



**General Purposes Committee
Electronic Meeting**

**Council Chambers, City Hall
6911 No. 3 Road**

**Monday, February 5, 2024
4:00 p.m.**

Pg. # ITEM

MINUTES

GP-3 *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on January 22, 2024.*



FINANCE AND CORPORATE SERVICES DIVISION

1. **AWARD OF CONTRACT 8259P – IT SECURITY - EXTENDED DETECTION AND RESPONSE (XDR)**
(File Ref. No. 04-1300-01) (REDMS No. 7489418)

GP-12

[See Page GP-12 for full report](#)

Designated Speaker: Grant Fengstad

STAFF RECOMMENDATION

- (1) *That contract 8259P – Extended Detection and Response (XDR) solution be awarded to Optiv Canada for an aggregate value of \$534,813.30, exclusive of taxes for an initial contract term of three years, which includes an option to extend with the value of \$478,376.50 at the end of the initial term for a further three years as described in the report titled “Award of Contract 8259P – IT Security - Extended Detection and Response (XDR)” dated January 2, 2024 from the Director, Information Technology; and*

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ITEM

- (2) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to extend the initial three-year term up to the maximum total term of six years as described in the report “Award of Contract 8259P – IT Security - Extended Detection and Response (XDR),” dated January 2, 2024, from the Director, Information Technology; and*
- (3) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract amendment and all related documentation with Optiv Canada over the six-year term.*

ADJOURNMENT



General Purposes Committee

Date: Monday, January 22, 2024

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the General Purposes Committee held on January 8, 2024, be adopted as circulated.

CARRIED

AGENDA ADDITIONS

It was moved and seconded
That:
Sheraton Hotel Strike be added to the agenda as Item No. 7; and
Snow Report be added to the agenda as Item No. 8.

CARRIED

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PLANNING AND DEVELOPMENT DIVISION

1. 2024 CHILD CARE GRANTS

(File Ref. No. 03-1085-01) (REDMS No. 7473884)

It was moved and seconded

- (1) That the Child Care Capital Grants be awarded for the total recommended amount of \$50,000.00 as identified in the staff report titled "2024 Child Care Grants" dated January 3, 2024, from the Director, Community Social Development;*
- (2) That a second call for applications for the Child Care Professional and Program Development Grants be issued in March 2024 and recommendations for grant allocations be brought forward in a subsequent report for Council consideration; and*
- (3) That the grant funds be disbursed accordingly following Council approval.*

CARRIED

2. 2024 HEALTH, SOCIAL AND SAFETY GRANTS

(File Ref. No. 03-1085-01) (REDMS No. 7442143)

In response to queries from Committee, staff noted that (i) they provided a cost of living increase to returning grant recipients as per past practice, (ii) their report recommends that Church on Five receive an additional allocation on top of the funding it received last year plus an additional cost of living adjustment for a total amount of \$13,108.80, (iii) grant recipients must submit a grant use report detailing their activities during the specified grant period, (iv) the 2024 Health, Social, and Safety Grant budget has no remaining balance, (v) The Salvation Army and Turning Point Recovery Society received Health, Social and Safety grants in previous years and the City received a UBCM grant in 2021 that went towards programs including drop-in centres and food outreach programs, (vi) the City has been in discussion with UBCM and the Province about further funding opportunities and has expressed the need for ongoing funding, and (vii) the overall grant amounts are determined during the budget process and allocated annually.

Pilar Bradshaw, Founder and Director, Society for Youth Empowerment and Strength (YES), spoke to her request for Council to reconsider her application for a Health, Social and Safety grant for her non-profit organization, Youth Empowerment and Strength, highlighting their youth empowerment program, which includes strength training and fitness sessions for at-risk youth between the ages of 13 and 17.

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It was moved and seconded

- (1) *That the 2024 Health, Social and Safety Grants be awarded for the total recommended amount of \$683,590.00 as identified in Attachment 2 of the staff report titled "2024 Health, Social and Safety Grants," dated January 3, 2024 from the Director, Community Social Development; and*
- (2) *That the grant funds be disbursed accordingly following Council approval.*

The question on the motion was not called as the following **amendment motion** was introduced:

It was moved and seconded

That the grant amount to Church on Five be increased from \$13,108 to \$35,000, with funding coming from the Council Contingency fund.

