Northgate Partners

August 25, 2026

PROPOSAL

A clear plan, a fixed price, and a date it is finished.

Prepared for Riverside Dental

Project	Prepared for	Prepared by
Statement of Work	**Riverside Dental**	**A. Rivera, Principal**

WHAT WE UNDERSTAND

What you are actually trying to solve.

Before proposing anything, here is the problem as we heard it.

You have a result you need by a certain date, and the work to get there sits outside what the team can absorb right now. Not because the team lacks ability, but because the work is specialised, the timing is awkward, or everyone capable of doing it is already committed elsewhere.

The risk in that situation is rarely the work itself. It is the drift — weeks passing while the problem stays open, decisions deferred because nobody owns them, and a cost that grows quietly the longer it goes unaddressed. This proposal exists to close that gap with a defined scope, a fixed price, and a finish date.

WHAT YOU GET

When this is finished, three things will be true.

01 The work is done, not just advised on.

You receive completed deliverables, not a set of recommendations for somebody else to implement. What we hand over is finished and ready to use.

02 Your team can carry it forward.

Everything is documented in plain language and handed over properly. You are not dependent on us to keep it running, and there is no lock-in.

03 You know the cost before it starts.

A fixed price against a written scope. Anything outside that scope is quoted and approved before work begins — you are never billed for a surprise.

HOW WE WORK

Scope agreed in writing before anything begins.

Including what is out of scope — usually the more useful half.

HOW WE WORK

Two phases, each with something to review.

You see progress and can change direction before the expensive part begins.

01

Assess and plan

We establish the facts, talk to the people closest to the work, and agree the scope in writing. This phase ends with a plan you sign off — including what is out of scope, which is usually the more useful half.

02

Deliver and hand over

We do the work to the agreed plan, with a checkpoint at the midpoint so nothing is a surprise at the end. Closing out includes documentation, a walkthrough with your team, and an agreed support window.

INVESTMENT

Fixed price, stated plainly.

Choose the level of involvement that fits. Every option includes handover and documentation.

I

Assessment

$2,500

2–3 weeks

— Full review of the current position
— Written findings and recommendations
— Prioritised action plan
— Presentation to your team
— Fixed price, no overruns

II

Full engagement

$9,500

6–8 weeks

RECOMMENDED

— Everything in Assessment
— The work delivered, not just planned
— Fortnightly progress reviews
— Documentation and handover
— 30 days of follow-up support

III

Retained advisory

$1,200

per month

— Monthly working session
— Priority access between sessions
— Quarterly written review
— Rolling 90-day plan
— Cancel with 30 days notice

WHAT HAPPENS WHEN

From signature to handover.

01

Weeks 1–2 — Assess and agree

Kickoff within five business days of signature. We gather what we need, speak to the relevant people, and put the scope in writing for your approval.

02

Weeks 3–6 — Deliver

The work proceeds against the agreed plan, with a written progress note every two weeks and a checkpoint review at the midpoint.

03

Weeks 7–8 — Hand over and close

Deliverables finalised, documentation completed, a walkthrough with your team, and the support window begins.

WHY US

You deal with the people doing the work.

No account layer, and nothing subcontracted without telling you.

WHY US

Why this firm, for this piece of work.

The honest version, rather than a wall of logos.

We take on work we have done before, and decline work we have not. That is the whole basis on which to judge this proposal — not the size of the firm, but whether the people doing the work have solved this particular problem previously.

You will deal directly with the people doing the work. There is no account layer between you and the person responsible, nothing is subcontracted without telling you, and whoever writes this proposal is whoever delivers it.

THE DETAILS

Terms.

PAYMENT

40% on signature, 30% at the midpoint review, 30% on handover. Invoices are due within 14 days.

WHAT IS INCLUDED

Everything described in the selected scope, for the parties and locations named during the assessment phase.

WHAT IS NOT

Third-party fees, travel outside the agreed region, and any work added after the scope is signed off.

CHANGES

Anything outside the agreed scope is quoted in writing and started only once you approve it. Nothing is billed that you have not agreed to.

CONFIDENTIALITY

Everything you share stays confidential, during the engagement and after it ends. We are glad to work under your own agreement instead.

OWNERSHIP

On final payment, every deliverable produced for you is yours outright.

NEXT STEP

Ready when you are.

Sign below and we will confirm a start date within two business days.

AUTHORISED BY, RIVERSIDE DENTAL

DATE

This proposal is valid for 30 days from the date shown on the cover.