



REQUEST FOR WRITTEN QUOTATION

Cybersecurity Governance and Fractional CISO Advisory Services

RFQ number	RHTP-2026-A
Funding source	Oregon Rural Health Transformation Program (RHTP) Catalyst Grant; OHA Agreement 188026
Issue date	Jul 27, 2026
Questions due	Thursday, Jul 30, 2026
Submit Questions by email	bridget.brown@wvcenterforwellness.org
Quotation due	5:00 p.m. Pacific Time, Friday, Aug 7, 2026
Submit Quotation by email	bridget.brown@wvcenterforwellness.org
Anticipated term	Budget Period 1 through September 30, 2027; optional Budget Period 2 through September 30, 2028, subject to funding availability and written authorization.
Maximum available budget	Not to exceed \$240,000 total (\$120,000 BP1; \$120,000 optional BP2)
Anticipated Notice of Selection	Wednesday, August 12th 2026
Anticipated Contract Start Date	August 17th, 2026

WVCW may make an award based on written quotations, request clarifications, negotiate final terms, reject any or all responses, or cancel this solicitation.

1. Purpose and background

Wallowa Valley Center for Wellness (WVCW) is a rural behavioral health organization serving Wallowa County, Oregon. Through its RHTP Catalyst project, Secure, AI-Enabled Data Modernization for Rural Behavioral Health, WVCW is procuring specialized professional services to strengthen health information technology, cybersecurity, data use, and operational resilience.

This RFQ is intended to obtain comparable written quotations from qualified firms. The selected vendor will be an independent contractor. The award is contingent on final funding availability, OHA consent where required, successful contract negotiations, and completion of WVCW responsibility and compliance review.

2. Scope of work

WVCW seeks an independent cybersecurity governance and advisory partner to provide executive-level fractional CISO support, policy-to-practice remediation, healthcare security alignment, incident-readiness support, and sustained risk-reduction oversight. The role must remain distinct from day-to-day IT operations, product resale, and implementation work performed by other vendors.

Required outcomes and deliverables

- Kickoff, cybersecurity governance charter, decision-rights matrix, and prioritized implementation workplan.
- Review and refinement of WVCW cybersecurity policies, risk register, vendor-risk practices, and a documented crosswalk separating existing baseline services from new or expanded RHTP-funded work.
- HIPAA Security Rule alignment support, executive risk reporting, and documentation needed for cyber-insurance readiness.
- Incident-response plan review, tabletop exercise design and facilitation, after-action report, and remediation tracking.
- Recurring executive advisory meetings and written status reports covering risks, decisions, remediation progress, and unresolved dependencies.
- Staff and leadership security training support tailored to behavioral health operations and rural workforce realities.
- Budget Period 2 sustainability plan, policy refresh, continued remediation oversight, tabletop/training support, and transition or handoff documentation.
- Proposed mix of remote and on-site support, including separately priced periodic on-site services anticipated up to quarterly.

Scope boundaries

The following services are outside the scope of this RFQ unless specifically authorized in writing:

- Routine help-desk, network administration, hardware/software resale, or general managed IT services.
- Duplicate charges for MDR, patching, endpoint monitoring, or other operational services already provided by another vendor.
- Assessment or assurance conclusions that are not independent from the vendor's own implementation work.

Vendor workplan

The vendor shall propose a practical sequence of milestones, responsible personnel, dependencies, required WVCW participation, acceptance criteria, and a schedule that allows WVCW to begin priority work promptly after contract execution. Budget Period 2 work must be separately priced and will be optional, as funding for BP2 is not guaranteed.

3. Minimum vendor requirements (pass/fail)

- Legal authority and demonstrated capacity to perform the proposed work within the required period.
- No suspension, debarment, or exclusion from federal programs; selected vendor and principals will be verified before award.
- The selected vendor must provide its Unique Entity Identifier, if it has one, and any other information reasonably requested by WVCW to complete responsibility, exclusion, and grant compliance reviews. If a UEI or active SAM.gov registration is required by OHA Agreement 188026 or the resulting contract, the selected vendor must obtain and maintain it as directed by WVCW.
- Disclosure of actual or potential organizational or personal conflicts of interest, including prior assistance in developing WVCW grant language or procurement specifications.
- Ability to provide required insurance and execute WVCW contractual, confidentiality, audit-access, records-retention, and applicable federal flow-down terms.
- Ability to execute a Business Associate Agreement and data-security terms before accessing protected health information or WVCW systems, when applicable.
- Agreement that no paid work begins and no costs are incurred until a written contract or work order is fully executed.
- Ability to maintain sufficient staffing and continuity of named key personnel throughout the contract term.

