

MOTION NO. M2018-113
Information Technology Security Assessment Services

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	10/04/2018	Final Action	Mike Harbour, Deputy CEO Jason Weiss, Chief Information Officer

PROPOSED ACTION

Authorizes the chief executive officer to execute a contract amendment with RiskSense, Inc. to provide Information Technology Security Assessment Services in the amount of \$80,310, for a new total authorized contract amount not to exceed \$236,250 plus applicable taxes.

KEY FEATURES SUMMARY

- Sound Transit currently has a contract with RiskSense, Inc. to provide Information Technology (IT) Security Assessment Services that was executed within the CEO’s authority. This amendment would fund the second of four option years available under the contract.
- Funding requested would cover required security assessments in accordance with the International Organization for Standardization (ISO) 27001 Information Security Management Systems Standard and the Payment Card Industry (PCI) Data Security Standard (DSS). The following specific assessments would be performed:
 - The PCI DSS assessment to evaluate Sound Transit’s Fare Collection Network’s IT and Security controls against PCI DSS through process review and testing of the technology network.
 - The ISO 27001 assessment to evaluate Sound Transit information security capabilities and effectiveness in information security controls through process review and testing of the technology network.
- These assessments are completed annually and must be completed by an external auditor.
- Following completion of the assessments, RiskSense, Inc. will provide recommendations for improvement around security practices.
- Applicable taxes are currently estimated to be \$23,861.

BACKGROUND

As part of ensuring that Sound Transit’s information security standards are appropriately implemented and procedures are in place, an annual assessment is required to test the implementation and provide a benchmark against industry peers. This contract provides for this assessment and appropriate testing and feedback for the technology security standards.

The services delivered allow Sound Transit to meet contractual requirements with its merchant provider (Wells Fargo) and with the Department of Licensing.

PROCUREMENT INFORMATION

Request For Proposals RTA/RP 0106-15 “IT Security Assessment” was advertised October 12, 2015. Sound Transit received six submittals. All proposals were evaluated and RiskSense, Inc.’s

proposal was determined to offer the best value to Sound Transit. On December 17, 2015 Sound Transit awarded a contract to RiskSense, Inc. for a one year initial term effective January 11, 2016 followed by four one year options. All option years were evaluated at the time of award and the rates quoted were determined to be fair and reasonable based on comparison of the competitive market rates submitted by the other proposers and comparison to the independent cost estimate.

FISCAL INFORMATION

The proposed action will be funded from the services category within the Finance and Information Technology Department's annual operating budget. The services category budget is \$13,821,747 of which a total \$80,310 plus applicable taxes is estimated to be spent for this action in 2018. After approval of this action, the remaining annual budget amount will be used to fund other department expenditures in 2018.

Finance and Information Technology (in thousands)

Cost Category	2018 Annual Operating Budget ¹	YTD Actuals ²	This Action (Current Year Impact Only)	YTD Actuals Plus Action (Current Year Only)	Remaining Annual Operating Budget
Salaries and Benefits	\$27,467	\$15,542	\$	\$15,542	\$11,925
Services	13,822	7,808	88	7,897	5,925
Materials and Supplies	1,876	1,340		1,340	536
Utilities	1,068	601		601	467
Insurance	8,533	4,973		4,973	3,560
Miscellaneous	430	370		370	60
Interest Expense	18	3		3	15
Leases and Rentals	466	372		372	94
Total Annual Operating Budget	\$53,679	\$31,008	\$88	\$31,097	\$22,582

Contract Spending Plan	Forecasted Spend for Remainder of 2018			Total
	Spending to Date ³	Future Spending	Total	
RiskSense, Inc	\$172	\$88	\$	\$260

Contract Detail	Board Approved Contract Value	Proposed Action	Proposed Revised Board Approved Contract Value
RiskSense, Inc	\$156	\$80	\$236
Contingency			
Estimated Taxes	16	8	24
Contract Amount - Total	\$172	\$88	\$260
Percent Contingency	0%	0%	0%

Notes:

¹ 2018 Annual Operating Budget is located on page 25 of the Adopted 2018 Budget book.

² YTD Actuals as of August 31, 2018.

³ Spending to Date as of August 31, 2018.

SMALL BUSINESS/DBE PARTICIPATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Small Business and DBE goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of Small Businesses/DBEs available to perform such subcontracting work.

Sound Transit determined that there were few Small Business and DBE subcontracting opportunities based upon the work described in this contract, so Small Business/DBE goals were not established.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one-month delay would impact support services from the vendor.

ENVIRONMENTAL REVIEW

KH 9/27/18

LEGAL REVIEW

AJP 9/28/18

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A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a contract amendment with RiskSense, Inc. to provide Information Technology Security Assessment Services in the amount of \$80,310, for a new total authorized contract amount not to exceed \$236,250 plus applicable taxes.

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MOTION:

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a contract amendment with RiskSense, Inc. to provide Information Technology Security Assessment Services in the amount of \$80,310, for a new total authorized contract amount not to exceed \$236,250 plus applicable taxes.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on October 4, 2018.


Paul Roberts
Operations and Administration Committee Chair

ATTEST:


Kathryn Flores
Board Administrator