The question on the amendment motion was not called as discussion ensued regarding the value of services, including meals and after hours outreach programs, provided by Church on Five.

The question on the amendment motion was then called and it was **CARRIED**.

Discussion ensued regarding the youth empowerment program offered by Society for Youth Empowerment and Strength. As a result of the discussion, the following **amendment motion** was introduced:

It was moved and seconded

That a grant amount of \$2,500, with funding coming from the Council Contingency fund, be awarded to the Society for Youth Empowerment and Strength.

The question on the amendment motion was not called as in response to a query from Committee, staff advised that Connections Community Services Society is the only Richmond-based organization that serves the Indigenous community in Richmond.

The question on the amendment motion was then called and it was **CARRIED**.

Discussion ensued regarding grant funding for The Society of St. Vincent de Paul Vancouver Archdiocesan Central Council. As a result of the discussion, the following **amendment motion** was introduced:

It was moved and seconded

That the grant amount to The Society of St. Vincent de Paul Vancouver Archdiocesan Central Council be increased from \$5,125 to \$10,000.

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The question on the amendment motion was not called as discussion ensued regarding services provided, including the community meal program.

The question on the amendment motion was then called and it was **CARRIED**.

The question on the main motion as amended, which reads as follows:

- (1) *That the 2024 Health, Social and Safety Grants be awarded for the total recommended amount of \$712,857.00 as identified in Attachment 2 of the staff report titled "2024 Health, Social and Safety Grants," dated January 3, 2024 from the Director, Community Social Development and as amended to include an increased amount of \$35,000 to Church on Five, \$2,500 to the Society for Youth Empowerment and Strength, and an increased amount of \$10,000 to The Society of St. Vincent de Paul Vancouver Archdiocesan Central Council funded from the Council Contingency fund; and*
- (2) *That the grant funds be disbursed accordingly following Council approval.*

was then called, and it was **CARRIED**.

COMMUNITY SERVICES DIVISION

3. **2024 ENVIRONMENTAL ENHANCEMENT GRANTS**

(File Ref. No. 11-7200-20-01) (REDMS No. 7472271)

In response to queries from Committee, staff advised that (i) the total amount of the 2024 Environmental Enhancement Grants is \$37,303 and (ii) announcements were posted on the City's website, social media channels, Community Services e-newsletter and in a press release, advising the public that applications were being accepted for the 2024 City Grant Program, in addition to directly notifying previous grant applicants from the past two years.

It was moved and seconded

- (1) *That the 2024 Environmental Enhancement Grants be awarded for the recommended amount of \$37,303 as identified in Attachment 1 of the staff report titled "2024 Environmental Enhancement Grants", dated January 3 2024, from the Director, Parks Services; and*
- (2) *That the grant funds be disbursed accordingly following Council approval*

CARRIED

4.

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4. **2024 PARKS, RECREATION AND COMMUNITY EVENTS GRANTS**
(File Ref. No. 03-1085-01) (REDMS No. 7408027)

In response to queries from Committee, staff advised that (i) the grant amounts have been established based on past funding requests and reallocating funds would impact other groups, (ii) a large portion of the Canadian International Dragon Boat Festival Society expenses are allocated towards registration and the sport itself to help subsidize costs associated with the events and the grant funds go towards volunteer support, supplies and artist/performer fees for the festival at Imperial Landing Park and the Society's budget listed on GP-334 is the total operating budget which includes other Dragon Boat events, (iii) the Parks, Recreation and Community Events Grant Review Committee consists of four staff members from various areas in Parks and Recreation and each application is independently assessed based on the Application Scoring Criteria, (iv) letters are sent to applicants to advise on the outcome of their grant application and staff liaise with applicants to provide rationale and offer support for improving future applications, (v) they are not aware of any in-kind support provided by the City to the Dragon Boat Festival, (vi) Kajaks Track & Field Club is not recommended for funding as the projected program registration fees of \$200 per participant exceed the proposed program budget and it is at Council's discretion to impose grant conditions.