4. Quotation format

Keep the response concise. WVCW recommends no more than eight pages, excluding resumes, references, and the price form. Include the following in this order:

1. Cover page with legal business name, address, primary contact, email, phone, and authorized signatory.
2. Unique Entity Identifier, if available, and disclosure of any current small business or supplier diversity certifications, including applicable SBA or Oregon COBID certifications.
3. Executive summary describing the proposed solution and why it fits a rural behavioral health setting.
4. Technical approach and workplan tied directly to the required deliverables.
5. Project team, roles, relevant certifications, and availability. Identify all proposed subcontractors and their roles. Describe any planned efforts to include qualified small businesses, minority businesses, women's business enterprises, veteran-owned businesses, or labor surplus area firms in subcontracting opportunities.
6. Including descriptions of up to three comparable projects and contact information for at least two client references
7. Security, privacy, data-governance, business-continuity, and incident-notification approach, as applicable.
8. Implementation schedule showing early milestones and dependencies.
9. Completed pricing table with separate Budget Period 1 and optional Budget Period 2 pricing.
10. Assumptions, exclusions, proposed contract exceptions, and any conflicts of interest.

5. Pricing

WVCW budget ceiling for this scope: Not to exceed \$240,000 total (\$120,000 BP1; \$120,000 optional BP2). A lower-priced, well-supported proposal is welcome. WVCW is not obligated to expend the full amount.

Pricing component	Budget Period 1	Optional Budget Period 2	Notes/assumptions
Professional services / fixed fees	\$	\$	
Software, licenses, or subscriptions	\$	\$	Identify term and unit cost
Implementation or one-time costs	\$	\$	
Travel and on-site costs	\$	\$	Show separately; subject to preapproval
Other pass-through costs	\$	\$	Itemize
Total proposed price	\$	\$	

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Pricing must be sufficient for WVCW to determine reasonableness and avoid duplicate or unallowable charges. Identify units, rates, quantities, one-time costs, recurring costs, optional costs, discounts, and all travel or pass-through expenses. Fixed-fee or milestone pricing is preferred where practical. Cost-plus-a-percentage-of-cost pricing is not acceptable.

6. Evaluation and selection

WVCW will evaluate responsive quotations using the factors below. Price is an important factor but will not be the sole basis for selection. WVCW may check references, request written clarification, or conduct a brief finalist interview before selection.

Consistent with 2 CFR 200.321, WVCW encourages participation by qualified small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms. Vendors may identify relevant federal, state, or other recognized business certifications in their quotations. Certification is not required unless expressly stated elsewhere in this RFQ and will not substitute for meeting the technical, responsibility, and pricing requirements.

Evaluation factor	Weight	What WVCW will consider
Technical approach and understanding of scope	30	Practical governance model, deliverables, independence, and clear boundaries with implementation vendors.
Qualifications and comparable experience	25	Fractional CISO leadership, healthcare/HIPAA cybersecurity, incident readiness, and references.
Rural behavioral health fit and communication	15	Ability to translate risk for executives and staff in a small, resource-constrained healthcare organization.
Capacity, timeline, and key personnel	10	Availability, continuity of named personnel, on-site capability, and prompt start.
Price and overall value	20	Reasonableness, transparency, deliverable alignment, and total cost of ownership.
Total		100 points

