



STATEMENT OF WORK

Project Name:	Lewis County Auditor (Gabe Anzelini) / 6.12.26 / FRSecure	Seller Representative: Dan Krimer +1 (312) 5472368 dan.krimer@cdwg.com
Customer Name:	LEWIS COUNTY AUDITOR	
CDW Affiliate:	CDW Government LLC	
Subcontractor:	Liquid PC Inc	Solution Architect:
Date:	July 01, 2026	
Drafted By	Emily O'Neill	

This statement of work (“**Statement of Work**” or “**SOW**”) is made and entered into on the last date that this SOW is fully executed as set forth below (“**SOW Effective Date**”) by and between the undersigned, CDW Government LLC (“**Provider**,” and “**Seller**,”) and LEWIS COUNTY AUDITOR (“**Customer**,” and “**Client**,”).

This SOW shall be governed by that certain Sourcewell 121923-CDW Technology Products and Services with Related Solutions Agreement between CDW Government LLC and Sourcewell effective March 13, 2024 (the “**Agreement**”). If there is a conflict between this SOW and the Agreement, then the Agreement will control, except as expressly amended in this SOW by specific reference to the Agreement.

PROJECT DESCRIPTION

PROJECT SCOPE

ENGAGEMENT OVERVIEW

Proposed Solution	Purpose and Objective	Approximate Duration Start of project to report delivery
https://app.pandadoc.com/a/-/library/Q8MtEUHtXpseE9RoGWGKSk FACT vCISO Program - Security Risk Assessment - Security Program Roadmap - Virtual CISO Ongoing Support -T2	Access to expert security resources to identify risk, create a plan and get consulting help to build an effective and measurable security program	1 month 1 month after assessment delivery 12-60 months
Security Studio Portal Access	Visualize, measure and manage security program	Duration of the vCISO Program engagement

INFORMATION SECURITY RISK ASSESSMENT

Provider's information security risk assessment is meant to find the measurable baseline for Customers security posture and prioritize remediation efforts for the most impactful items. A security assessment is always the first step to building a functioning, measurable security strategy.



Item(s) and/or Service(s) Provided:

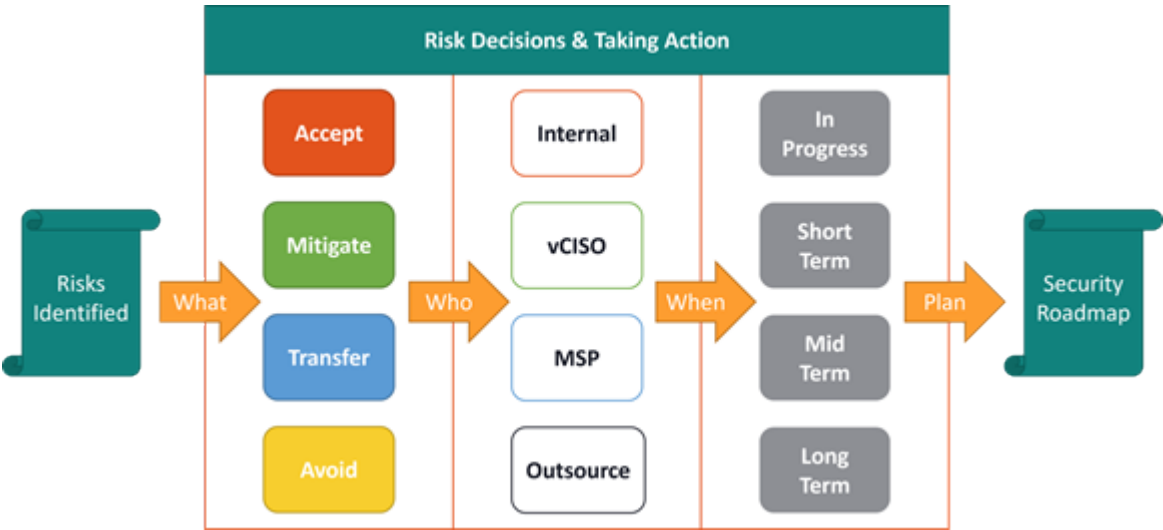
- Executive Summary Report
- Management Summary Report
- Full Report
- Action Plan



SECURITY PROGRAM ROADMAP

ENGAGEMENT SUMMARY

The primary purpose of the Security Program Roadmap is to empower Customer to be able to choose which tasks Customer want to take on and which tasks Customer want to assign to external resources, and provide a strategic Roadmap for completion of all tasks. All actions are measurable and easily communicated.



