

Attachment A: Tasks

The Consultant shall provide the services and deliverables set forth in this **Attachment A**. The Consultant shall provide all services and deliverables required by this **Attachment A** to the satisfaction of the City's contract manager.

General Description of Project for which Consultant will Provide Services: The City of San José ("City") currently uses Microsoft Active Directory to manage permissions and access to its network resources. The Consultant shall create a System Security Plan for the City's Microsoft Active Directory system: Active Directory Federation Services (ADFS), Domain Controller (DC), Domain Name System (DNS), Domain Host Configuration Protocol (DHCP), etc., and conduct security assessments in accordance with the plan.

Task No. 1: Create the System Security Plan.

- A. Services:** Consultant shall document the implementation of security controls present on the Microsoft Active Directory system by interviewing the system's points of contact within the Information Technology Department and other methods as appropriate, including documentation review and using a questionnaire for Information Technology Department staff to fill out.
- B. Deliverables:**
- Completed System Security Plan document according to the template document provided by City.
- C. Completion Time:** The Consultant must complete the services and deliverables for this task in accordance with whichever one of the following time is marked:
- On or before the following date: _____.
- On or before 60 Business Days from project start date.**

Task No. 2: Perform Risk Assessment of the City's Microsoft Active Directory system: Active Directory Federation Services (ADFS), Domain Controller (DC), Domain Name System (DNS), Domain Host Configuration Protocol (DHCP), etc. based on analysis of the System Security Plan.

- A. Services:** Consultant shall analyze the System Security Plan and identify gaps for the control implementations documented in the System Security Plan as either "partially met" or "not met".
- B. Deliverables:**
- Completed City Risk Assessment according to the template document provided by City.
- C. Completion Time:** The Consultant must complete the services and deliverables for this task in accordance with whichever one of the following time is marked:
- On or before the following date: _____.
- On or before 60 Business Days from project start date.**

Attachment B: Terms and Conditions

1. **City's Contract Manager:** The City's contract manager for this Approved Service Order is:

Name: Edward Walker	Phone No.: (408) 793-6886
Department: Information Technology Department Cybersecurity Office	E-mail: edward.walker@sanjoseca.gov
Address: 200 E Santa Clara St, 11 th Floor, San Jose, CA 95113	

2. **Consultant's Contract Manager and Other Staffing:** Identified below are the following: (a) the Consultant's contract manager for this Approved Service Order, and (b) the Consultant(s) and/or employee(s) of the Consultant who will be principally responsible for providing the services and deliverables. ***If an individual identified below does not have a current Form 700 on file with the City Clerk for a separate agreement with the City, and is required to file a Form 700, the Consultant must comply with the requirements of Subsection 17.2 of the Master Agreement, entitled "Filing Form 700."***

		<u>Required to File Form 700?</u>		
		Yes Already Filed (Date Filed)	Yes Need to File	No
<u>Consultant's Contract Manager</u>				
Name: Lan Jenson	Phone No.: 408-909-1232			X
Address: 5943 Hillview Ave, San Jose, CA 95123	E-mail: Lan@cybertrustamerica.org			
<u>Other Staffing</u>				
<u>Name:</u>	<u>Assignment:</u>			
1. Jonathan Reichental	Ensures exceptional overall value of deliverables to the City of San Jose			X
2. Shaheem Motlekar	Leads Tasks No. 1 and 2			X
3. Aaron Wheeler	Leads Tasks No. 1 and 2			X
4. Edward Chang	Assists with Tasks No. 1 and 2			X
5. Subhashree Dhandapani	Assists with Tasks No. 1 and 2			X

3. **Subconsultants:** Whichever of the following is marked applies to this Approved Service Order:

The Consultant can **not** use any subconsultants.

The Consultant can use the following subconsultants to assist in providing the required services and deliverables:

<u>Subconsultant's Name</u>	<u>Area of Work</u>
1.	
2.	
3.	

4. **Reimbursable Expenses:** If the Compensation Table set forth in **Attachment C** of this Approved Service Order states that the City will reimburse the Consultant for expenses, then only the expenses identified in Subsection 10.5.3 of the Master Agreement are Reimbursable Expenses unless the following box is marked and additional reimbursable expenses are set forth:

In addition to the expenses identified in Subsection 10.5.3 of the Master Agreement, the following expenses are Reimbursable Expenses:

<u>Additional Reimbursable Expense(s)</u>	<u>Mark-up</u>
1. _____	_____
2. _____	_____
3. _____	_____

Notwithstanding the foregoing, any additional reimbursable expense(s) set forth in the above table will be disregarded if the Compensation Table states that the City will *not* reimburse the Consultant for any expenses.

Attachment C: Compensation Table

The City will compensate the Consultant for providing the services and deliverables set forth in **Attachment A** in accordance with this Compensation Table. This Compensation Table is subject to the terms and conditions set forth in the Master Agreement, including without limitation Section 10 of the Master Agreement.

Part 1 – Compensation for Services and Deliverables			
Column 1	Column 2	Column 3	Column 4
Task Nos. from Attachment A	Basis of Compensation	Invoice Period	Compensation
1 & 2	<input type="checkbox"/> Time & Materials <input checked="" type="checkbox"/> Fixed Fee	<input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Completion of Tasks <input type="checkbox"/> Completion of Work	\$33,800.00
Part 2 – Reimbursable Expenses			
<input checked="" type="checkbox"/> No expenses are separately reimbursable. The amount(s) in Column 4 of Part 1 include(s) payment for all expenses.		<input type="checkbox"/> Expenses are separately reimbursable in the maximum amount of:	
Part 3 – Subconsultant Costs			
<input checked="" type="checkbox"/> Subconsultant costs are not separately compensable. The amount(s) in Column 4 of Part 1 include(s) subconsultant costs.		<input type="checkbox"/> Subconsultant costs are separately compensable in the maximum amount of:	
Maximum Service Order Compensation (sum of Parts 1 through 3):			\$33,800.00