



DAMP Lab

610 Commonwealth Avenue, 4th Floor, Boston, MA 02215



SOW **052** for Agreement to Perform Research Services for **Scott Gaines**

Date	Services Performed By:	Services Performed For:
01/28/2025	Trustees of Boston University DAMP Lab of Boston University 610 Commonwealth Avenue Boston, MA 02215	Scott Gaines Galagan Lab of Boston University 24 Cummington St Boston, MA 02215

This Statement of Work (SOW) contains price and time information as per the discussions between the Trustees of Boston University on behalf of the DAMP Lab at Boston University (hereinafter, "DAMP") and the potential client, to be officially reviewed and assigned by both parties. It contains the description of the services to be performed by DAMP, with relevant costs and terms, including scope of work, deliverables, and responsibilities of DAMP.

SOW **#052**, effective as of **01/28/2025** is entered into by and between DAMP and **Scott Gaines** and is subject to the terms and conditions specified below. The Exhibit(s) to this SOW, if any, shall be deemed to be a part hereof. In the event of any inconsistency between the terms of the body of this SOW and the terms of the Exhibit(s) hereto, the terms of the body of this SOW shall prevail.

Period of Performance

The total turn-around time is estimated to be within **2 weeks** from the start date. Therefore, the services herewith mentioned shall commence on **01/30/2025** and continue until **02/13/2025**.

Engagement Resources

The Services contemplated by this SOW shall be performed by the DAMP team, which shall include the following individuals:

Courtney Tretheway – Project Manager
Kristen Sheldon - Project Lead



Scope of Work

The scope of this service will be to run an already prepared pool of samples on a P1 flow cell at the DAMP Lab.

Deliverables

Raw sequencing data.

University Responsibilities

It is the responsibility of the University to provide regular and detailed updates about the Project and Project development, and to ensure that services are delivered on time with high-quality results and that the agreed number of service hours dedicated by the DAMP Lab team for the Project are rendered.

Client Responsibilities

The client is responsible for delivering a viable pool of samples to the DAMP Lab for processing as well as all sequencing data analysis.

Fee Schedule

This engagement will be conducted on a Project basis. The total value for the Services pursuant to this SOW is presented in the following table:

Service Description	Total Cost
P1 100 cycles NGS Run	\$1,438
Total	\$575*

*A significant discount was given as the client agreed to run on a recently expired flow cell.

Upon completion of the initial performance period, University and the Sponsor will have the option to renew this SOW for an additional then-stated project for those resources identified.

Bill To Address	Client Project Manager	Client Cost Center
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610 Commonwealth Avenue, 4th
Floor, Room 421, Boston – MA –
02215.

Courtney Tretheway

1245620000

Invoice Procedures

Sponsor will be invoiced for the Services. It is agreed by the parties that standard invoicing is acceptable. Payments are due upon receipt of such invoices.

Invoices shall be submitted in arrears, referencing this SOW Number to the address indicated above. Terms of payment for the invoice is due upon receipt by Sponsor of a proper invoice. University shall provide Sponsor with sufficient details to support its invoices, including list of services performed and justifications for authorized expenses, unless otherwise agreed to by the parties. Payments for services invoiced that are not received within 30-days from the date of invoice will be subject to a 5% penalty per calendar month.

Completion Criteria

University shall have fulfilled its obligations when any one of the following first occurs:

- University completes the Services described within this SOW, and Sponsor accepts such Services without unreasonable objections. No response from Sponsor within 2-business days of deliverables being delivered by University is deemed acceptance.
- University and/or Sponsor has the right to cancel the Services not yet provided with 20 business days advance written notice to the other party.

Project Change Control Procedure

The following process will be followed if a change to this SOW is required:

- A Project Change Request (PCR) will be the vehicle for communicating change. The PCR must describe the change, the rationale for the change, and the effect the change will have on the Project.
- The designated Project Manager of the requesting party (University or Sponsor) will review the proposed change and determine whether to submit a request to the other party.
- Both Project Managers will review the proposed change and approve it for further consideration or reject it. The parties shall determine the effect that the implementation of the PCR will have on SOW price, schedule and other terms and conditions of the Agreement. University and Sponsor will mutually agree in writing any charges for such consideration, if any. If the proposed changes are authorized and accepted by both parties, authorized representatives from both parties will sign the



PCR, which will constitute approval for the proposed changes. University will invoice Sponsor for any authorized changes.

- A written Change Authorization and/or PCR must be signed by both parties to authorize implementation of the proposed changes.

IN WITNESS WHEREOF, the parties hereto have caused this SOW to be effective as of the day, month and year first written above.

	Scott Gaines (sjgaines@bu.edu) Galagan Lab of Boston University			Trustees of Boston University
By:	<i>Scott Gaines Jr</i>		By:	<i>Courtney Tretheway</i>
Date:	Jan. 29, 2025		Date:	1/29/2025
Name:	Scott Gaines		Name:	Courtney Tretheway
Title:	PhD Candidate		Title:	Operations Director