

Mayor and Council Communication

DATE: 03/10/26

M&C FILE NUMBER: M&C 26-0201

LOG NAME: 22RFP 26-0037 MOSQUITO TRAPPING AND SURVEILLANCE SERVICES

SUBJECT

(ALL) Authorize Execution of Agreement with PRP Services, LLC dba Municipal Mosquito in an Annual Amount Up to \$150,000.00 for the Initial Year and Authorize Four One-Year Renewal Options for the Same Amount Each for the Environmental Services Department

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an agreement with PRP Services, LLC dba Municipal Mosquito for mosquito trapping and surveillance services in an annual amount up to \$150,000.00 for the initial term and authorize four one-year renewal options for the same amount for the Environmental Services Department.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to request authorization to execute an agreement for mosquito trapping, collection, laboratory submission, vector monitoring, and emergency surge response in support of the City's Mosquito Surveillance and Control Program, which is overseen by the Consumer Health Division within the Environmental Services Department. These services assist in the early detection and mitigation of mosquito-borne diseases, including West Nile virus, Dengue Fever, and other vector-related illnesses within the City limits.

The Environmental Services Department, through its purchasing staff, issued Request for Proposal (RFP) No. 26-0037. The RFP included detailed specifications describing the responsibilities and requirements for providing these services. The RFP was advertised in the *Fort Worth Star-Telegram* on November 19, 2025; November 26, 2025; December 3, 2025; December 10, 2025; and December 17, 2025. The City received one (1) submission.

An evaluation panel composed of staff from the Environmental Services Department and the Information Technology Solutions Department reviewed and scored the submittal using best value criteria. The individual scores were averaged for each criteria, and the final scores are shown in the table below.

Supplier	Evaluation Criteria					Total	Rank
	a	b	c	d	e		
PRP Services, LLC dba Municipal Mosquito	30.00	12.75	17.00	8.00	0.00	67.75	1

The RFP outlined the following evaluation factors:

- a. Cost – up to 30 points
- b. Technical Approach and Methodology – up to 15 points
- c. Experience and Qualifications – up to 20 points
- d. Capacity, Responsiveness and Service Availability – up to 10 points
- e. Small Business Goal – up to 25 points

After completing the evaluation, the panel concluded that PRP Services, LLC dba Municipal Mosquito (Municipal Mosquito) offered the best value to the City. As a result, the panel recommends that the City Council authorize the execution of an agreement with Municipal Mosquito. No guarantee was made that a specific amount of services would be purchased.

FUNDING: The maximum annual amount under the agreement will be \$150,000.00. However, the actual amount spent will depend on program needs and seasonal mosquito activity. Funding is budgeted in the Other Contractual Services account within the General Fund for the Environmental Services Department.

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval, as long as sufficient funds have been appropriated.

AGREEMENT TERMS: Upon City Council approval, the agreement will begin upon execution and expire one (1) year from that date.

RENEWAL TERMS: The agreement may be renewed at the City's option for four additional one-year terms. This action does not require City Council approval, provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal terms.

SMALL BUSINESS PROGRAM: A 30% Small Business (SB) participation goal applies to this solicitation pursuant to City Ordinance No. 27832-08-2025. The vendor submitted the required SB Utilization Form indicating how the goal will be met.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the Environmental Services General Fund to support approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the Environmental Services Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Valerie Washington 6199

Originating Business Unit Head: Cody Whittenburg 5455

Additional Information Contact: Sarah Czechowicz 5164