

MEMORANDUM

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TO: The Honorable Mayor & City Council

FROM: Lacey G. Simpson, Assistant General Manager Initials: 

DATE: May 30, 2024 File #: MGR24-361

RE: **Authorizing the Procurement of Cybersecurity and Engineering Services – Dubai Business Services, LLC**

The motion below was prepared at the request of KPU Telecommunications Division Manager Dan Lindgren, who asked that it be placed before the City Council for consideration at its meeting of June 6, 2024. If approved, the motion provides for authorizing the procurement of cybersecurity and engineering services from Dubai Business Services, LLC in an amount not to exceed \$75,000.

The attached memorandum from Mr. Lindgren is self-explanatory and requires little elaboration on the part of the General Manager's office. Pursuant to section 3.12.051(c)(2)(A) of the Ketchikan Municipal Code, the procurement of these services is exempt from the competitive bidding and quotation requirements of the Ketchikan Municipal Code due to staff demonstrating that only a single source can perform the services as outlined in Mr. Lindgren's memorandum. As the purchase price will exceed \$50,000, City Council approval is being requested. I concur with the Telecommunications Division Manager's recommendation.

A motion has been prepared for City Council consideration.

**Recommended Motion:**

Pursuant to section 3.12.051(c)(2)(A) of the Ketchikan Municipal Code, I move the City Council authorize the procurement of cybersecurity and engineering services from Dubai Business Services, LLC in an amount not to exceed \$75,000; authorize funding in the amount of \$75,000 from the Telecommunications Division's 2024 Engineering & Architectural Services account (Account No. 640.02); and direct the General Manager to execute the procurement contract documents on behalf of the City Council.



## Memorandum

**To:** Delilah Walsh, KPU General Manager

**From:** Dan Lindgren, KPU Telecommunications Division Manager

**Date:** May 28, 2024

**Subject:** **Authorizing the Procurement of Cybersecurity and Engineering Services in the amount Not to Exceed \$75,000 from Dubai Business Services, LLC**

The purpose of this memorandum is to request that the General Manager seek City Council approval to authorize the procurement of cybersecurity and engineering services in the amount not to exceed \$75,000. If adopted, the approval motion authorizes the procurement of cybersecurity and engineering services and exempts from the competitive bidding / written quotation requirements of the Ketchikan Municipal Code and authorizes the acquisition of these services from Dubai Business Services, LLC at a cost not to exceed \$75,000.

### **Background:**

In response to the continually evolving cyber threat landscape, KPU Telecommunications is undertaking significant upgrades to our cybersecurity infrastructure. This procurement will cover multiple cybersecurity projects including, but not limited to, the following:

- 1) Ransomware preparedness - risk modeling of latest ransomware attacks and threat actors. KPU cyber control mapping to FBI and CISA advisories. Implementation and audit of controls needed to reduce risk and impact of ransomware attacks.
- 2) ISMS (Information Security Management System) implementation phase 2.0. NIST 2.0 security frameworks including CPG (Cross-Sector Cybersecurity Performance Goals (CPG's) controls. Automated scripts to perform audit and discovery activity.
- 3) AS400 data management including data modeling. Enterprise Data storage project quality control to ensure storage hardening and disaster preparedness. Definition and data modeling of AS400 workloads
- 4) Virtual Chief Information Security Officer Leadership & Management Services
  - a. Security training - All employee yearly training, new employee training
  - b. Vulnerability list management and disclosure program
  - c. Business continuity and Resilience exercises
  - d. Security concern management

The provisions of section 3.12.051(c)(2)(A) allow the council to award a professional services contract in excess of \$50,000 without the solicitation of proposals when “The manager demonstrates to the council that there is a single source of expertise or knowledge required, or that one person or firm can clearly perform the required tasks more satisfactorily because of the person’s or firm’s prior work.”

Given the combination of Dubai Business Services, LLC’s unique in-depth knowledge of the KPU network, advanced knowledge of KPU’s cybersecurity needs, and existing relationships (ensuring immediate access to the highest levels of support, analysis, and issue resolution) – Dubai Business Services, LLC’s services have consistently proven to be necessary, timely, and accurate in the pursuit of achieving maximum responsiveness, reliability, quality, and innovation from a cybersecurity standpoint.

The annual service cost is included in the 2024 operating budget within the Engineering and Architectural Professional Services account (640.02).

**Recommended Motion:**

I move that the City Council authorize the General Manager, under sections 3.12.051(c)(2)(A) and 3.12.051(b)(2) of the KMC, to enter into a professional services contract with Dubai Business Services, LLC for an amount not to exceed \$75,000 and authorize funding from the Telecommunications Division’s 2024 Operations budget under the Engineering and Architectural Professional Services account (640.02)

Cc: Lacey Simpson, KPU Assistant General Manager  
Michelle Johansen, City Finance Director