

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE RATIFIED SUBMISSION OF A GRANT APPLICATION TO THE WYOMING SECRETARY OF STATE'S OFFICE FOR AN ELECTIONS/CYBERSECURITY GRANT, ON BEHALF OF THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING TO REQUEST FUNDING FOR PHYSICAL ELECTION SECURITY IN THE AMOUNT OF \$2,250.00.

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED FOR THE PURCHASE OF A 360 DEGREE CAMERA INTERIOR IN THE COURTHOUSE TO VIEW ELECTION SERVER AND BALLOT PRINTER.

WITNESSETH

WHEREAS, the Laramie County Board of Commissioners is eligible to apply for and receive Secretary of State election/cybersecurity funds and;

WHEREAS, the Governing Body of Laramie County desires to participate in the Wyoming Office of Secretary of State (elections/cybersecurity) by sponsoring this grant application to assist in financing these physical security measures; and

WHEREAS, the Governing Body of Laramie County has been provided with preliminary cost estimates and information on this project; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY that a grant application for \$2,250.00 be submitted to the Wyoming Office of Secretary of State for consideration of assistance in funding Laramie County under the elections and cybersecurity grant program.

BE IT FURTHER RESOLVED, that Sandra Newland, or her successor in the position of Laramie County Grants Manager, is appointed as agent of the Laramie County Board of Commissioners to execute and submit applications and certifications for these funds and to receive funds and implement the programs funded under this grant.

PASSED, APPROVED AND ADOPTED THIS 21ST DAY OF JUNE 2022.

By: _____

Date: _____

Troy Thompson, Chairman

ATTEST:

Date: _____

Debra Lee, Laramie County Clerk

Received and Approved as to Form only By:



Date: 6/2/22

Laramie County Attorney's Office

2022 Wyoming Secretary of State Physical and Cyber Security Funding Request

Your funding request has been submitted. You should hear from our Office in the next 5 -7 business days. Thank you!

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2022 Wyoming Secretary of State Physical and Cyber Security Funding Request

This request is being submitted to the Wyoming Secretary of State's Office (WYSOS) for election related physical and/or cyber security improvement funding assistance to the county making application.

Counties requesting WYSOS funding assistance to remedy:

* PHYSICAL security gaps must commit to implementing the related project no later than August 1, 2022.

* CYBERSECURITY gaps must commit to implementing the related project no later than December 31, 2022.

If meeting the above implementation dates is not reasonable for your respective project, please reach out to Andrea.Byrne@wyo.gov or via telephone at 307.777.5953 prior to your grant request submission so an appropriate discussion can be had.

Incomplete requests will not be considered.

newlandsandra83@gmail.com [Switch account](#)



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* Required

Email *

sandra.newland@laramiecountywy.gov



1. County *

Laramie ▼

2. Point of Contact Name *

Sandra Newland

3. Point of Contact Telephone *

13076334201

4. Point of Contact Email Address *

sandra.newland@laramiecountywy.gov

5. County Clerk Name and Address *

Debra Lee, 309 W. 20th Street, Cheyenne, WY 8

6. Are you requesting funding assistance for physical security improvements, cyber security improvements, or both? *

- ☒ Physical Security Improvements
- ☐ Cyber Security Improvements
- ☐ Both

7. If your project involves physical security improvements, please provide information about the physical security gap and how it is being remedied with the funding application.

Please provide plenty of detail!

The Election Management System (Electionware) used by Laramie County includes a hardened server. The server is utilized in the election office of the County Clerk, which is in an area where physical isolation of the equipment is not possible. The area has no interior doors. The area also houses a Ballot on Demand printer which enables the printing of official ballots. In order to ensure the physical security of this critical election equipment, Laramie County proposes installation of a security camera to record and capture movement in and around the area where the server and Ballot on Demand printer resides. Footage from the camera will be accessible to and monitored by the County Clerk/Chief deputy and ITD.

8. If your project involves cyber security improvements, please describe the project and how it mitigates cyber security risks for Wyoming's elections.

Please provide plenty of detail specific to your office, county, and/or the state.

NA

9. How will your project increase the capability or reduce vulnerabilities in protecting, preventing, responding, or recovering from an act of terrorism in relation to elections as critical infrastructure? *

Project will mitigate the risk of unauthorized personnel attempting to access Electionware and the Ballot on Demand printer during periods of time when staff are not present in the area. Video surveillance will also ensure that authorized personnel follow official protocols on use of the equipment. The security camera will reduce vulnerabilities in physical security of the Election Office.