Improvement comes through putting the recommendations from the assessment into practice by:

- Making risk-based decisions about what to do with each recommendation.
- Assigning responsibility for actions that must be taken.
- Determining the priority for such actions and assigning deadlines/timelines.

Activities for the Roadmap are driven from the S2Org® assessment.

Provider's Analyst creates the initial roadmap (or plan) for Customers information security program over the next 12-18 months

ITEM(S) AND/OR SERVICE(S) PROVIDED:

- Roadmap Summary
- Roadmap Detail

SECURITYSTUDIO - S2ORG

A **simple, practical, and comprehensive** cyber **risk assessment tool** designed to help organizations **understand and improve** their overall cybersecurity health. Unlike tools that focus only on technology, S2Org looks at the *entire picture* including people, processes, physical security, and technical controls to provide a clear and measurable view of risk.

UNDERSTAND CUSTOMERS CYBERSECURITY BASELINE

S2Org measures Customers organization's current security posture using the **S2Score**, a standardized, easy-to-understand risk score. This gives Customer a true starting point for improvement, no technical expertise required.

Holistic – Covers all parts of information security, not just technology.

Measurable – Produces a consistent, repeatable S2Score that tracks improvement over time.

Actionable – Delivers a step-by-step roadmap to reduce risk.

Easy to understand– Built for business leaders, not just security professionals.



SIMPLIFY COMPLEX CYBERSECURITY CONCEPTS

Cybersecurity can be confusing. S2Org removes the complexity by breaking risk into four easy-to-understand areas:

- **Administrative controls**(policies, training, governance)
- **Physical controls**(locks, cameras, environmental protections)
- **Internal technical controls** (antivirus, device management, detection tools)
- **External technical controls**(network perimeter, scanning, external exposure)

GET A CLEAR ROADMAP OF WHAT TO FIX FIRST

After completing the assessment, S2Org automatically builds a **prioritized roadmap** highlighting the most impactful improvements Customer can make with the least effort.

This gives leadership and IT teams a shared, actionable plan instead of a long list of technical jargon.

COMMUNICATE RISK EFFECTIVELY

S2Org produces easy-to-read reports tailored for:

- **Executives,**
- **Boards,**
- **Auditors,**
- **Customers**
- **Internal teams**

Because these reports use the S2Score, everyone can see risk in the same, simplified way, supporting better conversations and better decisions.

FACT: PROVIDER'S ADVANCED CYBERSECURITY TEAM (vCISO) SUPPORT

Provider's vCISOs prioritize building positive, mutually beneficial relationships above all else. Provider believe that the right fit - both in terms of expertise and personality - is just as critical to a successful security program as the tasks themselves. Our commitment is to deliver value at every step and continuously advance Customers organization's security posture.

Provider committed to providing the right resources to help Customer achieve Customers unique security objectives. Provider understands that there's no one-size-fits-all approach to information security. That's why Provider focuses on building tailored security programs that align with Customers organization's specific needs, goals, and risk profile.

A typical vCISO engagement consists of the following approach.

STRATEGIC PLANNING MEETINGS:

- Collaborates with **executive leadership** to understand:
 - Business goals
 - Budget constraints
 - Available resources (bandwidth)
- Provides **actionable recommendations** based on the **strategic roadmap** aligned with **business objectives** and **risk findings**
- Track and **communicate progress** through key performance indicators (KPIs)
- Support roadmap execution by addressing internal and external stakeholder questions

WORKING SESSIONS:

- With the roadmap in place, the vCISO:
 - Assists in drafting **security policies** and educating the internal security team on their significance
 - Works with the internal security team as they **implement** risk mitigation controls
 - Acts as a **mentor** to internal security staff
 - Trains staff via **knowledge transfer**
 - Strives to improve **operational efficiency**
 - Advice from other subject matter experts at Provider when appropriate, based on the vCISO's guidance
 - Serves as a **trusted advisor**, offering guidance and support for ongoing security questions and challenges

