

## PUBLIC NOTICE

### CITY OF MANDEVILLE REQUEST FOR PROPOSALS EMERGENCY MANAGEMENT CONSULTING SERVICES

The City of Mandeville invites qualified firms and individuals to submit proposals to provide **Emergency Management Consulting Services**. Services include assisting the City with preparedness, response, recovery, and mitigation activities for disaster and emergency events.

#### Key Details:

- **Submission Deadline:** 11:00 AM (local time), Wednesday, March 12, 2025.
- **Submission Location:**  
Office of the Purchasing Agent,  
Mandeville City Hall,  
3101 East Causeway Approach,  
Mandeville, LA 70448  
Proposals may also be submitted electronically via [www.centralauctionhouse.com](http://www.centralauctionhouse.com)

#### Scope of Services:

The consultant will support the City during all phases of emergency management, including:

- **Preparedness:** Reviewing and updating disaster recovery plans, FEMA compliance, and training City personnel.
- **Response:** Monitoring emergency contractors and documentation.
- **Recovery:** Assisting with damage assessments, FEMA project worksheets, and grant management.
- **Mitigation:** Coordinating hazard mitigation projects and ensuring compliance with federal regulations.

Interested parties must meet the requirements outlined in the RFP and include all required forms and affidavits. Proposals received after the deadline will not be considered.

#### Proposal Documents:

The complete RFP packet can be obtained by contacting the City's Purchasing Agent at [purchasing@cityofmandeville.com](mailto:purchasing@cityofmandeville.com).

#### Evaluation Criteria:

Proposals will be evaluated based on professional experience, qualifications, technical approach, and Disadvantaged Business Enterprise (DBE) certification, among other criteria.

#### Additional Information:

All questions regarding this RFP must be submitted in writing to [purchasing@cityofmandeville.com](mailto:purchasing@cityofmandeville.com) no later than **2:00 PM, February 28, 2025**.

The City of Mandeville reserves the right to reject any and all proposals and to award the contract deemed in its best interest.

#### By Order of:

City of Mandeville  
Mayor Clay Madden

Tammany Farmer 2/12, 2/19, 2/26