

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**.

****All fields must be completed.****

Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: 7/14/2014

Please mark one: ☒ Bill Request or ☐ Resolution Request

1. Has your agency submitted this request in the last 12 months?

☐ Yes ☒ No

If yes, please explain:

2. Title: *(Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)*

An ordinance request to amend the City's contract for Payment Card Industry Data Security Standard (PCI DSS) compliance validation services with vendor Trustwave [contract CE74035] to add term of 12 months, no additional dollars, while the next contract negotiation process is completed.

3. Requesting Agency: Department of Finance

4. Contact Person: *(With actual knowledge of proposed ordinance/resolution.)*

- **Name:** Alyssa White
- **Phone:** 720-913-9346
- **Email:** alyssa.white@denvergov.org

5. Contact Person: *(With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)*

- **Name:** Alyssa White
- **Phone:** 720-913-9346
- **Email:** alyssa.white@denvergov.org

6. General description of proposed ordinance including contract scope of work if applicable:

The City contracts with Trustwave to maintain credit card information security (PCI DSS) compliance through validation services and education surrounding the processing and handling of payment cards. Compliance efforts help protect the City from potential data breaches and potential fines and fees imposed by the card brands (Visa, Mastercard, Discover, and American Express). As payment card acceptance and technologies expand, so does the scope of PCI compliance efforts. The proposed ordinance updates the term of the Trustwave contract to add 12 additional months to the agreement. This request adds no additional dollars to the contract.

****Please complete the following fields:** *(Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field – please do not leave blank.)*

- a. **Contract Control Number:** CE74035
- b. **Duration:** Currently October 23, 2007–July 31, 2013; request to add 12 mo. term for expiration of July 31, 2015
- c. **Location:** N/A – PCI compliance validation services apply to the processing of payment cards City-wide
- d. **Affected Council District:** N/A
- e. **Benefits:** Maintaining PCI DSS compliance, mitigating risk of potential breaches, fines, and fees
- f. **Costs:** Adds no additional dollars to current contract totaling \$798,000

7. Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain.

None known

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____



Michael B. Hancock
Mayor

CITY AND COUNTY OF DENVER

DEPARTMENT OF FINANCE

CARY KENNEDY
CHIEF FINANCIAL OFFICER &
MANAGER OF FINANCE

201 W. COLFAX AVENUE, DEPT 1010
DENVER, COLORADO 80202
PHONE: (720) 913-1514

Ordinance Request Executive Summary

An ordinance to amend the City's existing contract for Payment Card Industry Data Security Standard (PCI DSS) compliance validation services by adding 12 months and no dollars to the term.

The proposed ordinance updates the term of the Trustwave contract to extend services by approximately 12 months for a new contract expiration of July 31, 2015. This request adds no additional dollars to the contract. The City receipts over \$200 million in credit/debit card payments annually, and contracts with vendor Trustwave to maintain PCI DSS compliance through validation services surrounding the processing and handling of these payment cards and the sensitive data associated. Trustwave's role includes payment infrastructure scanning, assessment, and penetration testing on the systems processing payment cards, and providing the City an annual status report required by the payment card brands (Visa, Mastercard, Discover, and American Express). Compliance efforts help to protect the City from potential data breaches and potential fines and fees imposed by the card brands for non-compliance and should a breach occur. The City achieved PCI DSS compliance in 2012, and will continue work to maintain this compliancy through the installation of new technologies and expansion of the City's payment card program. An RFP process is being conducted and this addition of 12 months provides for an orderly transition if another vendor is selected.

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Revised 08/16/10