It was moved and seconded

- (1) *That the 2024 Parks, Recreation and Community Events Grants, less the proposed grant to KidSport – Richmond Chapter, be awarded for the total recommended amount of \$103,017, as identified in Attachment 1 of the staff report titled "2024 Parks, Recreation and Community Events Grants", dated January 3, 2024, from the Director, Parks Services, and the Director, Recreation and Sport Services; and*
- (2) *That the grant funds be disbursed accordingly, following Council approval.*

The question on the motion was not called as the following **amendment motion** was introduced:

It was moved and seconded

That a grant amount of \$2,000, with funding coming from the Council Contingency fund, be awarded to the Richmond Cosom Floor Hockey Association.

The question on the amendment motion was not called as discussion ensued regarding the funding source.

The question on the amendment motion was then called and it was **CARRIED.**

5.

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The following **amendment motion** was introduced:

It was moved and seconded

That the grant amount of \$4,000 allocated to the Canadian International Dragon Boat Festival Society be deleted.

The question on the amendment motion was not called as discussion ensued regarding the Dragon Boat Festival volunteers, artists, performers, and previous grants.

In accordance with Section 100 of the Community Charter, Cllr. Day declared to be in a conflict of interest as she is a member of a recreational Dragon Boat team in Richmond, and Cllr. Day left the meeting – 5:09 p.m.

Further discussion ensued regarding the Richmond Dragon Boat Festival and in response to queries from Committee, staff advised that (i) there is no traffic management plan or road closures for the event and the RCMP does not charge for their presence at events, (ii) the RCMP conducts a risk assessment through the Richmond Event Approval Coordination Team for each City event and the Dragon Boat Festival Society pays for additional security out of their own budget, (iii) of the requested \$15,000 in the grant application, \$4,000 was allocated to personnel, and (iv) a memorandum outlining a breakdown of volunteers and how their budget is allocated can be provided.

The question on the amendment motion was then called and it was **DEFEATED** with Mayor Brodie and Cllrs. Au, Hobbs, Loo, and Wolfe opposed.

Cllr. Day returned (5:16 p.m.).

The question on the main motion as amended, which reads as follows:

- (1) *That the 2024 Parks, Recreation and Community Events Grants, less the proposed grant to KidSport – Richmond Chapter, be awarded for the total recommended amount of \$105,017, as identified in Attachment 1 of the staff report titled “2024 Parks, Recreation and Community Events Grants”, dated January 3, 2024, from the Director, Parks Services, and the Director, Recreation and Sport Service and as amended to include a \$2,000 grant to the Richmond Cosom Floor Hockey Association, with funding coming from the Council Contingency fund; and*

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- (2) *That the grant funds be disbursed accordingly, following Council approval.*

was then called, and it was **CARRIED**.

In accordance with Section 100 of the Community Charter, Cllr. Loo declared to be in a conflict of interest as she is on the Board of Directors of KidSport – Richmond Chapter, and Cllr. Loo left the meeting – 5:17 p.m.

Discussion ensued with regard to grant funding for KidSport, and as a result of the discussion, the following **motion** was introduced:

It was moved and seconded

That the grant to KidSport – Richmond Chapter be awarded in the amount of \$20,000.

CARRIED

Cllr. Loo returned (5:19 p.m.).

5. **2024 ARTS AND CULTURE GRANTS**

(File Ref. No. 03-1085-01) (REDMS No. 7497664)

In response to a query from Committee, staff advised that the Richmond Potter's Club and Textile Artists Guild of Richmond will be applying for project funds in future years and the organizations receive the equivalent of operating support through subsidized room rentals.

It was moved and seconded

(1) *That the 2024 Arts and Culture Grants be awarded for the total recommended amount of \$127,364, as identified in Attachment 1 of the staff report titled "2024 Arts and Culture Grants," dated December 18, 2023, from the Director, Arts, Culture and Heritage Services; and*

(2) *That the grant funds be disbursed accordingly following Council approval.*

CARRIED

COUNCILLOR CAROL DAY

6. **CEBA LOAN EXTENSION**

It was moved and seconded

7.

