



COMMISSIONERS COURT CONTRACT FORM

CONTRACT SUMMARY

SUBJECT: Requesting Commissioners Court approval of the software agreement between the County of El Paso and SHI Government Solutions as per contract #2018-0503. Funding is available in GF-ITD-MAINT/REP-SOFTWARE.

ADDITIONAL BACKGROUND:

The Information Technology Department (ITD) generally manages and maintains cybersecurity for electronic infrastructure for the County of El Paso. Because security breaches are typically introduced through phishing or cyber-attacks on targeted system users; ITD recommends education and training of our users to order to reduce the possibility of these breaches. Phishing and cyber-attacks are sophisticated and difficult to detect and we believe that empowering our users to detect and avoid these incursions is an efficient and preemptive prescription.

ITD has researched and confirmed that conducting cybersecurity training, that included real-world testing, will decrease the instances and impact of cyber-attacks. Because E-mail is the most common method of attack, ITD is recommending that our initial focus be on training users how to identify and react to offending messages.

ITD is requesting approval of an agreement with SHI Government Solutions to provide a subscription to the KnowBe4 service provider for comprehensive baseline testing using mock attacks, engaging interactive web-based training, and continuous assessment through simulated attacks. This agreement's total cost that is for \$22,800.00. The agreement will become effective 09/01/2018 and will terminate on 08/31/2019.

Purchasing has reviewed and approved the procurement of these services by releasing Purchase Order 21810404 on July 26, 2018.

County Attorney's Office approved contract #2018-0503 for Commissioners Court on August 21, 2018. 1295 Form provided.

FISCAL IMPACT:

Funds are available in GF-ITD-MAINT/REP-SOFTWARE COGF-1000-0000000-431-10-11140-0001-00000-600654 in the amount of \$22,800.00 for a one year term.

PROJECTED 3 YEAR FISCAL IMPACT

The fiscal impact forecasted over the next 3 years totals \$ 118,717.50

- Year 1 - \$ 22,800.00
- Year 2 - \$ 47,250.00
- Year 3 - \$ 48,667.50

PRIOR COURT ACTION:

No prior Commissioners Court action.

RECOMMENDATION:

For Commissioner's Court to approve the software agreement from SHI Government Solutions under contract #2018-0503.

BASIC CONTRACT DETAILS

CONTRACT NO.: 2018-0503

CONTRACT TITLE: KnowBe4 Subscription / Buy Board Contract No. 498-15 / PO 21810404

SECOND PARTY: SHI Government Solutions, Inc.

CONTRACT TYPE: Software License/Installation/Support

TERM AND BUDGET DETAILS

TERM: 1 Year

EXTENSION OPTIONS:

EFFECTIVE DATE: 9/1/2018

MOD EFFECTIVE DATE (If Applicable): 01/01/0001

EXPIRATION DATE: 08/31/2019

MOD EXPIRATION DATE (If Applicable): 01/01/0001

EXTENSION DEADLINE DATE (If Applicable): 01/01/0001

AMOUNT: \$22,800.00

MOD AMOUNT (If Applicable):

APPROVALS

COUNTY ATTORNEY APPROVAL

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: Ian Kaplan

LEGAL REVIEW: Approved as to Form with Addendum/Modifications/Reservations Noted Below

LEGAL REVIEW NOTES (If Applicable): Reservations: Terms and Conditions contain provisions that call for Venue out of state and indemnity for misuse by County.

<https://www.knowbe4.com/privacy-policy>

DATE: 8/21/2018

DIRECTOR/DEPARTMENT HEAD APPROVAL

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

DIRECTOR/DEPARTMENT HEAD/DESIGNEE:

DEPARTMENT CONTACT: Alvaro Maldonado

DEPARTMENT: Information Technology

DATE: 01/01/0001