



**INFORMATION TECHNOLOGY
DIVISION; CITY OF AURORA, IL**

**PROFESSIONAL SERVICES CHANGE
ORDER**

Client Contact: Michael Pegues

Contract Number: 20190213-01

Work Order Number: 001

Change Order Number: 002

Change Order Date: August 29, 2019

Engagement Manager: Cyrus Walker

Introduction

This Project Change Order Request is Appended to the Contract Services Agreement for services by and between Data Defenders and City of Aurora, IL Information Technology Division (COA) dated June 20, 2019 ("Agreement").

Schedule Number: 001

Effective Date: August 29, 2019

This Project Change Order Request is governed by the above referenced Agreement, the terms and conditions of which are hereby incorporated into this Project Change Order Request by this reference. The terms of this Project Change Order Request shall control if there is a conflict with the terms of the Agreement. The following defines the Project Change Order Request to be provided by Data Defenders.

Project Name	Cybersecurity Assessment
Requested By	City of Aurora, IL
Presented To	Michael Pegues, Chief Information Officer
Change Name	Project Scope Change
Change Number	002
Date of Request	August 28, 2019

Description of Change

The scope of change will include the following:

1. The Incident Response Plan Review will be upgraded to the development of a new Incident Response Plan for the City of Aurora, IL
2. The pricing of the overall project will increase from the current price of \$122,000.00 to \$140,000.00.

Reason for Change

Michael Pegues, CIO of COA requested the change of scope for the assessment of the Incident Response Plan to developing a new Incident Response Plan for the City of of the External Penetration Testing task to the Cybersecurity Assessment Scope of Work. The addition of this task will not change the overall timeline of delivery as the additional task will be performed in parallel with the current SOW Timeline.

Statement of Work for Change Order

STATEMENT OF WORK SUMMARY

Data Defenders is being engaged by COA to develop a new incident response plan. The scope of work to conduct this task for the City of Aurora is provided below.

TASK #1 – INCIDENT RESPONSE PLAN DEVELOPMENT

Sub-tasks for the development of a new incident response plan include the following:

- **Business Impact Analysis**

Data Defenders will work with the COA CIO and IRT to conduct a business impact analysis to document the areas of greatest concern in the infrastructure. The results will be used to help

prioritization of incidents during triage for incident response and to develop the necessary workflows based on the related categorizations

- **Incident Categorization and Response Workflows**

Data Defenders will work with the COA Incident Response Team (IRT) to identify the top reportable events and incidents about which the City is concerned and work with the team to develop and document dedicated response workflows and escalation procedures for each concern.

- **Assessment Methodology**

Data Defenders will work with the COA IRT to develop an assessment methodology to determine the priority of an incident relative to other incidents identified in the environment based on the type, source, and target of the incident (target mapped to BIA results).

- **Incident Response Tabletop Exercise**

Data Defenders will develop and facilitate an Incident Response tabletop exercise to test the COA IRT and key stakeholders on their ability to execute response capabilities for the highest priority concerns for the City.

Effect on Deliverables (Including a List of Any Affected Deliverables)

The following deliverables will be added to the overall SOW:

- a. New Incident Response Management Plan

Effect on Project Schedule (Including Estimated Completion Date for This Change)

Data Defenders will engage project resources to execute the above work in alignment with the current Incident Response Plan Review work-streams. The overall project delivery and timeline objectives will not change as a result of the addition of this task.

Effect on Project Cost

Item Description	Hours		Dollars	
	Reduction	Increase	Reduction	Increase
Incident Response Plan Development		120 Hours		\$18,000.00
Total Change Request Cost				\$18,000.00
Original Total Project Cost (Pre-Change)				\$122,000.00
New Total Project Cost (Post-Change)				\$140,000.00

Signatures

DATA DEFENDERS ENGAGEMENT MANAGER

☒ **Approved**

Signature: _____

☐ **Rejected**

Title: Managing Principal **Date:** 7/31/2019

CITY OF AURORA, IL

☐ **Approved**

Signature:

☐ **Rejected**

Title:

Date:

WE ARE THE DEFENDERS OF YOUR INFORMATION WORLD!

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