



REQUEST FOR APPLICATION (RFA)

OregonBuys Number S-44300-0017304

Community Restoration Forensic Competency Evaluators

Oregon Health Authority, Behavioral Health Division is seeking Psychiatric Forensic Evaluators to conduct forensic competency evaluations in a competent, ethical, and legally compliant manner. Evaluators shall primarily conduct 90 and 180-day evaluations for defendants who have been court-ordered to Community Restoration.

These evaluations reassess a defendant's psychological capacity to aid and assist in their defense and/or engage in required legal processes.

OHA anticipates having a Price Agreement with approximately 10-15 Forensic Evaluators. Once a Price Agreement is established, the Behavioral Health Division will negotiate individual Work Order Contracts for each specific evaluation.

Date of Issuance: August 4, 2026

Applications accepted through: See Section 16

**Issuing Office: Oregon Health Authority
Office of Contracts and Procurement
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The State of Oregon promotes equal opportunity for all individuals without regard to age, color, disability, marital status, national origin, race, religion or creed, sex or gender, sexual orientation, or veteran status.

1. Background and Purpose

Oregon courts rely on forensic competency evaluations to determine whether a defendant is fit to proceed. The Oregon State Hospital's (OSH) Forensic Evaluation Services (FES) provides these evaluations statewide, including for individuals in community restoration, but prioritizes OSH patients and incarcerated individuals.

Demand for evaluations is rising significantly under House Bill (HB) 2005, which now requires all Aid and Assist defendants in community restoration to be evaluated on a statutory cadence. Continued reliance on OSH FES creates operational strain and increases the risk of a substantial backlog. Additionally, the Mink-Bowman Court Monitor also recommended that OHA establish a community-based forensic competency evaluation function to support compliance efforts.

In 2025 the Oregon Legislature passed House Bill 2005, to protect the rights of Defendants who are in need of a higher level of mental health and substance use disorder care, while in the criminal justice system, and to ensure that Defendants are mentally fit to proceed in their criminal cases.

In response to HB 2005 OHA Behavioral Health Division (BHD) has established the Community Restoration Evaluation Unit (CREU) to support timely completion and filing of required community restoration evaluations.

CREU's work will address a specific, high-volume need: ongoing re-evaluations for individuals previously found unable to aid and assist and ordered to receive restoration services in the community. The program will manage a large annual caseload (estimated 1,000+ evaluations per year) while maintaining standardized scheduling, documentation, and timely court filing. Once fully operational, CREU will own the conduct of all community restoration competency evaluations statewide, while OSH Forensic Evaluation Services (FES) will focus its evaluation capacity on OSH patients and other prioritized populations.

The purpose of this Procurement is to Contract with licensed and certified psychologists to conduct forensic competency evaluations under Oregon Revised Statute (ORS) 161.370. These positions are responsible for ensuring that all CREU Forensic Competency Evaluators provide timely, competent, ethical, and legally compliant psychological evaluations when conducting 90 and 180-day evaluations for defendants who have been court ordered to Community Restoration. These evaluations are used to reassess a defendant's psychological capacity to aid and assist in their defense (understand proceedings, participate meaningfully) and/or engage in required processes.

Agency anticipates the award of 10-15 Price Agreements from this solicitation. The initial term of the Price Agreement is anticipated to be 1 year with options to renew up to a maximum of 7 years. OHA reserves the right to add or subtract the number of Price Agreements based on OHA needs. Additional details on the scope of services are included in the Scope of Work section.

This Request for Application will remain open for 1 year, however, the first selection will be held on August 15, 2026. OHA may extend or terminate at any time, based upon need.

2. Authority

OHA issues this RFA under the authority of Oregon Revised Statute (ORS) 413.033, Oregon Administrative Rule (OAR) 137-047-0285, and Special Procurement 826-16.

3. Sole Point of Contact (SPC) and Issuing Office

Office of Contracts and Procurement
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All communications concerning this RFA document and the Application process must be directed by email to the SPC named above. Any oral communications will be considered unofficial and non-binding. Information received in writing from the SPC is also considered official.