OTHER WAYS THE FACT PROGRAM CONTINUES TO SUPPORT CUSTOMER

- Security program roadmap adjustments & guidance
- Knowledge transfer & mentorship
- Phone and e-mail support
- Policy templates and guidance
- Technology opinions and perspectives
- Board and executive presentations
- Access to specialty resources at Provider
- Security news & trending vulnerability updates

- Regulatory compliance guidance
- Help with interpreting the application of compliance requirements
- Client information security questionnaire support

ENGAGEMENT SCOPE DETAILS

Engagement	Scope	Kickoff Date based on SOW signature and availability
Security Risk Assessment and Roadmap - L2 - Number of users - Number of physical locations - Number of internal IP addresses Laptops/Workstations/Servers/Network Devices - Number of external IP addresses	Approximately 500 Employees 1 physical locations / Remote Approximately 1,000 internal addresses 0 Agent Scanning Licenses Approximately 20 external addresses Includes Internal and External Scans	1-2 months

ENGAGEMENT PLANNING

The success of this engagement will be assured by Customers Key Account Manager in partnership with our Information Security Experts and Project Management Team.

Provider encourages Customer to include the entire team in relevant communications, but please consider Customers Key Account Manager as Customers go-to for anything Customer need.

Every engagement begins with formal initiation procedures.

1. Introductions to respective teams and their roles in the engagement
2. Establishment of communication preferences
3. Confirmation of scope and service levels expectation
4. Confirmation of timing and constraints
5. Engagement completion expectations and due date for Item(s) and/or Service(s) Provided

SUPPORT TEAMTITLE

Key Account Management Team	Mid-Level Account Executive
	Solutions Architect
Executive Leadership Team	President
	Chief Financial Officer
	Chief Revenue Officer
Incident Response Team	In case of Information Security Incident

ENGAGEMENT INVESTMENT

FACT Program	Year 1	Year 2	Year 3	Year 4	Year 5
Risk Assessment - L2	✓		✓		✓
Update Risk Assessment		✓		✓	
Roadmap	✓	✓	✓	✓	✓
Vulnerability Scanning once every 3 Months*	✓	✓	✓	✓	✓
vCISO Services	✓	✓	✓	✓	✓
SecurityStudio Platform Access	✓	✓	✓	✓	✓
Incident Response Registration	✓	✓	✓	✓	✓
Incident Response Triage Call Access with IR Team	✓	✓	✓	✓	✓

*Missed scans do not carryover

ASSUMPTIONS

Provider will provide all of the materials required for the completion of this engagement. Provider will rely upon experience, testing, observation, and interviews with Customer employees to assess the completeness and effectiveness of Customer's information security program. Provider will follow all guidance provided by the previously referenced standards for the completion of the work.

Provider information security analyst will review a variety of information including, but not necessarily limited to prior working papers, reviews and current Customer diagrams, policies, processes, and procedures.

Assessments that have been conducted follow the standards as noted in the National Institute of Standards in Technology Cybersecurity Framework (NIST CSF), ISO/IEC 27002:2013 international standard, Center for Internet Security (CIS) Controls, & NIST Special Publication 800-53 (NIST SP 800-53).

Please note, failure by Customer to respond to repeated attempts at communications by Provider within ninety (90) days of initial communication of project initiation will result in project engagement closeout and Customer will be invoiced for full remaining balance due as described in this Statement of Work

Services not specified in this SOW are considered out of scope and will be addressed with a separate SOW or Change Order.

