

REQUEST FOR PROPSAL
FLORENCE COUNTY
INFORMATION TECHNOLOGY CYBERSECURITY ASSESSMENT

SUBMISSION DEADLINE: 4:00p.m., AUGUST 3, 2020

SUBMIT TO EITHER: Florence County Clerk
Attn: Risk Assessment, PO Box 410, Florence, WI 54121 OR
dtrudell@co.florence.wi.us (PDF only).

Point of Contact: Jen Steber, jsteber@co.florence.wi.us

Proposal Due Date: Proposals must be received and date stamped no later than 4:00p.m. (CST), August 3, 2020. Email submissions, in PDF format, are acceptable. Public Opening of Proposals will be conducted at the Florence County Courthouse, 2nd Floor Conference Room, 501 Lake Avenue, Florence, WI 54121 at 4:15p.m. on August 5, 2020.

General Overview:

Florence County is seeking proposals from qualified Respondents to perform a broad Cybersecurity Assessment of its Information Technology Infrastructure, by probing servers, networks, internet, applications, operating systems, and device configurations. The intent of the Request for Proposal is to identify an Information Security Program provider that can satisfy the requirements defined in the RFP.

The selection process will use sealed bids. Proposals may be submitted by 4:00p.m., August 3, 2020. Email submissions (pdf format) are acceptable.

Selection Process:

Proposals will be evaluated and selected by Florence County. Selections will be based upon the contents of the proposal, County's review of submitter's reputation, standing as business and/or customer referrals. The County reserves the right to accept any proposal or reject any and/or all proposals submitted. The terms of the final contract are subject to negotiation, and the final terms may differ from the winning proposal.

General Rules:

1. This RFP is only a solicitation for proposals.
2. Bidders must follow the procedures and rules stated in this RFP. Proposals must meet every requirement stated in this RFP, at a minimum. Florence County may waive insubstantial errors or omissions in proposals.
3. Bids will be sealed or submitted in a PDF format and will not be disclosed until after the submission deadline.
4. Bidders will not be reimbursed for expenses incurred in preparing or submitting a proposal under any circumstances.
5. Florence County is tax exempt and any taxes should be excluded from the proposal.
6. Bidders are solely responsible for reading this RFP carefully, investigating the requirements of complying with the terms, and determining whether they have the capability of performing the requirements.
7. By submitting a bid to Florence County, Bidders represent to the County they are presently engaged in the business to regularly providing the services required by this RFP, and have the capability of performing the services required by this RFP.
8. Bidders that contact any Florence County official or employee in an attempt to influence the selection of proposals will be disqualified from consideration.
9. Florence County may send this RFP directly to potential bidders that it is aware of, but is not required to notify directly any potential bidders.
10. Proposals must be submitted through USPS to Florence County Clerk, Attn: Risk Assessment, PO Box 410, Florence, WI 54121 or as attachments to email (in PDF format) to dtrudell@co.florence.wi.us. If sending via email, please contact Donna directly at 715.528.3201 to ensure delivery.
11. Proposals must be submitted no later than 4:00p.m. (CST), August 3, 2020.
12. Questions about this RFP can be submitted to Jen Steber, jsteber@co.florence.wi.us
13. The proposal is valid for 60 days after the submission deadline.
14. Tentative selection will occur no later than August 10, 2020.
15. Project commencement: August 10, 2020.
16. Project completion:
 - a. Testing, Assessment, and Reporting shall be completed by December 15, 2020.

Specifications and Requirements Overview:

Requirements:

- Bidders must be highly trained and certified professionals.
 - Work Standards must meet one or more of the following:
 - CIS Top Twenty Controls and Resources
 - NIST Cybersecurity Framework
 - ISO 27000 Family of Standards
- Bidders should submit at least two references, and a description of the scope of services performed for those references.
 - Governments are preferred references.
- Bidders should submit an estimated scope of work and fee scheduled based on the work specifications below.
- Bidders shall submit the attached cover sheet and include with proposal and references.
- Bidders shall submit a certified or cashier's check, or a bank or postal money order made payable to Florence County in the amount of 10% of the total individual bid to assure full and complete performance of the contract.
 - Checks and money orders of the unsuccessful bidders will be returned.
- Successful bidders will be required to provide proof of liability insurance prior to the start date.

Work Specifications:

- External Network Penetration Testing

Identify potential vulnerabilities and risks that lead to a compromise of data by testing internet gateways, VPN, routers and firewalls, email infrastructure, remote access, and application interfaces.

Complete a deliverable report with detailed recommendation to address specific findings.

- Internal Network Penetration Testing and Vulnerability Assessment

Identify potential vulnerabilities and risks that lead to a compromise of data by testing key devices such as file servers, production servers, routers, switches that reside on the County network.

Complete a deliverable report with detailed recommendations to address specific findings.

- General Controls Review

Review processes and provide recommendations for remediation to the proper management of information technology assets and best practices in the protection of information.

Complete a detailed report outlining the results of current controls, best practices, findings, and prioritize any recommendations for remediation.

SECURITY ASSESSMENT COVER SHEET

Complete and attach to the front of your Proposal

Bidder Identification

Bidder Name:

Bidder Address:

Bidder Phone:

Bidder Email:

Authorized Representative:

Representative Title:

Representative Telephone:

Representative Email:

Bidder Certification:

I, the undersigned, certified to Florence County that:

I am an authorized agent and representative of the above-described Bidder, and have authority to submit this Proposal on behalf of the Bidder and to bind the Bidder to contracts. This Proposal is submitted with good-faith intent that it will result in a binding contract between the Bidder and Florence County for the services described in the Proposal.

I have read and understand the Proposal content and understand that I had the opportunity to request explanation and further information from Florence County, if necessary.

The Bidder has the ability to perform the services and provide the materials described in the Bidder's proposal, and as of the date of this Proposal has the necessary qualifications, training, experience, and personnel to do so.

The Proposal is valid for 60 days after the proposal deadline and any contract that the Bidder and Florence County enter into as a result of the Bidder being selected will contain prices no higher than those quoted in the Bidders proposal, and services and materials at least equal to those quoted in the Bidder's proposal.

Bidder Representative Signature

Date