision does not apply to critical system failures or material non-conformance that was not reasonably discoverable within the review period.

7.3 Milestone-Specific Acceptance Criteria

MS1: Black MVP

- All 5 workflows execute end-to-end with sample data
- March event UAT completed with ~15 users
- No critical or high-severity bugs open
- Operator documentation reviewed and approved

MS2: Red Ops

- System deploys successfully to Game Warden staging
- All 5 workflows execute on SIPRNet with test data
- SSP and POA&M accepted by Client security team
- No external API calls detected (air-gap validation)

MS3: Yellow Ops

- System deploys successfully to AWS Top Secret Region
- All 5 workflows execute on JWICS with test data
- TS-specific compliance documentation accepted
- Transition plan reviewed and approved

7.4 Post-Delivery Support Period

Veteran Vectors will provide 60 days of post-delivery support following MS3 completion. This support includes:

- Bug fixes for issues directly related to the delivered solution
- Clarification on documentation and functionality
- Minor adjustments within the original scope

Support does not include: new feature development, integration with additional systems, changes to original requirements, or issues caused by Client modifications to the solution.

Change Management and Scope Control

8. Change Management and Scope Control

Changes outside defined scope require written change request with impact assessment. Additional work billed at \$150/hour or per agreed change order.

8.4 Scope Protection Mechanisms

- Proactive Communication: Veteran Vectors will notify Client immediately when any request appears to fall outside the defined scope.
- No Verbal Modifications: All scope changes must be documented in writing.
- Monthly Scope Review: Both parties will conduct monthly scope review meetings to ensure alignment.

Legal Terms & Protections

9. Intellectual Property Rights

Veteran Vectors retains full ownership of all pre-existing intellectual property, including its proprietary methodologies, frameworks, and software tools developed prior to this engagement.

Upon full payment, the Client will receive full ownership of all custom deliverables and project-specific code created specifically for them under this Agreement, including all associated intellectual property rights.

10. Confidentiality

Both parties agree to treat as confidential all non-public information disclosed during the project. This includes protecting such information with reasonable care, not disclosing it to third parties without prior written consent, and using it solely for the purposes of this Agreement, with access limited to authorized personnel. These confidentiality obligations will survive for three (3) years following the completion of the project, with standard exclusions applying for information that is publicly available or independently developed.

11. Data Protection and Compliance

Client is the data controller, and Veteran Vectors acts as the data processor, ensuring all data handling adheres to applicable data protection regulations and implements robust data security measures in line with industry standards.

11.1 Data Breach Notification

In the event of any unauthorized access to Client data, Veteran Vectors shall notify Client within **48 hours** of discovery and shall cooperate in investigating and remediating the breach.

12. Warranties and Limitations of Liability

Veteran Vectors warrants that services will be performed in a professional and workmanlike manner consistent with industry standards, and deliverables will substantially conform to documented specifications.

Except for specific exclusions, Veteran Vectors' total liability shall not exceed the total fees paid or payable by Client in the preceding 6 months. Neither party shall be liable for any indirect, incidental, special, consequential, or punitive damages.

13. Indemnification

Each party (Veteran Vectors and Client) agrees to indemnify and hold harmless the other from third-party claims arising from their respective gross negligence, willful misconduct, breach of confidentiality obligations, or intellectual property infringement related to their specific responsibilities and deliverables. This indemnification is subject to standard limitations, such as those related to modifications made by the indemnified party, combination with non-approved systems, third-party components, or compliance with specific instructions from the indemnified party.

14. Term and Termination

This Agreement commences on the Project Start Date and continues until all deliverables are completed and accepted, and the 60-day post-delivery support period has concluded, unless earlier terminated.

Either party may terminate for material breach by providing 30 days' written notice. Upon termination, the Client shall pay for all work completed through the termination date.

15. General Provisions

- Parties operate as independent contractors.
- 12-month non-solicitation for employees and contractors.
- Governed by the laws of the State of Wyoming.
- This Agreement constitutes the entire understanding between the parties.
- Any amendments or waivers must be in writing.

Authorization and Signatures

By signing below, the authorized representatives acknowledge they have read, understood, and agree to be bound by all terms and conditions of this Statement of Work.

For: BVG & CO Consulting LLC

Name

Title

Signature

Date

For: Veteran Vectors

Name

Title

Signature

Date

Effective Date

Appendix A: Third-Party Component Licenses

Component	License	Key Terms
n8n	Sustainable Use License	Self-hosted use permitted
PostgreSQL	PostgreSQL License	In Iron Bank
NGINX	BSD 2-Clause	In Iron Bank
Node.js	MIT	Runtime for n8n
Docker	Apache 2.0	Containerization platform

Appendix B: Estimated Year 1 Investment Summary

Category	Low Estimate	High Estimate
Development (one-time)	\$133,000	\$193,000
Infrastructure (Year 1)	\$116,560	\$250,240
VV Retainer (10 months, Option A)	\$17,000	\$37,000
VV Retainer (10 months, Option B)	\$12,000	\$12,000+

 **Note:** Infrastructure costs are billed directly by AWS and Second Front Systems (Game Warden) to Client and are pass-through.