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Burnsville Public Schools

Network, Systems, and Security Audit

SOW #T20170418.0148

5/2/17

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About

Burnsville-Eagan-Savage School District 191 serves approximately 9,000 students across 10 elementary schools, three middle schools, and two high schools. Burnsville Public Schools has attracted the attention of Best Buy and Google for their innovation. Recently they experienced a network outage that affected the entire district. That event has led to Burnsville Public Schools desiring a third-party audit of their network, systems, and security.

Project Overview

Third-Party Audit

Burnsville Public Schools has requested an external audit of Systems, Networks, and Security of their environment. We will provide that audit covering the areas of: physical security; external scans of environment; Chromebook and iPad security review; network review including layer 3, layer 2, firewalls; system review including virtualization, storage, Active Directory, general systems review, database review.

As audits can be wide and/or deep, Atomic Data is providing the list of items we would recommend doing and the deliverables for those items. Burnsville Public Schools can redline specific areas that are not areas that deep diving is needed or required.

Estimated Project Schedule

Start Date	Once Signed	Completion Date	45-60 Days

Assumptions

1. Atomic Data assumes that we will be given a Domain Administrator account to use with our data collection agents.
2. Atomic Data assumes we can load an agent on all Windows Servers in the environment.
3. Atomic Data assumes we will be given access to the virtualization environment.
4. Atomic Data assumes we will be given access to the storage environment.
5. Atomic Data assumes that we will be granted read-only access on all networking equipment.
6. Atomic Data assumes that we will be given time to interview core resources for the security review.

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7. Atomic Data assumes our external scanning will not impact Burnsville Public Schools externally facing services.

Scope of Work

The following services will be provided on a time and materials basis:

IT Managed Services

1. Provide a 3rd Party Audit of ISD191's network, systems, and security.

Project Deliverables

Deliverables may be improved or modified by the direction of the client throughout the process of implementation through a Change Order. Below is the initial list of deliverables:

1 Site Visits and Physical Inspections

Atomic Data will send an engineer to each site to physically inspect location for security, cabling, and equipment. We will provide as a deliverable a full inventory report of all networking equipment.

Deliverable: Inventory Report of all physical equipment (network gear, servers, storage systems). This will be included in a high-level Operations Report.

Specifications: Labor

2 External Vulnerability Scans and Reports

Atomic Data will perform an external vulnerability scan of Burnsville Public Schools Internet-routable IP ranges.

Deliverable: Summary and detailed reports highlighting vulnerabilities identified during the external vulnerability scan. Summary report will provide a broad overview of the security of the school's perimeter, while the detailed report (provided as a spreadsheet) will include detailed information about each Internet-accessible host and any identified vulnerabilities. This will be included in a high-level Security Report.

Specifications: Labor

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3 Chromebook and iPad Security Review

Atomic Data will review sample Chromebook and iPads in use by students and determine security risks and vulnerabilities exposed to students and to the district's environment. Review will be performed against current best-practices and any benchmarks published by CIS or NIST.

Deliverable: This subject will be discussed in a high-level Security Report.

Specifications: Labor

4 Layer 3 Network Review

Atomic Data will review the layer 3 portions of the network. We will produce layer 3 diagrams showing how data moves around the environment.

Deliverable: Layer 3 Network Diagrams. This subject will be discussed in a high-level Operations Report.

Specifications: Labor

5 Layer 2 Network Review

Atomic Data will review the layer 2 portions of the network. We will produce layer 2 diagrams showing how data moves around the environment.

Deliverable: Layer 2 Network Diagrams. This subject will be discussed in a high-level Operations Report.

Specifications: Labor

6 Firewall Review

Atomic Data will review the firewall configurations in place. We will produce information for how data ingresses and egresses the network.

Deliverable: This subject will be discussed in a high-level Security Report.

Specifications: Labor

7 Virtualization Review

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Atomic Data will review the virtualization environment. We will review configurations, best practices, and document all hypervisors and guests.

Deliverable: Inventory Report of all hypervisors and guests. This subject will be discussed in a high-level Operations Report.

Specifications: Labor

8 Storage Review

Atomic Data will review the storage environment. We will review configurations, best practices, and document all storage arrays.

Deliverable: Inventory Report of all storage systems. This subject will be discussed in a high-level Operations Report.

Specifications: Labor

9 Active Directory Review

Atomic Data will review the Active Directory environment for configuration, password policies, and best practices.

Deliverable: Detailed Report of Active Directory configuration including security components. This subject will be discussed in a high-level Operations Report.

Specifications: Labor

10 Systems Review

Atomic Data will inventory all virtual servers and physical servers. We will dig into areas of concern and provide list of recommended changes.

Deliverable: Detailed Report of all servers including installed applications. This subject will be discussed in a high-level Operations Report.

Specifications: Labor

11 Database Review

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Atomic Data will review database servers for configurations, performance, backups, security, and other areas of concern.

Deliverable: This subject will be discussed in a high-level Operations Report.

Specifications: Labor

12 Security Interviews - Discovery and Report

Atomic Data will interview multiple individuals to construct a security profile of operational tasks within the Burnsville Public School District. Interviews will include the following topics:

- Identity and Access Management
- Change Management
- Security Policies / Procedures
- Risk Management Practices
- Implemented Security Controls and Technologies
- Security Incident Management
- Security Management Practices

Security interviews are intended to help establish the organization's overall security posture and help identify program-level opportunities for improvement.

Deliverable: This subject will be discussed in a high-level Security Report.

Specifications: Labor

Estimates

The estimated effort for the Statement of Work is detailed below.

Deliverables	Min Effort	Max Effort
1 Site Visits and Physical Inspection	100	120
2 External Scans and Reports	10	12
3 Chromebook and iPad Security Review	8	12
4 Layer 3 Network Review	12	20
5 Layer 2 Network Review	30	40

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6 Firewall Review	**20**	**30**
7 Virtualization Review	**18**	**20**
8 Storage Review	**8**	**10**
9 Active Directory Review	**4**	**5**
10 Systems Review	**25**	**30**
11 Database Review	**12**	**15**
12 Security Interviews – Discovery and Report	**32**	**36**
Total Estimated Effort	**279**	**350**

Please note – these estimates are not a fixed bid. Additional requests and modifications to the scope of work may require a change order and will be handled outside this statement of work.

Project Management

Atomic Data provides both technical expertise and project management expertise. Our Senior Architects and Project Managers have several years of enterprise configuration and implementation experience that will help keep the team on task and the overall project on schedule and within budget. A primary key to successful configuration and implementation projects are frequent but brief status updates with every team member. Atomic Data employs the concept of internal Recurring Status Meetings to keep the team on track and to identify schedule slippage or issues as they occur, not after it's too late to make an adjustment.

Next Steps

Once this document is acknowledged and accepted, the next step is to review the quotes that accompany this document. The signing of the quotes will initiate the implementation of the work outlined in this scope of work.

ACKNOWLEDGED AND ACCEPTED:

Burnsville Public Schools	ATOMIC DATA
Name	Name

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Date

Date

Signature

Signature

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