When appropriate, OC&P will issue revisions, substitutions, or clarifications as addenda to this RFA. Changes/modifications to the RFA shall be recognized *only* if in the form of written addenda issued by OC&P.

OC&P will not automatically mail copies of any addenda or answers but will publish addenda and questions and answers on the OregonBuys website at <https://oregonbuys.gov/bsol/>.

OregonBuys will be used to distribute all information regarding this RFA. To review complete RFA documentation please go to the OregonBuys website at <https://oregonbuys.gov/bsol/>.

4. Minimum Requirements

Documentation, as specified in Attachment 1 “Application” must be provided for each Applicant who will be available to provide Services and meets the requirements the following qualifications:

- a. Possesses a psychologist license in Oregon as defined in ORS 675.010 through 675.150 by the Oregon Board of Psychologist Examiners.
- b. Holds and maintains current Oregon Health Authority certification as a forensic evaluator as described in OAR Chapter 309.¹

5. Delivery through OregonBuys

Application submission must be sent electronically through OregonBuys. at: OregonBuys.gov

Detailed instructions on how to submit an Application can be found at [OregonBuys Vendor Formal Solicitation Response.pdf](#)

¹ [OAR Chapter 309](#)

6. Scope of Work

The Evaluator shall perform the following service:

- a. Conduct comprehensive forensic competency evaluations in accordance with applicable laws, professional standards, and ethical guidelines to determine whether defendants have gained or regained fitness to proceed based on timelines defined in House Bill (HB) 2005² (every 180 calendar days, or 90 calendar days as determined by court order).
- b. Conduct forensic competency evaluations at a date and time selected upon mutual agreement with the CREU Manager. Cases will typically be selected based on criteria suggesting a high priority, such as high-profile, high-complexity, or urgent nature.
- c. Maintain accurate, up-to-date availability information and communicate updates or changes to availability immediately to CREU staff.
- d. Consult with OSH as needed to consult on evaluation-related information.
- e. Review relevant case materials, which may include court orders, indictments and charging documents, police reports, medical and mental health records, jail documentation, OSH Forensic Evaluation Service (FES) reports, non-FES evaluation reports, law enforcement data sheets, and other sources of information relevant to the case.
- f. Follow the American Psychological Association (APA) and Oregon guidelines for forensic competency evaluations.
- g. Confirm the evaluations occur within specified time frame set by CREU, the courts, and ORS.
- h. Respond promptly to questions asked by the courts.
- i. Document all communications regarding defendants and submit documentation to CREU team in accordance with CREU specific processes.
- j. Notify CREU of any changes to contact information (e.g., email address, phone number) or licensure status.
- k. Notify CREU Manager as soon as practicable, and no later than one (1) business day, if a scheduled interview cannot be completed.
- l. Notify CREU Manager as soon as practicable, and no later than one (1) business day, of any anticipated delay in submission of an evaluation report.
- m. Coordinate with CREU staff regarding Work order Contracts and administrative questions.
- n. Submit requested revisions within the time frame provided by CREU.
- o. Abide by the policies as required by the OHA contractor requirements.

7. Performance Standards

Contractor shall:

- a. Conduct forensic psychiatric competency evaluations in a manner that meets the standards identified by guidelines published by the American Psychiatric Association³ and American Association of Psychiatry and the Law, and meets

² [Section 45\(5\)\(c\) – \(d\) of House Bill \(HB\) 2005](#)

³ [APA Ethical Principles \(EPPCC\)](#)

requirements set forth by ORS Chapter 675⁴, OAR 858-010-0001⁵, OAR 858-010-0003⁶, and OAR 858-010-0075⁷ pertaining to such evaluations.

- b. Conduct psychological evaluations and testing in a manner that meets the standards identified in the American Psychiatric Association, *Diagnostic and statistical manual of mental disorders* (5th ed., text rev.) and is in accordance with the standards of practice and ethical guidelines of the profession.

