



Project - Security Assessment

Quote # KB016436
Version 1

Prepared for:
Village of Harrison

Chad Pelishek
cpelishek@harrison-wi.org

Prepared by:
Ontech Systems Inc.

Keegan Bolstad
keegan@ontech.com

Scope of Work

VILLAGE OF HARRISON SECURITY VULNERABILITY ASSESSMENT SCOPE OF WORK

OVERVIEW

Project Background and Description

Ontech Systems will perform a security vulnerability assessment on Village of Harrison internal and external assets. This process will identify security vulnerabilities in systems, applications and networks, and assess the potential impact and likelihood of exploitation. Ontech Systems will prioritize vulnerabilities based on risk and provide recommendations for remediation and mitigation to enhance Village of Harrison overall security posture.

Project Scope

Phase 1: Preparation, Deployment and Configuration

- Project Kickoff
 - Ontech Systems responsibilities
 - Vulnerability scan meeting between customer and security team.
 - Standard project kick-off agenda
 - Project team introductions
 - Scope review
 - Estimated scheduling
 - Client responsibilities
 - Network diagram (if possible)
 - Public and Private IP Addresses
 - VLAN Information
 - Domain Credentials
 - Firewall Credentials
 - M365 Credentials
- Phase 1 Requirements
 - Review of security project charter and customer security questionnaire.

Phase 2: Preparation, Deployment and Configuration

- Preparation for Onsite visit
 - Obtain network diagrams, IP addresses, VLAN information
 - Obtain credentials needed for scans
 - Create company in portal
- Ontech Systems backend setup (onsite)
 - Ontech Systems responsibilities

- Perform external asset scan
- Configure Firewall for scanning
- Configure Cloud Assessment\
- Install lightweight agents and probe agents
- Schedule asset scans
- Review asset scans to ensure accuracy
- Village of Harrison responsibilities
 - Contact for questions on network or assets.

Phase 3: Asset Scans

- Ensure scans are operating properly, tag critical assets and troubleshooting as needed

Phase 4: Report Consolidation and Documentation

- Collect and consolidate all reports and findings from vulnerability assessment
- Build Presentation with findings and recommendations and timeline for mitigation

Phase 5: Findings and Recommendations

- Present findings and recommendations on the next steps to Village of Harrison.

Roles and Responsibilities

- Ontech Systems:
 - Project Manager: Responsible for coordination and communication during project.
 - Account Manager: Responsible for assisting client and Village of Harrison engineering in facilitation of project.
 - Village of Harrison Engineering: Responsible for the technical work to complete the project
- Village of Harrison
 - Primary Contact: Responsible for interface with Village of Harrison for kick-off, weekly status, and closure calls. Responsible for providing network documentation and credentials needed for scanning.
 - Technical contact for project communication.

Milestones

- Kick Off.
- Site setup.
- Asset configuration.
- Asset scanning.
- Findings consolidation.
- Presentation and Recommendations.

Anticipated Impact

- Phase 1: No impact.
- Phase 2: Minimal impact to network and services during scan times.
- Phase 3: No impact.
- Steps will be taken to avoid unnecessary downtime or impact on the production environment.

Assumptions

- Labor estimated for time and materials is based on the below assumptions, and may be revised if these assumptions are not met:
 - Network diagram or network layout
 - Remote access or onsite visit based on tools available
 - Agent deployment to assets
 - Proper credentials
- Ontech Systems assumes our installation will not interfere with day-to-day operations. In the event an agent install disrupts production, please notify the project manager or Ontech Systems staff. Ontech Systems will implement a reversion strategy back to the last functional state.

Exclusions

- Additional services/offerings that have not been approved per the attached quote. Additional services/offerings can be added with a signed change order after the approval of this quote/scope.
- Standard support work will be considered outside the scope of this onboard project and billed as time and materials.
- Other items not specifically outlined above.

Vulnerability Assessment

Description	Price	Qty	Ext. Price
CVMIC Covered Assessment. 50% of Vulnerability Scan portion of project (excluding Pen Test) will be invoiced to Village the other 50% to CVMIC direct. Grant funds can be used for to cover pen test expense but that must be applied to through CVMIC grant program.			
Vulnerability Scanning Software (One-Time)	\$1,000.00	1	\$1,000.00
Security Assessment Labor Fixed Fee	\$5,000.00	1	\$5,000.00
Subtotal:			\$6,000.00

Optional Services

* Optional

Description	Recurring	Price	Qty	Ext. Recurring	Ext. Price
Ingram External Network Penetration Test Ingram Micro will provide its assessment services to identify system vulnerabilities and attempt to exploit them. The Penetration Test Assessment will be executed based on IP addresses provided to be assessed. An executive briefing and final report will be created as part of the assessment. <ol style="list-style-type: none"> 1. Footprint environment to gather data 2. Execute scans against the identified systems to identify vulnerabilities using a mix of manual and automated tools 3. Attempt to exploit vulnerabilities using a mix of automated and manual tools 4. Produce a report that will document the results of the Penetration Test Assessment and recommendations 5. Deliver the assessment report and its findings 	\$0.00	\$7,250.00	1	\$0.00	\$7,250.00
Ingram External Network Penetration Test - 1IP			1		
Ingram External Network Penetration Test - Additional IP's Up to 20 IP's			5		
Social Engineering Campaigns (Phishing Simulation) Ingram Social Engineering Assessment	\$4.00	\$900.00	1	\$4.00	\$900.00
Security Awareness Training <ul style="list-style-type: none"> Fully featured phishing simulator Engaging and interactive training courses Trackable, customizable training campaigns Campaign and contact management Reporting Center 			1		

Optional Services

* Optional

Description	Recurring	Price	Qty	Ext. Recurring	Ext. Price
Security Assessment SAT Project <ul style="list-style-type: none"> • Configure Tenant • Configure User Group • Create 5-10 simulations over 30 days • Provide reporting to as part of Assessment • • 			1		

* Optional Recurring Subtotal: \$4.00

* Optional Subtotal: \$8,150.00

Project - Security Assessment

Quote Information: Prepared for:
Quote #: KB016436 **Village of Harrison**
 Version: 1 W5298 State Road 114
 Delivery Date: Menasha, WI 54952
 03/14/2025 Chad Pelishek
 Expiration Date:
 05/09/2025 cpelishek@harrison-wi.org

Prepared by:



Ontech Systems Inc.
 Keegan Bolstad
 (262) 522-8560
 keegan@ontech.com

Quote Summary

Description	Amount
Vulnerability Assessment	\$6,000.00
Subtotal:	\$6,000.00
Estimated Tax:	\$50.00
Total:	\$6,050.00


*Optional Expenses

Description	Recurring	One-Time
Optional Services	\$4.00	\$8,150.00
Optional Subtotals:	\$4.00	\$8,150.00

For full quote view with product descriptions, warranty information and disclaimers, please review PDF.
 Note: Quote is valid for 15 days.
 Note: Please do not pay from quote, invoice to follow.

Ontech Systems Inc.

Village of Harrison

Signature: 
 Name: Keegan Bolstad
 Title: Sales Manager
 Date: 03/14/2025

Signature: _____
 Name: Chad Pelishek
 Date: _____