

CITY OF APPLETON

INFORMATION TECHNOLOGY DEPARTMENT



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helpdesk@appleton.org

To: HR/IT Committee
From: Corey Popp, Information Technology Director
Date: March 2, 2022
Re: Infrastructure, Systems, and Vulnerability Assessment

With some urgency, I am proposing to sole source an IT network assessment to Heartland Business Systems in the amount of \$60,000. This project is divided into two parts:

1. An Infrastructure and Systems Assessment (\$45,000)
2. An Internal Network Vulnerability Assessment (\$15,000)

For the past twenty years, Heartland and their engineers have been installing and supporting the City's IT department's core Ethernet switches, firewalls, wireless network, storage area network, and virtualized server environment. Their familiarity with the network's hardware and topology allows them to provide their assessment within the context of the system's originally intended design.

With relative expediency, they will be able to compare the network's original configuration and scale to its current configuration and scale to determine if any changes have caused security, reliability, or performance issues. My goal is to begin the assessment no later than mid or late March 2022. Once begun, the entire assessment will take 30 days to complete. Funding for this project is dependent on Resolution 2-R-2 (Reallocation of Funds).

The assessment deliverable will include a list of findings and prioritized remediation steps. The assessment does **not** include actual remediation nor the estimated cost of remediation. The remediation phase will require a separate purchase or RFP process, and significant additional funds will likely be necessary.

Attached to this memo is a copy of an email from the City of Appleton's Purchasing Manager, which states that they agree that sole sourcing this project is justified.



RE: Proposal to sole source an IT project

Jeffrey Fait <Jeffrey.Fait@Appleton.org>

Mon 2/14/2022 8:59 AM

To: Corey J. Popp <Corey.Popp@appleton.org>

Corey:

For various reasons related to the scope, familiarity, timeliness and technical complexity of this project, I agree that sole sourcing to Heartland is justifiable. There are no red flag issues that come to mind.

Thanks,

Jeff Fait, CPPB
Purchasing Manager
City of Appleton, WI
920-832-6311