8. Working Conditions

- a. This role operates primarily in a remote office environment using a computer, phone, and videoconferencing platforms such as Teams or Zoom for most work tasks.
- b. The contractor is responsible for providing and maintaining their own remote office environment, including dedicated workspace, internet connectivity, computer/phone equipment, and any other supplies needed to perform work remotely.
- c. In-person meetings or on-site work at OHA offices, courts, partner agencies, or community program locations may be required on an occasional basis.
- d. Work outside of typical business hours (8:00 a.m. PST to 5:00 p.m. PST, Monday-Friday) may be required on an occasional basis.
- e. Occasional in-state travel may be required for meetings, hearings, presentations, collaboration with system partners, and engagement in statewide initiatives.
- f. Work requires frequent communication with internal and external partners, which may include navigating complex discussions involving sensitive legal, clinical, or operational issues.
- g. Visits to partner locations such as jails, courts, hospitals, or community treatment settings may be required.
- h. Maintain confidentiality in accordance with Health Insurance Portability and Accountability Act (HIPAA), state and federal law, and OHA policies.

9. Compensation and Travel Expenses.

The number of evaluations or amount of work is not guaranteed and will depend on the number of cases to be evaluated. OHA will issue a Work Order Contract for each evaluation. OHA shall compensate Evaluators on an hourly basis of \$150.00 per hour, up to 80 hours per month, except when a Work Order Contract expressly authorizes work in excess of 80 hours per month.

Contractor will provide his/her own transportation and will be reimbursed at \$50.00 per hour and \$.22 per mile, for in State only and when traveling to and from place of business location and return.

⁴ [ORS Chapter 675](#)

⁵ [OAR 858-010-0001](#)

⁶ [OAR 858-010-0003](#)

⁷ [OAR 858-010-0075](#)

10. Criminal History Checks, Fingerprinting and Drug Screen.

- a. Contractor is required to complete an annual background check pursuant to OAR 407-007-0010 through 407-007-0100 and OAR 407-007-0400 through 407-007-0460 as such rules may be revised from time to time. Background checks will be conducted through Agency's Oregon State Hospital's Human Resources Department.
- b. Agency's Oregon State Hospital's Human Resources Department will conduct a national criminal record check which may include fingerprinting and drug screening. If fingerprinting or drug screening are required, Agency's Oregon State Hospital's Human Resource Department will contact Contractor with further instructions.

11. Applicant Assurances

By submitting an Application in response to this RFA, Applicant certifies that the following statements are true:

- a. Information included in the Application shall remain valid for 90 days after the Application is submitted or until a Contract is executed, whichever comes first, and
- b. The statements contained in the Application are true and complete to the best of the Applicant's knowledge and Applicant accepts as a condition of the Work Order Contract, the obligation to comply with the applicable state and federal requirements, policies, standards, and regulations. The Applicant recognizes that this is a public document and open to public inspection, and
- c. The Applicant acknowledges receipt of any Addenda to the RFA, and
- d. If the Applicant is awarded a Price Agreement as a result of this RFA, the Contractor will be required to complete, and will be bound by, a Work Order Contract, Attachment 3-Sample Work Order Contract.

12. Application Documents

Applicant shall provide the following documents as part of this response:

- a. **Forensic Evaluator Application-Attachment 1**
- b. **Resume/Curriculum Vitae demonstrating minimum qualifications being met**
- c. **Proof of Forensic Evaluator Certification**

13. Application Evaluation

Applications must be complete at the time of submission. Once Minimum Qualifications are met, OHA will evaluate Applications as they are received. During the evaluation process, OHA reserves the right to obtain clarification from Applicants regarding their Application information. Only Applicants scoring above 25 points may be offered a Price Agreement.

Applicants shall be notified of the evaluation decision regarding their Application and, for successful Applicants, the timeline to be issued a Price Agreement.