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That a letter requesting an extension for the Canada Emergency Business Account (CEBA) loans repayment for small businesses to December 31, 2024 be sent to the Honourable Chrystia Freeland, Deputy Prime Minister and Minister of Finance, and the Honourable Mary Ng, Minister of Export Promotion, International Trade and Economic Development, and that copies be sent to MP Parm Bains and MP Wilson Miao.

The question on the motion was not called as discussion ensued regarding the potential impact to small businesses.

The question on the motion was then called and it was **CARRIED**.

ENGINEERING AND PUBLIC WORKS

7. **SHERATON HOTEL STRIKE**

(File Ref. No.)

Discussion ensued regarding the ongoing labour dispute with Sheraton Vancouver Airport Hotel Richmond workers and the previous motion passed by Council at the January 15, 2024 Council meeting to provide support to the hotel workers.

As a result of the discussion, the following **motion** was introduced:

It was moved and seconded

That the City of Richmond provide support to the Hotel and Hospitality Workers by not doing any business with the Hilton Vancouver Airport and Vancouver Airport Marriott Hotels, in addition to the Sheraton Airport hotel, until there is a resolution to the job action at the Sheraton Vancouver Airport Hotel Richmond.

The question on the motion was not called as discussion ensued regarding picket lines and supporting Sheraton Hotel workers.

The question on the motion was then called and it was **CARRIED** with Mayor Brodie and Cllrs. Loo and Hobbs opposed.

8. **SNOW REPORT**

(File Ref. No.)

Staff provided an overview of their preparation and response to the snow event that occurred January 16-18, 2024, highlighting that priority routes were pretreated with brine and crews operating at full capacity from the evening of January 16 until the morning of January 19.

Discussion ensued regarding the City's winter weather response including (i) the snow response route map and (ii) the challenge of keeping multi-use pathways clear during snow events, which was tested during a pilot project.

8.

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It was moved and seconded

That the verbal report regarding the January 16-18, 2024 snow event be received for information.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:52 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, January 22, 2024.

Mayor Malcolm D. Brodie
Chair

Shannon Unrau
Legislative Services Associate



To: General Purposes Committee **Date:** January 2, 2024
From: Grant Fengstad **File:** 04-1300-01/2023-Vol
 Director, Information Technology 01
Re: **Award of Contract 8259P – IT Security - Extended Detection and Response (XDR)**

Staff Recommendation

1. That contract 8259P – Extended Detection and Response (XDR) solution be awarded to Optiv Canada for an aggregate value of \$534,813.30, exclusive of taxes for an initial contract term of three years, which includes an option to extend with the value of \$478,376.50 at the end of the initial term for a further three years as described in the report titled “Award of Contract 8259P – IT Security - Extended Detection and Response (XDR)” dated January 2, 2024 from the Director, Information Technology; and
2. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to extend the initial three-year term up to the maximum total term of six years as described in the report “Award of Contract 8259P – IT Security - Extended Detection and Response (XDR),” dated January 2, 2024, from the Director, Information Technology; and
3. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract amendment and all related documentation with Optiv Canada over the six-year term.

Grant Fengstad
Director, Information Technology
(604-276-4096)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Service Solutions	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

In 2014, the City was a participant in the Province of British Columbia (“Province”) corporate supply agreement #CS-000810 (“CSA”) for Computer Anti-malware Software and Services. This agreement allowed the City to purchase antivirus end-point security protections at the same terms and pricing as the Province. This CSA expired on April 1, 2022, and the Province did not extend this contract.

The rapidly changing security landscape has resulted in newer technologies being created to mitigate and protect organizational assets. Within the Information Technology workplan for 2023, it was identified to research newer options to improve the security protocols for the City.

The most common way for external cyber criminals to gain access to any organization is through the endpoint devices (desktops, laptops) that are in use. Traditionally, these devices were primarily targeted by cyber criminals to infect an organization with viruses and worms which would encrypt and hold data ransom (ransomware). Cyber threats have become increasingly complex with actions now involving remote breaches and account impersonations. Traditional anti-virus solutions can no longer address these increasingly sophisticated threats.

