Enterprise AI Architecture Sprint

Agreement Template

Parties This Agreement is entered into between **Scend Technologies, LLC** ("Consultant") and **[Client Legal Name]** ("Client").

Purpose The purpose of this engagement is to determine whether an enterprise AI initiative is justified, and if so, to define *what to build, why to build it, how it should be architected, and what risks or constraints must be addressed before implementation*. This Sprint is explicitly designed to reduce execution risk and prevent premature or mis-scoped enterprise AI development.

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1. Scope of Work

The Consultant will conduct a time-boxed **Enterprise AI Architecture Sprint** focused on analysis, planning, and decision support — not software development.

Included Activities

- Review of Strategic AI Roadmap findings (if applicable)
- Stakeholder interviews (executive, operational, and data owners)
- Mapping of current-state human workflows and system interactions
- Identification of the governing operational or data constraint
- Assessment of data availability, quality, and readiness
- Definition of AI-appropriate use cases and exclusions

Explicitly Excluded

- Software or model development
- Custom integrations or engineering work
- Vendor selection or procurement
- Long-term operational support

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2. Deliverables

At the conclusion of the Sprint, Client will receive the following written artifacts:

1. **Constraint Definition Brief** Clear articulation of the primary business constraint, why it matters, and what changes if it is resolved.

2. **Enterprise AI Architecture Plan** High-level target architecture describing human systems, data systems, and decision layers.

3. **Data Readiness & Risk Assessment** Inventory of required data sources, gaps, quality concerns, and assumptions.

4. **90-Day Build & Sequencing Plan** Recommended next steps, dependencies, and what should *not* be built initially.

5. **Go / No-Go Recommendation** Explicit recommendation to proceed, delay, simplify, or decline enterprise AI implementation.

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3. Timeline

- Sprint Duration: **30–45 calendar days** from kickoff
- Final Readout: Executive review session upon completion

Timeline assumes timely access to required stakeholders and materials.

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4. Client Responsibilities

Client agrees to:

- Designate an executive sponsor
- Provide reasonable access to relevant stakeholders
- Supply requested documentation, reports, or system descriptions
- Participate in review and validation sessions

Delays in participation may extend the Sprint timeline.

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5. Investment & Payment Terms

- Sprint Fee: **$[7,500–15,000] USD** (final amount agreed prior to kickoff)
- Payment Terms: **100% due prior to Sprint kickoff**
- Fees are non-refundable once the Sprint has commenced

This fee represents planning and architectural services only and does not include implementation.

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6. Independence of Future Work

This Sprint does not obligate Client to engage Consultant for any subsequent implementation or services. Any future work will require a separate written agreement.

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7. Confidentiality

All non-public information exchanged during the Sprint will be treated as confidential and used solely for the purposes of this engagement.

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8. Acceptance

By signing below, both parties agree to the terms outlined in this Agreement.

Consultant Scend Technologies, LLC

Signature: _____
Name / Title: _____
Date: _____

Client [Client Legal Name]

Signature: _____
Name / Title: _____
Date: _____