KCMO PRELIMINARY VENDOR SECURITY QUESTIONNAIRE

FORM 2- CONFIDENTIAL and PROPRIETARY

This vendor or 3rd party-vendor cybersecurity questionnaire is required to be completed by all potential vendors proposing or already doing business with the City of Kansas City, Missouri (KCMO) or with any KCMO affiliated agency or department.

Additional information may be requested depending on the answers or lack of answers that are provided. (Please attach all related information and documentation including contact information).

This information has been deemed non-discoverable under the MO Sunshine Law. The City will not be releasing this form under the MO Sunshine Law.

Vendor Questions: (Please provide requested details under each question or append to the end of this document with reference to the specific question being answered)

☐ Yes ☐ No - As a supplier to the City of KCMO, does your company have a written controls plan that contains the administrative, technical, and physical safeguards you use to collect, process, protect, store, transmit, dispose, or otherwise handle KCMO data (e.g., Information Security Plan)? Please provide.

☐ Yes ☐ No - As a supplier to the City of KCMO, does your system or application which will be storing our company data provide access control mechanisms (e.g., unique user IDs, passwords standards, role-based access)? Please explain.

☐ Yes ☐ No - As a supplier to the City of KCMO, does the system or application provide multi-tenant controls for separation of users and data within the service? If yes, please provide policy/procedures.

☐ Yes ☐ No - As a supplier to the City of KCMO, does your company utilize encryption methods for data in transit and data at rest where technically possible and legally permissible? Please explain i.e. use of data serialization for privacy.

☐ Yes ☐ No - As a supplier to the City of KCMO, does your company have a written business continuity/disaster recovery plan, which is tested on a periodic basis? Please elaborate and provide a copy your plan(s)

☐ Yes ☐ No - As a supplier to the City of KCMO, does your company ensure adequate steps are taken to guard against unauthorized access to KCMO data (e.g., firewall)? Please list the technology and processes that are in place.

☐ Yes ☐ No - As a supplier to the City of KCMO, does your company maintain up-to-date versions of anti-virus software, anti-malware, antispyware, and operating systems security patches? Please elaborate.

☐ Yes ☐ No - As a supplier to the City of KCMO, will your company actively monitor and manage your IT security environment to prevent security incidents or breaches? Please elaborate.

☐ Yes ☐ No - As a supplier to the City of KCMO, does your company perform application security testing? Please describe and provide samples along with methodology.

☐ Yes ☐ No - As a supplier to the City of KCMO, does your company have a written plan to promptly identify, report, and respond to breaches of security related to KCMO data (e.g., incident response plan)?

☐ Yes ☐ No - As a supplier to the City of KCMO, will third party vendors (e.g., subcontractor, managed shared hosting) be used by your company and be restricted from having access to the system or application data of KCMO?

☐ Yes ☐ No - As a supplier to the City of KCMO, does your company provide assurance (in the form of a written report) for you and your third-party vendor's security and controls while KCMO data is being collected, processed, and retained? If yes, please provide your most current report

☐ Please provide the results of your last security audit you have for your company and any relevant third-party service provider your company contracts.

☐ What specific services are included in KCMO monthly service fee? What services will be an additional fee?

☐ What is or will be the length of this contract? What is or will be the Service Level Agreement (SLA) with KCMO and how often is KCMO able to change or modify this SLA?

ADDITIONAL INFORMATION

1. KCMO reserves the right to perform an audit at any time during the term of any agreement between KCMO and a vendor to verify their compliance with the

answers provided.

2. KCMO may require additional information based the answers or lack of answered provided.

3. Vendors should provide copies of requested documentation including any certifications, prior assessments, or test results.