14. Public Information

All Applications are public information after the Application has been opened. Any person may request copies of public information. However, copies of Applications will not be released until the evaluation process has been completed. Requests for copies of public information must be submitted in writing. Requestors will be charged according to the current OHA policies and rates for public records requests in effect at the time OHA

receives the written request for public information. Fees, if applicable, must be received by OHA before the records will be delivered to the requestor.

15. Cost of Applications

All costs incurred in preparing and submitting an Application in response to this RFA are the responsibility of the Applicant and will not be reimbursed by OHA.

16. Closing Date for Submittal of Applications

Applications will be received on an open and ongoing basis for approximately 1 Year and applications will be reviewed on a monthly basis. When OHA has determined that sufficient Applications have been received, or for any other reason that OHA determines, OHA will issue notice on the OregonBuys website specifying a date after which Applications will no longer be received. Applications received after the date and time specified in that notice, shall be late and will not be evaluated.

Applicants are encouraged to submit Applications as soon as possible. Price Agreements may be issued at any time throughout the open Application period.

17. Price Agreement Document Terms and Conditions

The final Price Agreement will be based on the Sample Price Agreement (Attachment 2) and will include all exhibits and attachments identified in the Price Agreement. The terms and conditions included in the Price Agreement are not subject to negotiation.

18. Reservation of OHA's Rights

OHA reserves all rights regarding this procurement, including, without limitation, the right to:

- a. Amend or cancel this procurement without liability if it is in the best interest of the State to do so;
- b. Reject any and all Applications received by reason of this request upon finding that it is in the best interest of the State to do so;
- c. Waive any minor informality with the provisions or procedures of this procurement, and to seek clarification from the Applicant, if required;
- d. Reject any Application that fails to substantially comply with all prescribed procurement procedures and requirements;
- e. Extend, amend or negotiate any Contract that is a result of this procurement, in accordance with the terms and conditions of the Sample Contract; and
- f. Engage Contractor by selection or procurement for different or additional services independent of this RFA process or any Price Agreement entered into pursuant hereto.

19. Contractual Obligation

All Applicants who submit an application in response to this RFA understand and agree that OHA is not obligated to enter into a Price Agreement or Work Order Contract with any Applicant and further, has absolutely no financial obligation to any Applicant.

20. Application Requirements

- Applications must be submitted using **Attachment 1-Application Form** attached to this RFA.

- Applicants must be registered with the Oregon Secretary of State as a business or note on the Application that Applicant is a sole proprietor.
- Applicant must also meet the minimum insurance requirements as outlined in Exhibit C of the Sample Price Agreement (Attachment 2) or Applicant will meet those requirements prior to Price Agreement execution.
- Applications must be uploaded into the OregonBuys.

21. Price Agreement Assignment Process

In order to establish a clear process for assigning site reviews, OHA will begin reviewing Applications in the order in which they are received. As Applications are approved, OHA will issue Price Agreements to Applicants.

22. Scoring Criteria

Applicants meeting the Minimum Qualifications set forth in Paragraph 4 (Minimum Qualifications) will be evaluated on the following criteria.

Criteria	Scoring matrix	Score available
Applicant demonstrates experience in conducting competency evaluations. Applicant includes approach to ensuring reports address required elements described in OAR 309-090-0025 in both the application and examples of previous reports.	5 pts – Response meets all the requirements and has demonstrated in a clear and concise manner a thorough knowledge and understanding of the subject matter. The Applicant provides insight into its expertise, knowledge, and understanding of the subject matter. 4 pts – Response provides useful information, while showing experience and knowledge within the category. Response demonstrates above average knowledge and ability with no apparent deficiencies noted. 3 pts - Response meets all requirements in an adequate manner. Response demonstrates an average ability to comply with guidelines, parameters, and requirements with no additional information put forth by the Applicant 2 pts - Response meets minimum requirements and demonstrates a below average knowledge of the subject matter. 1pts - Response does not meet the requirements set forth in the solicitation. Applicant has not demonstrated knowledge of the subject matter. 0 pts- no answer provided	Max 5 pts