Staff are recommending to install a next-generation extended detection and response (XDR) solution to protect the City’s devices and network. XDR solutions extend the capability of traditional anti-virus solutions by using machine learning and artificial intelligence to provide enhanced capabilities to respond to cybersecurity threats across endpoints on a network. Additionally, staff are recommending a managed service which would have the awarded vendor provide 7 day a week / 24 hour a day active monitoring of the security state for all devices. Failing to implement this next-generation solution would introduce greater risk that the City would become compromised in the future.

This report supports Council’s Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

Community safety and preparedness through effective planning, strategic partnerships and proactive programs.

This report supports Council’s Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.2 Seek improvements and efficiencies in all aspects of City business.

Analysis

Procurement Process

A Request for Proposals 8259P - Extended Detection and Response (XDR) Solution was posted to BC Bid on September 13, 2023.

The following describes the full scope of services that are required by the City.

The solution will enable real-time monitoring of all computers on the City’s network using advanced heuristics, algorithms and artificial intelligence. The monitor specifically will look for any activities that may be indicators of compromise and automatically isolate and quarantine devices and prevent infection to other computers. Extended Detection and Response (XDR) is an advanced, next generation solution for end-point device management and is critical in the toolkit for cybersecurity management.

Review Process

The City received the following nine (9) proposals by the submission deadline on October 10, 2023:

City staff evaluated proposals against the following criteria:

- Financial proposals (35%)
- Ability to meet technical requirements (30%)
- Program Approach and Implementation (25%)
- Corporate background and proposed team (10%)

Table 1 - Vendor Responses

Company	Financial Proposals	Proposal Score out of 100
Optiv Canada (“Optiv”)	\$534,813.30	67.25
GlassHouse Systems Inc	\$598,588.98	60.36
Cynamics	\$198,000.00	58.33
Compugen	\$291,228.83	57.96
iON United	\$779,074.00	Over budget
Blueshift Cybersecurity Inc	\$950,110.00	Over budget
CDW Canada Corporation	\$976,700.47	Over budget
MarcViews Network	\$6,256,782.00	Over budget
Information Stream Solution	\$6,408,532.00	Over budget

*Does not include applicable taxes

Proposals submitted by iON United, Blueshift Cybersecurity, CDW Canada Corporation, MarcViews Network and Information Stream Solution were reviewed; however due to budgetary considerations, they were not given any further review.

- The proposal submitted by Optiv received the highest overall score. Optiv’s proposed XDR Solution met all of the City’s technical requirements and their response outlined a comprehensive methodology for the provisioning of the Solution including qualified resources to support the product and deliver the Managed Services offered.
- GlassHouse Systems, Inc. received the second highest evaluation score but did not demonstrate relevant experience with past engagements where an XDR solution was implemented. Additionally, they quoted the highest year over year escalation fees of 6% per year.

- Dynamics received the third highest score but did not offer a managed services option. There was limited public information available on the company, beyond that it was established in 2019 as an AI-driven Network Detection and Response start-up.
- The proposal received from Compugen was considered however their financial proposal did not include the cost of either managed or value add services. In addition, the proposed solution had some technical limitations.

Financial Impact

The contracted value is within the Council approved operating budget for Information Technology.

Table 2 - Contract Costs

Description	Costs
Professional services fees (implementation cost)	\$56,436.80
Subscription cost – three year term	\$280,911.00
Managed services cost – three year term	\$197,465.50
Total contract value	\$534,813.30
PST on contracted services	\$37,436.93
Total Awarded Value	\$572,250.23

The City has the option to renew the contract for an additional 36 months under the same terms and conditions.

Conclusion

The proposal submitted by Optiv Canada (“Optiv”) having received the best overall score, based on corporate background, implementation, technical requirements and cost. Staff recommend the submission by Optiv to be awarded by Council as it represents the best value to the City.



Angela Deer, B. Sc, MBA, PMP
 Manager, IT Compl and Project Deliv
 (604-276-4252)

AED:gf