

MOSQUITO ABATEMENT

ST. TAMMANY PARISH

Request for Proposals (RFP)

Independent Service Performance Review / Economic Engineering Analysis of St. Tammany Parish Mosquito Abatement District (STPMAD)

1. Introduction and Purpose

St. Tammany Parish Mosquito Abatement District (STPMAD) is soliciting proposals from qualified, independent professional firms or teams to conduct a comprehensive service performance review, service audit, and/or economic engineering analysis of the services provided by STPMAD.

The purpose of this review is to provide taxpayers, residents, STPMAD administrators and Commissioners, and decision-makers of St. Tammany Parish with an objective, evidence-based assessment of STPMAD's operations, service delivery, and associated costs and benefits. The review should evaluate the effectiveness, efficiency, and value of services provided, relative to industry's best practices and comparable mosquito abatement programs at the state and national levels.

This engagement is intended to be a forward-looking, constructive assessment that identifies strengths, opportunities for improvement, and potential efficiencies while recognizing the public health mission of mosquito control.

2. Background

St. Tammany Parish Mosquito Abatement is a special parish wide independent taxing district responsible for mosquito surveillance, control, and related public health protection activities within St. Tammany Parish, Louisiana. This special district was formed under and is governed by chartered provisions within state law to perform these activities. The district is funded by an ad valorem millage, assessed on properties within St. Tammany Parish. The district's operations are science-based and rely on a combination of field activities, data collection, analysis, control operations, and regulatory compliance to reduce mosquito populations and mitigate mosquito-borne disease risk.

3. Scope of Services

The selected consultant shall conduct a comprehensive, independent review that includes, but is not limited to, the following components:

3.1 Service Performance Review

- Evaluation of core services provided by STPMAD, including surveillance, control operations, data management, administration and public outreach.
- Assessment of service effectiveness relative to stated goals, public health outcomes, budgetary confinements and community needs.
- Review of operational processes, staffing models, equipment utilization, and workflows.

3.2 Economic Engineering / Cost-Benefit Analysis

- Analysis of the costs associated with STPMAD services, including operational, staffing, and capital expenditures.
- Evaluation of benefits to taxpayers and residents, including public health protection, nuisance reduction, and risk mitigation.
- Assessment of cost-effectiveness and return on public investment where applicable.

3.3 Benchmarking and Best Practices

- Comparison of STPMAD services and performance against recognized industry best practices.
- Benchmarking against comparable mosquito abatement districts or science-based governmental programs at the state and national level.
- Consultation with mosquito control industry experts familiar with national and state standards.

3.4 Governance, Accountability, and Transparency

- Review of internal controls, reporting practices, and performance measurement.
- Assessment of how data and performance metrics are used to inform decision-making and public accountability.

3.5 Findings and Recommendations

- Identification of strengths, gaps, risks, and opportunities for improvement.
- Practical, actionable recommendations to enhance service performance, efficiency, and value to taxpayers.

4. Methodology and Approach

Proposals should clearly describe the consultant's proposed methodology, including:

- Performance review or audit framework to be applied.
- Data sources to be reviewed (operational data, financial data, policies, etc.).
- Planned engagement with STPMAD staff and administration.
- Use of on-site observations combined with remote data review and meetings.

The review is expected to include both on-site work at STPMAD facilities to understand operations and remote work through document review, data analysis, and virtual meetings.

5. Deliverables

At a minimum, the selected consultant shall provide:

- A written draft report for STPMAD review and factual verification.
- A final comprehensive report suitable for public release.
- An executive summary highlighting key findings and recommendations.
- Presentation of findings to the STPMAD Board or other designated stakeholders.

6. Consultant Qualifications

Responding firms or teams must demonstrate:

- Expertise in performance review, service audits, or economic engineering analysis.
- Prior experience conducting similar reviews for mosquito abatement districts or other science-based governmental operations.
- Ability to engage mosquito control industry experts knowledgeable about state and national best practices.

- Independence and objectivity.

7. Conflict of Interest and Independence

Consultants must have no affiliation with or contractual relationship with, or financial involvement in:

- St. Tammany Parish Mosquito Abatement District;
- St. Tammany Parish Government; or
- political entities within St. Tammany Parish or affiliated with such entities.

8. Proposal Submission Requirements

Proposals shall include the following components:

- 1. Cover Letter**
 - Introduction of the firm or team.
 - Summary of qualifications and understanding of the project.
- 2. Proposed Approach and Methodology**
 - Description of the performance review framework and analytical methods.
- 3. Relevant Experience**
 - Description of prior similar engagements.
 - Examples of previous reports or executive summaries from comparable reviews.
- 4. Project Team**
 - Identification of key personnel and roles.
 - Description of industry experts to be consulted.
- 5. Timeline**
 - Proposed schedule for completion of the review and delivery of the final report.
- 6. Cost Proposal**
 - Total cost and cost breakdown for conducting the review.
- 7. References**
 - Contact information for references familiar with prior similar work.
- 8. Conflict of Interest Statement**
 - Signed affirmation of independence and absence of conflicts.

9. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Demonstrated understanding of performance review and service audit methodology.
- Prior experience conducting reviews of mosquito abatement districts or comparable science-based governmental programs.
- Cost of conducting the review.
- Proposed timeline for completion of the review and final report.

STPMAD reserves the right to request additional information, conduct interviews, or negotiate scope and cost prior to award.

10. Anticipated Schedule (Subject to Change)

- RFP Issued: January 7, 2025

- Proposals Due: February 5, 2026
- Selection and Award: February 25, 2026
- Project Commencement: March 1, 2026
- Target Report Completion Date: September 1, 2026

11. Submission Instructions

Proposals should be delivered by 11:59 PM February 5, 2026 via email to smalasovich@stpmad.org, hand delivered or mailed to:

Sarah Malasovich
St. Tammany Parish Mosquito Abatement
62436 Airport Rd.
Slidell LA, 70460

For any questions, please contact Sarah Malasovich, Office Manager, via email smalasovich@stpmad.org, or phone (985)643-5050.