Maryland
DEPARTMENT OF GENERAL SERVICES

Policies and Procedures

Cybersecurity Infrastructure Modernization Procurements Under $1 Million

PURPOSE

To provide all Procurement Officers with the criteria and guidelines for determining if a particular Information Technology (IT) procurement falls within the definition of "modernizing cybersecurity infrastructure" and the procedures for requesting the procurement to be conducted under the authority of the Department of General Services Office of State Procurement (DGS OSP).

BACKGROUND

HB1205, 2022 Laws of Maryland, Ch.243 amended State Finance and Procurement Annotated Code (SFP) § 12-101 (a) to exempt "procurements by the Department General Services **for the purpose of modernizing cybersecurity infrastructure** for the State valued below $1,000,000" (the "exemption") from the jurisdiction of the Board of Public Works (BPW).

POLICY

All procurements for the purpose of modernizing cybersecurity infrastructure shall be procured by or under the delegated authority of DGS OSP based upon the determination that the procurement meets the criteria of the definitions of the terms "modernize" and "cybersecurity infrastructure" stated within this policy. The Department of Information Technology (DoIT) as the subject matter experts for IT shall make the written determinations for its own or other State Agencies' IT procurements.

DEFINITION OF TERMS

"Cybersecurity Infrastructure" means the full panoply of security tools and strategies designed or implemented to reduce cyber risk / protect the entirety of the State's information technology systems, applications, hardware, software, and data. That would include, at a minimum, expansion of capabilities and addressing vulnerabilities with respect to:

- Data Security - protecting State IT systems and maintaining the integrity of data contained within;
- Endpoint Security - protecting endpoints such as PCs, servers, Internet of Things (IoT), smartphones, etc. from malware, hackers, etc.;
- Application Security - protecting software and other applications from being hacked, compromised, accessed without proper authorization, or disabled;
- Network Security - protecting network infrastructure and software from unauthorized access; operational security/vulnerability management -- day-to-day monitoring and security management including scanning for potential threats and vulnerabilities, patching, hardening, etc.;
- Identity and Access Management - user authentication;
- Business Continuity and Disaster Recovery - planning for IT disruptions (regardless of the cause) and restoring IT functionality as soon as possible after such an event;
- Security Training; and,

- Any new tools or strategies that are not currently deployed in protection of the State's IT assets as well as expansions, upgrades and enhancements to existing tools or strategies currently in use by the State.

"Modernize" means to adapt to needs presented by a changing landscape by the adoption, installation, and implementation of modern equipment, ideas, strategies and methods/to improve through the use of new ideas and technology.

PROCEDURE

1. An agency, including DoIT or DGS, has an IT project need. This IT project is submitted to DoIT Intake for review.

2. DoIT reviews the request and makes a determination as to whether the IT project is within the exemption.

3. DoIT submits a written determination to DGS OSP addressing whether: (1) the IT project is within the exemption or (2) the IT project does not fall within the exemption, after which DGS OSP will begin processing the procurement.

4. At its discretion DGS OSP will conduct the procurement on behalf of the agency or oversee the agency's conduct of the procurement based upon its delegation from DGS OSP.

5. When the procurement is completed, the recommended contract award will be approved by DGS OSP if the contract is below $1 million.

6. If the IT project is determined to fall outside of the exemption, the IT project moves through the DoIT Intake and DGS OSP procurement processes in its normal course of business.

NOTE: When entering the IT Cybersecurity requisition/solicitation/blanket purchase order/etc. in ADPICS and eMMA, the CATEGORY OF WORK field for IT Cybersecurity is "ITC".

Version Number	Published Date	Reason for Change
2	July 14, 2023	Updated for note about Category of Work field