GENERAL RESPONSIBILITIES AND ASSUMPTIONS

- Customer is responsible for providing all access that is reasonably necessary to assist and accommodate Seller's performance of the Services.
- Customer will provide in advance and in writing and Seller will follow, all applicable Customer's facility's safety and security rules and procedures.
- Customer is responsible for security at all Customer-Designated Locations; Seller is not responsible for lost or stolen equipment, other than solely as a result of Seller's gross negligence and willful misconduct.
- Customer acknowledges that in order to efficiently and effectively perform the Services CDW may need to collect information from Customer's systems by using software tools developed or used by CDW ("Tools"). In some cases, these Tools will need to be loaded onto the Customer's systems to gather necessary information, and CDW may also use them to make changes in the Customer's systems consistent with the agreed upon scope. Tools will be used only for purposes of performing the Services and will be removed or automatically deleted when CDW has completed use of them. Customer hereby consents to CDW's use of the Tools as set forth in this paragraph.
- Upon completion of the Services, Customer is responsible for disabling or deleting all CDW coworker access credentials and completing any other necessary steps to ensure that access to all of Customer's environments has been permanently terminated for all CDW coworkers and contractors that were part of this engagement.
- This SOW can be terminated by either party without cause upon at least fourteen (14) days' advance written notice.

PROJECT MANAGER

Seller will assign a project management resource to perform the following activities within the Scope of the Project:

- Day-to-day project management.
- Project status meetings and reports on a regular cadence schedule based on agreement with stakeholders to include action items, tasks completed, tasks outstanding, risks, issues and key decisions.
- Provides project schedule or plan that details the schedule and resources assigned to the project. The schedule should align with the estimated project duration.
- Partners with Project Team and Customer to define the appropriate project management processes and procedures that will be followed. Ensures alignment between project outputs and outcomes and the Customer's goals and objectives.
- Provides effective leadership to the project team. Oversees completion of project and effectively manages scope, timelines, dependencies, risks, costs, and budgets.
- Facilitates Change Orders and administrative tasks, as necessary, leveraging Seller's project change control process
- Documents and distributes meeting notes/action items
- Coordinates and facilitates project closure meeting and project closure documentation.
- Creates and distributes escalation and contact lists
- Acts as the main Point of Contact to Customer, if requested

Upon completion of the Services, CDW will submit a Completion Document to Customer. Customer will return the Completion Document in accordance with its instructions within five (5) business days from the date of receipt thereof. If

Customer reasonably believes that CDW failed to substantially complete the Services in accordance with this SOW, Customer will notify CDW in writing of its reasons for rejection of the Services or any portion thereof within five (5) business days from Customer's receipt of the Completion Document. If CDW does not receive the signed Completion Document or written notification of the reasons for rejection within five (5) business days of Customer's receipt thereof, the absence of Customer's response will constitute Customer's acceptance of the Services and a waiver of any right of rejection.

CONTACT PERSONS

Each Party will appoint a person to act as that Party's point of contact ("**Contact Person**") as the time for performance nears and will communicate that person's name and information to the other Party's Contact Person.

Customer Contact Person is authorized to approve materials and Services provided by Seller, and Seller may rely on the decisions and approvals made by the Customer Contact Person (except that Seller understands that Customer may require a different person to sign any Change Orders amending this SOW). The Customer Contact Person will manage all communications with Seller, and when Services are performed at a Customer-Designated Location, the Customer Contact Person will be present or available. The Parties' Contact Persons shall be authorized to approve changes in personnel and associated rates for Services under this SOW.

CHANGE MANAGEMENT

This SOW may be modified or amended only in a writing signed by both Customer and Seller, generally in the form provided by Seller ("**Change Order**", "**Change Request**" or "**Project Change Request**"). Services not specified in this SOW are considered out of scope and will be addressed with a separate SOW or Change Order.

In the event of a conflict between the terms and conditions set forth in a fully executed Change Order and those set forth in this SOW or a prior fully executed Change Order, the terms and conditions of the most recent fully executed Change Order shall prevail.

PROJECT SCHEDULING

Customer and Seller, who will jointly manage this project, will together develop timelines for an anticipated schedule ("**Anticipated Schedule**") based on Seller's project management methodology. Any dates, deadlines, timelines or schedules contained in the Anticipated Schedule, in this SOW or otherwise, are estimates only, and the Parties will not rely on them for purposes other than initial planning.

