



Date: Tuesday, June 14, 2022

Honorable Mayor and Council Members

Author and title: Nicole Casey, Administrative Services Director

Title: **Purchasing Authority and Contract Amendment with ePlus Technologies for CISTO Services**

Approved By: \_\_\_\_\_ Jen Callaway, Town Manager

**Recommended Action:** That Council authorize the Town Manager to amend the agreement with ePlus for Chief Information Security and Technology Services for an additional \$51,675 for fiscal year 2022, and a total contract of \$423,075.

**Background:** On Tuesday, September 28<sup>th</sup>, 2021, Council authorized the Town Manager to enter an agreement with ePlus for information technology services up to \$371,400 to provide additional staff support for the Information Technology Hardening and Cyber Incident Response project C2206. ePlus deployed Corey Wilburn to work on-site at the Town’s office and act as an architect for our systems following the event. This contract also provided for remote assistance on specific items for which specialized knowledge and assistance were needed.

Corey helped the Town achieve compliance with the National Institute of Standards and Technology’s (NIST) Cyber Security Framework (NIST publication 800-171) by enrolling all Town of Truckee computing devices into a market leading configuration management platform and hardening the system with the deployment of next-generation endpoint protection. The hardening project is substantially complete.

Corey also assisted the Town in determining what was needed in terms of skillset to maintain the newly deployed systems by assisting in developing the job description for the Chief Information Security and Technology Officer (CISTO) position. Council approved the conversion of the IT Supervisor position to the CISTO position at the February 22, 2022 council meeting. After a robust recruiting process, in which Corey assisted, Chris Hardy was selected and hired as the Town’s ongoing, full-time CISTO.

**Discussion:** To ensure that Chris has a thorough understanding of the systems that have been installed and how those systems have been configured, staff needs overlap between when Chris has started and when Corey ends his onsite work with the Town. The requested contract amendment of \$51,675 would provide for the extra time staff needed with Corey while the Town completed the hiring process with Chris and approximately one month of overlap between Chris and Corey.

**Priority:**

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|--|---|--|
| <input type="checkbox"/> Enhanced Communication    | <input type="checkbox"/> Climate and Greenhouse Gas Reduction           | <input type="checkbox"/> Housing                 |
| <input type="checkbox"/> Infrastructure Investment | <input checked="" type="checkbox"/> Emergency and Wildfire Preparedness | <input checked="" type="checkbox"/> Core Service |

**Fiscal Impact:** Staff is proposing to use personnel budget savings from the Information Technology (IT) division (101.108.00) to cover the additional \$51,675 contract amendment with ePlus. Due to position vacancies, the IT division has approximately \$100,000 in unused budget for fiscal year 2022 based on

the estimated actuals in the fiscal year 2023 operating budget presented to Council as a separate staff report this evening. These savings are more than enough to cover the requested \$51,675.

**Attachments:**

Attachment A – ePlus Change Request to Statement of Work