**OZCORP SCIENTIFIC LLC**
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CAPABILITY 01 OF 7

# Managed digital infrastructure and service operations

A standardized monthly foundation for small science, technology, consulting, and analytical teams. The base plan combines domain management, business email, a professional website, a customer dashboard, and ongoing support through one accountable service team. Customers may submit requests as needed; work is prioritized and delivered within the plan's monthly credits.

**Starting at $500 per month**

## SCOPE OF WORK

- Domain portfolio review, DNS, setup, renewals, and hygiene
- Mobile-responsive professional website, contact forms, analytics, and basic SEO
- Vendor and license charges billed separately at cost with customer approval
- Business email setup, authentication, user and group administration
- Dashboard visibility into requests, deliverables, timelines, and status
- Out-of-scope work requires approval before additional billing

## APPLICATIONS

Domain management, professional email, responsive websites, client request tracking, and monthly digital operations.

## SCOPE NOTE

Included work is delivered within plan credits. Vendor and license costs or out-of-scope work require approval.

## WORKFLOW

### 01
**Set the operating scope**

Review the team, digital assets, service priorities, and required access.

### 02
**Prepare domains and email**

Configure DNS, renewals, business email, authentication, and user access.

### 03
**Build the public presence**

Create or update a responsive website with agreed content and contact paths.

### 04
**Connect requests and delivery**

Organize requests, approvals, deliverables, and status in the customer workspace.

### 05
**Maintain and improve**

Prioritize support, routine updates, and approved work within the service plan.

## SUGGESTED NAICS

- 518210 Data Processing, Hosting, and Related Services
- 541511 Custom Computer Programming Services
- 541519 Other Computer Related Services.

## SUGGESTED PSC

- D302 IT Systems Development Services
- D307 IT Strategy and Architecture
- D399 Other IT and Telecommunications Services.

## Define your engagement

Describe the opportunity, available evidence, and intended outcome to scope research, business planning, or specialist coordination.

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