The following scheduling scenarios that trigger delays and durations to extend beyond what's been planned may require a Change Order:

- Site preparation, such as power, cabling, physical access, system access, hardware/software issues, etc. must be completed in a timely manner.
- Project tasks delegated to Customer PMs/Engineers/Techs/Management/Resources must be completed in a timely manner. For example, in the event a project's prioritization is demoted, and Customer resources are reallocated causing the project's schedule to extend on account of experiencing interruptions to its momentum requiring complete stop(s) and start(s).
- External projects/dependencies that may have significant impact on the timeline, schedule and deliverables. It is Seller's assumption that every reasonable attempt will be made to mitigate such situations.

TOTAL FEES

The total fees due and payable under this SOW (“**Total Fees**”) include both fees for Seller’s performance of work (“**Services Fees**”) and any other related costs and fees specified in the Expenses section (“**Expenses**”).

Seller will invoice for Total Fees. Customer will pay invoices containing amounts authorized by this SOW in accordance with the terms of the Agreement. Unless otherwise specified, taxes will be invoiced but are not included in any numbers or calculations provided herein. The pricing included in this SOW expires and will be of no force or effect unless it is signed by Customer and Seller within thirty (30) days from the Date listed on the SOW, except as otherwise agreed by Seller. Any objections to an invoice must be communicated to the Seller Contact Person within fifteen (15) days after receipt of the invoice.

This SOW may include multiple types of Services Fees; please reference below Services Fees section(s) for further details.

SERVICES FEES

Services Fees hereunder are FIXED FEES, meaning that the amount invoiced for the Services will be \$306,130.00.

The invoiced amount of Services Fees will equal the amount of fees applicable to each completed project milestone (see Table below).

Milestone	Percentage	Fee
Year 1 Quarter 1	5%	\$15,306.50
Year 1 Quarter 2	5%	\$15,306.50
Year 1 Quarter 3	5%	\$15,306.50
Year 1 Quarter 4	5%	\$15,306.50
Year 2 Quarter 1	5%	\$15,306.50
Year 2 Quarter 2	5%	\$15,306.50
Year 2 Quarter 3	5%	\$15,306.50
Year 2 Quarter 4	5%	\$15,306.50
Year 3 Quarter 1	5%	\$15,306.50
Year 3 Quarter 2	5%	\$15,306.50
Year 3 Quarter 3	5%	\$15,306.50
Year 3 Quarter 4	5%	\$15,306.50
Year 4 Quarter 1	5%	\$15,306.50
Year 4 Quarter 2	5%	\$15,306.50
Year 4 Quarter 3	5%	\$15,306.50
Year 4 Quarter 4	5%	\$15,306.50
Year 5 Quarter 1	5%	\$15,306.50
Year 5 Quarter 2	5%	\$15,306.50
Year 5 Quarter 3	5%	\$15,306.50
Year 5 Quarter 4	5%	\$15,306.50
Totals	100%	\$306,130.00

EXPENSES

Seller will invoice Customer for Seller's reasonable, direct costs incurred in performance of the Services. Direct expenses include, but may not be limited to: airfare, lodging, mileage, meals, shipping, lift rentals, photo copies, tolls and parking. Seller will charge actual costs for these expenses. Any projected expenses set forth in this SOW are estimates only.

Travel time will not be billed for this project.

Travel Notice

Two (2) weeks' advance notice from Customer is required for any necessary travel by Seller personnel.

CUSTOMER-DESIGNATED LOCATIONS

Seller will provide Services benefiting the following locations (“**Customer-Designated Locations**”)

Location	Address
Lewis County	351 NW NORTH ST, Chehalis, WA 98532

SIGNATURES

In acknowledgement that the parties below have read and understood this Statement of Work and agree to be bound by it, each party has caused this Statement of Work to be signed and transferred by its respective authorized representative.

This SOW and any Change Order may be signed in separate counterparts, each of which shall be deemed an original and all of which together will be deemed to be one original. Electronic signatures on this SOW or on any Change Order (or copies of signatures sent via electronic means) are the equivalent of handwritten signatures.

CDW Government LLC

LEWIS COUNTY AUDITOR

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Mailing Address:

Mailing Address:

200 N. Milwaukee Ave.
Vernon Hills, IL 60061

351 NW NORTH ST, ACCOUNTS PAYABLE
CHEHALIS, WA 98532-1926