## ADDENDA NO. 2

### This addenda consists of 5 pages

**TO:** All Participants

**FROM:** City of Kenai Public Works Department

**DATE:** March 30, 2020

**SUBJECT:** Cybersecurity Audit RFP

**DUE DATE:** April 2, 2020 at 5:00 PM

**Proposers must acknowledge receipt of this Addenda in the appropriate place on the Bid Form. Failure to do so may result in the disqualification or rejection of the bid.**

Note: Information in this addenda takes precedence over original information. All other provisions of the document remain unchanged.

The following questions were received between March 24 and March 27, 2020:

1. What are the business applications and systems deployed in datacenters in scope of the Cybersecurity Audit? If yes then please share details such as quantity, type/purpose etc.

   a. Document Management Solution – LaserFiche

   b. CCTV – Milestone Systems xProtect Pro Plus

   c. Accounting – Caselle Clarity

   d. Streaming Media – Wowza Streaming Engine

   e. Telephony – Cisco Call Manager & Unity

   f. Hypervisor – VMWare vSphere

g. Public Safety – several systems including records management, evidence management, recording, etc.

2. Has City of Kenai recently conducted a business impact analysis (BIA) for IT infrastructure systems and faculties?  If yes then would that report be shared with the project team during the project execution phase?

   a. No BIA has been conducted

3. Is there a formal contract or service agreements in place for all the vendors and/ or service providers? Will such contract/agreement be valid and current for the duration of the project (or be renewed if expiring during project phase)?

   a. As a general practice the City maintains service agreements with major vendors. This doesn't include all services provided by the city.

4. Does City of Kenai review, at regular interval, the contractual performance and services provided by 3rd party vendors?

   a. No

5. Are you currently performing reviews of 3rd party vendors for non-compliant? (examples such as, but not limited to, violating SLAs, not adhering to agreed Security / Data Privacy terms etc.).

   a. No

6. Are necessary actions taken?

   a. N/A

7. Are there any in-house datacenter facilities in scope?

   a. Yes, the City maintains a datacenter

8. For both in-house and virtual/cloud based data and computing assets are they currently certified according to international standards such as CIS, CSA, TIA 942, Shared Assessment, NIST or ISO (27001, 22301, 22000, 9000, Tier I - IV)? If yes will the certifications/information/materials be available to the consultant?

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a. Unknown

9. Does City of Kenai currently have a formal Incident Response Plan and associated Policies and Controls documented?

    a. Not as it pertains to IT

10. Is support, escalation and incident response process documented for all City of Kenai data and computing assets?

    a. No

11. Will a list of staff and a roles/responsibility matrix be provided to the consultant?

    a. The City will work with the successful consultant to develop this matrix after the contract is awarded.

12. Will samples of recent cybersecurity related reports submitted to City of Kenai management be shared with the consultant?

    a. No such reports exist

13. Does City of Kenai currently have a formal Business Continuity and Disaster Recovery Framework documented?

    a. No

14. Does City of Kenai have existing Policies and Processes (established and implemented) for the IT infrastructure and datacenter operations?

    a. No

15. Does City of Kenai have an existing formal process for onboarding 3rd party vendors and service providers for their facilities and business operations support?

    a. No

16. Does City of Kenai have an existing backup process formally documented?

    a. No

17. Does current backup plans involve physical backup media such as tape?

a. Yes

18. Does current backup routine involve movement of physical backup media to a designated offsite location?

    a. No

19. Is current backup process performed by City of Kenai staff or is it contracted to a 3rd party vendor with agreed SLAs?

    a. Backup is completed by City staff

20. Will City of Kenai be able to share complete documentation on all infrastructure in scope with the chosen Security Audit consultant? Topology information such as, but not limited to, network(s), end points, servers, domain, VLANs, Subnets, etc.).

    a. The city will share any documentation that exists. Limited documentation currently exists.

21. If such information is not available to share do you accept costs for a complete infrastructure discovery process in order to deliver on the scope?

    a. All costs must be included in the proposal document

22. To provide an accurate cost estimate can you share a complete list City of Kenai departments / functions with indication of which compliance standard(s) they are required to be assessed by?

    a. The Police department must comply with Criminal Justice Information System standards.

    b. Other departments may be subject to other compliance standards such as HIPPA

23. Can you share a list of buildings/areas in need of physical security review?

    a. See addendum 1, section A.1.

24. Should a physical security review purely focus on prevention of unauthorized physical access or also include a full Governance/Compliance/Risk standards such adhering to

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Access Controls standards (door card readers, registration of visitors, review of visitor log etc.)?

  a. The City will defer to the expertise of the proposer.

25. Can you describe the CCTV cameras in scope? Are they IP address based or using another protocol standard?

  a. The City uses a Milestone Systems camera system, with a combination of AXIS, Hikvision, and Arecont Vision cameras. All cameras in scope are IP based.

26. Any IoT or ICS/IIOT (using SCADA or similar protocol) in scope? If so can you please list types and estimated quantity?

  a. The city has a number of SCADA devices including, Wonderware InTouch HMI; Modbus, Modbus/TCP, Profibus, and Profinet communications; Modicon and Siemens PLCs.

27. Is the City considering extending the proposal due date based on the COVID-19 impact?

  a. Not at this time.

28. Have any dates regarding this RFP changed due to the current COVID-19 situation?

  a. Not at this time.

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