10. What is the funding amount you are requesting? *

IMPORTANT: Supporting documentation such as quotes or bid information must be submitted to Andrea.Byrne@wyo.gov and must reflect the amount being requested.

\$2,250.00 see vendor bid

11. On what date do you anticipate the project to be completed? *

REMINDER: If it is a physical security project, you must complete the project by July 1, 2022. If it is a cyber security project, that must be completed by December 31, 2022.

Date

07/01/2022

12. Milestones: Please submit a minimum of three (3) milestones associated with this project if funding is approved. *

Milestones should represent a logical progression of the project to allow for realistic monitoring and management. Please include target dates for completion of each milestone. A milestone cannot be something which has already occurred.

1. Upon award, we will request an updated quote to move forward with the purchase of a security camera. We anticipate being able to move forward with this milestone upon funding and would need approximately three weeks for completion. 2. We will contract with selected vendor for the ordering/installation or training associated with the equipment. 2. Finalize and closeout grant funds by 7/1/22 with all components of the project being 100% complete.

13. Are you currently utilizing, or have you utilized, any of the free DHS election cyber security services? *

IMPORTANT: A response of "No" could jeopardize your funding request.



☒ Yes☐ No

14. If yes, describe which services and when those services started in your county.

We are members of the following: EI-SAC, MSI-SAC, US CERT Mailing List, we receive emails from the local fusion center, SISA participation, and participation in the DHS audit as well as various trainings and conferences that have been made available. We have been active in election security organizations since 2016 and with other cybersecurity organizations for a longer period. Since Laramie County is responsible for emergency management services, we are required to comply with a high level of cybersecurity and physical security measures.

15. If no, why not?

NA

16. Please provide the name and title of the county commissioner required to be a signatory on the funding agreement (your county clerk, as the county's chief election official, will also be a signatory). *

Troy Thompson, Chairman and Debra Lee, County Clerk

17. Are there any other individuals required to sign the funding agreement? *

☒ Yes☐ No

18. If yes, please provide the name and title of those individuals.

Mark Voss, County Attorney

You will receive a response from our Office within 2-3 business days following submission of this form and receipt of supporting documentation as per #10 above.

A copy of your responses will be emailed to the address you provided.

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QUOTATION: 174205
VideoTronix Incorporated
401 West Travelers Trail
Burnsville, MN 55337

BILL TO:		JOB LOCATION:	
COMPANY:	Laramie County	COMPANY:	Laramie County
ADDRESS:	309 West 20th Street	ADDRESS:	309 West 20th Street
	Courthouse		Courthouse
	Cheyenne, WY 82001-3601		Cheyenne, WY 82001-3601
DATE:	May 25, 2022	SALES REP:	Katie Jump
PHONE:	(720)417-9354 EXT	EMAIL:	katie.jump@vtisecurity.com

TITLE:

Laramie County - Elections Camera

SCOPE OF WORK:

Budget to install (1) 360 degree camera interior in the Courthouse to view Elections server & ballot printer. Backup SD card also included. VTI will program to the existing Milestone server. Laramie County will provide/pull cabling.

PART NUMBER	PART DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
01178-001	Camera, M3058-PLVE	1.00	\$826.36	\$826.36
XPCODL	License, Corporate Device Channel	1.00	\$285.13	\$285.13
YXPCODL	PMA for Xprotect Corporate License, 1 Year	1.00	\$50.99	\$50.99
S2-VMS-C-MS	License, S2 Milestone Integration, Per Camera, Beyond the Initial 4 Camera License	1.00	\$109.33	\$109.33
5801-951	64GB Card, High Endurance MicroSDXC	1.00	\$37.96	\$37.96
INSTALL	Installation Labor			\$600.00
PROJ MGMT	Project Management Labor			\$172.50
ENGINEER	Engineering Labor			\$125.00
FREIGHT	Freight Charges	1.00	\$40.00	\$40.00
1-YEAR-VTI-WARRANTY	1 Year VTI Warranty	1.00	\$0.00	\$0.00

EQUIPMENT:	\$1,309.77
LABOR:	\$897.50
FREIGHT:	\$40.00
SUBTOTAL:	\$2,247.27
ESTIMATED TAX*:	\$0.00
TOTAL:	\$2,247.27

**Sales Tax amount is an estimate and is subject to change based on local, city, state, or federal laws.*

IF YOU WISH TO ACCEPT THIS PROPOSAL AND RELATED STATEMENT OF WORK, PLEASE SIGN AND RETURN

BUYER: _____ BUYER SIGNATURE: _____ DATE: _____
(Print Name)