7. Contract and funding conditions

- The initial agreement will authorize only approved Budget Period 1 work. Budget Period 2 will be optional and may be exercised only through written authorization after funding and performance review.
- Invoices must identify the applicable deliverable, service period, personnel or units billed, approved expenses, and remaining contract balance. Payment will follow WVCW acceptance of deliverables.
- The vendor must maintain records supporting charges and performance and permit access by WVCW, OHA, the Oregon Secretary of State, and authorized federal representatives as required by the grant.
- The vendor must protect confidential information and ePHI, use only approved systems and subprocessors, and immediately report suspected security or privacy incidents under the final contract.
- The vendor may not subcontract material work without WVCW's prior written approval. When subcontracting under the resulting agreement, the vendor must take reasonable steps to consider qualified small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms in accordance with applicable federal requirements.
- Federal funds may not be used for lobbying, unapproved activities, duplicated services, or costs charged to another award. Work must remain within the approved RHTP scope and budget.
- WVCW will retain ownership of its data. Any license, intellectual-property, model, or reusable-work-product terms must be clearly disclosed in the quotation.
- The vendor may not enter WVCW confidential information, security information, personal information, or ePHI into an artificial intelligence system without WVCW's prior written approval.
- Before beginning work, the selected vendor must provide certificates of insurance demonstrating the following coverage:
 - **Commercial General Liability:** At least \$2,000,000 per occurrence and \$2,000,000 aggregate.
 - **Workers' Compensation:** Statutory coverage as required by applicable state law.
 - **Automobile Liability:** Coverage for all owned, nonowned, and hired vehicles used in performing services under the agreement.
 - **Additional Insured:** Wallowa Valley Center for Wellness must be named as an additional insured on the vendor's Commercial General Liability policy, and proof of additional insured status must be provided.

- The selected vendor shall maintain cyber liability insurance throughout the term of the resulting agreement, including any applicable Business Associate Agreement. Coverage must include unauthorized access to or disclosure of protected health information, privacy and security liability, and breach response costs, with limits of not less than \$1,000,000 per occurrence.

The selected vendor shall provide WVCW with evidence of coverage, such as a certificate of insurance, upon request.

8. Submission instructions

All questions regarding this RFQ must be submitted in writing to **bridget.brown@wvcenterforwellness.org** by the question deadline shown on page 1. Vendors should not contact other WVCW employees, board members, consultants, or project partners regarding this solicitation.

Email one PDF quotation to **bridget.brown@wvcenterforwellness.org** by the deadline shown on page 1. Use the subject line: **RHTP-2026-A – Cybersecurity Governance and Fractional CISO Advisory Services – [Vendor Name]**

Questions must be submitted in writing. WVCW will provide the same material clarification to all known interested vendors. Late responses may be rejected. A response does not create a contract or entitlement to reimbursement.

9. Vendor certification

- The information in this quotation is complete and accurate to the best of the signer's knowledge.
- The quoted prices are valid for at least 60 days after the submission deadline.
- The vendor has disclosed all known conflicts of interest and all prior assistance related to this project or solicitation.
- The vendor and its principals are not suspended, debarred, or otherwise excluded from participation in federal programs.
- The vendor has provided its UEI and SAM.gov registration information, if applicable, accurately and will promptly notify WVCW of any change in its eligibility or exclusion status before award or during the contract term.
- The signer is authorized to submit this quotation and bind the vendor to the representations made.

Addendum No. 1 — RFQ RHTP-2026-A

Clarification of Professional Services and Travel Budgets

The following clarification modifies RFQ RHTP-2026-A:

1. Professional-services ceiling

The professional-services budget remains:

- Budget Period 1: not to exceed **\$120,000**
- Optional Budget Period 2: not to exceed **\$120,000**

These amounts apply to professional services and do **not** include the separately approved travel allowance described below.

2. Separate travel allowance

WVCW has an approved travel-budget placeholder of:

- Up to **\$20,520 for Budget Period 1**
- Up to **\$16,416 for optional Budget Period 2**

The travel allowance is intended to support authorized on-site cybersecurity governance, tabletop exercises, staff training, incident-readiness activities, local workflow review, physical or operational security review, and executive planning.

Vendors should assume **up to four Budget Period 1 on-site visits for as many as two travelers** for pricing purposes. This is a planning ceiling, not a guarantee that four visits will be authorized.

3. Travel pricing

Vendors must show the following separately from professional-service fees:

- Estimated cost per visit
- Number of travelers
- Airfare and ground transportation
- Lodging
- Per diem
- Material travel assumptions

Local vendors may state zero travel cost or identify any actual local mileage or lodging assumptions.

Travel will be authorized only when operationally necessary and approved in writing in advance by WVCW. Reimbursement will be limited to actual, reasonable, documented costs and applicable GSA limits. Any markup or administrative charge must be clearly disclosed.

Unused travel funds may not be converted into additional professional-service fees.

4. OHA/CMS approval

The approved travel amount is currently a budget placeholder. Final traveler, vendor, origin, destination, schedule, and cost information may require submission to OHA and CMS before travel funds are released or travel is authorized.

5. Price evaluation

WVCW will consider both:

- The vendor's professional-services price; and
- The anticipated total project cost, including estimated travel.

All other RFQ terms remain unchanged.