Applicant has prior experience writing Forensic Competency Evaluation Reports.	5 pts – Applicant has written 20+ reports 4 pts – Applicant has written 15-20 reports 3 pts – Applicant has written 6 to 14 reports 2 pts – Applicant has written 1 to 5 reports 1 pts – Applicant has not written any reports 0 pts – no answer provided	Max 5 pts
Expert Testimony: Applicant describes a challenging testimony experience. How did you prepare, what occurred on the stand, and how did you navigate the situation? If you have not previously provided testimony, how would you prepare to serve as an expert witness, and what areas would you need support in?	5 pts – Response demonstrates in a clear and concise manner a thorough knowledge and understanding of the subject matter. 3 pts – Response demonstrates insight into the expertise, knowledge, and understanding of the subject matter. 1 pts – Response demonstrates minimal knowledge of the subject matter. 0 pts – no answer provided	Max 5 pts
Describe the populations you have worked with most extensively and those with which you have less experience. Which populations and types of cases do you find the most challenging to work with?	5 pts – Response demonstrated thorough experience working with the forensic population and a range of criminal behaviors related to competency restoration. 3 pts – Response demonstrated an average amount of experience working with the forensic population and a range of criminal behaviors related to competency restoration. 1 pts – Response demonstrates minimal experience working with the forensic population and a range of criminal behaviors related to competency restoration. 0 pts – no answer provided	Max 5 pts
Applicant describes experience working independently and managing responsibilities with minimal supervision.	5 pts – Response demonstrates thorough experience working independently and managing responsibilities with minimal supervision. 3 pts – Response demonstrates average experience working independently and	Max 5 pts

	managing responsibilities with minimal supervision. 1 pts - Response that demonstrates minimal experience working independently and managing responsibilities with minimal supervision. 0 pts- no answer provided	
Applicant demonstrates prior experience working under inflexible deadlines and prioritizing competing responsibilities.	5 pts – Response demonstrates thorough experience working under inflexible deadlines and prioritizing competing responsibilities. 3 pts - Response demonstrates average experience working under inflexible deadlines and prioritizing competing responsibilities. 1 pts - Response that demonstrates minimal experience working under inflexible deadlines and prioritizing competing responsibilities. 0 pts- no answer provided	Max 5 pts
Applicant describes experience conducting evaluations in different settings such as: in-person, virtually, or both?	5 pts – Response demonstrates thorough experience conducting evaluations in different settings 3 pts - Response demonstrates average experience conducting evaluations in different settings 1 pts – Response demonstrates minimal to no experience conducting evaluations in different settings 0 pts- no answer provided	Max 5 pts
Applicant is able to conduct evaluations statewide.	5 pts – Applicant can travel statewide. 3 pts – Applicant can travel to some locations but cannot travel statewide. 1 pts – Applicant is unable to travel. 0 pts- no answer provided	Max 5 pts

23. Assignment of Evaluations / Selection of Applicants

Based upon points assigned in the above scoring Selection Criteria, CREU will initially offer the first 15 Applicants a Price Agreement for a period of 1 year.

OHA reserves the right to “not award” a Price Agreement to an Applicant if more applications are received for a specific discipline than needed. OHA will award Price Agreements based on the order in which applications are received by date and time and secondarily, based on the need for evaluators within a specific discipline.

Additional Applicants may be added as necessary to process caseloads. OHA reserves the right to add, terminate, or extend individual Price Agreements at any time, based upon recommendations of Forensic Supervisor, Court Staff, or OHA staff.

CREU is unable to determine at this time how many Evaluations will be conducted, or where these Evaluations will be conducted at.

- a. CREU will assign Evaluations through a Work Order Contract in a manner similar to the following:
- Evaluator Schedule and Availability
 - Area of expertise / field of expertise;
 - Demonstrated previous performance (to include accuracy, speed, Court outcomes, and demonstrated competency);
 - Location of Applicant in relation to need;
 - Prior experience conducting forensic competency evaluations;
 - Rotational among all Evaluators.