

Purchasing Summary

EVENT # 5046	TITLE: Employee Assistance Program	COST: \$44,700.00
TYPE OF PROCUREMENT: RFP	ANNUAL CONTRACT <input checked="" type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input type="checkbox"/>

CONTRACT TERM (IF APPLICABLE)
January 1, 2020 through December 31, 2020

DBE (IF APPLICABLE)
N/A

Proposer	Qualifications and experience, including support capabilities (35 points)	Approach and process/service capabilities upgrades (25 points)	References (10 points)	Local vendor participation (5 points)	Fees (25 points)	Total (100 points)
Deer Oaks EAP Services, LLC	32.8	22.2	9.2	0	23.5	87.7
New Day EAP	29.8	20.6	9	5	21.9	86.3
FEI Behavioral Health, Inc.	30	19.7	9.2	0	25	83.9
ComPsych Corporation	29.8	18.7	9.2	0	22.8	80.5

MATRIX (IF APPLICABLE)

NOTES

Recommend approval to renew an annual contract for an employee assistance program (EAP) with Deer Oaks EAP Services, LLC in the estimated amount of \$44,700.00. The EAP is intended to help eligible employees and eligible family members deal with personal issues, concerns or needs related to employment, marriage, families, substance abuse, stress, grief or other related matters that might adversely impact their work performance, health, and/or well-being. The EAP also includes Critical Incident Stress Management (CISM) and Critical Incident Stress Debriefing (CISD).

The method used for this procurement was the request for proposal, which evaluates criteria in addition to cost. Proposals were evaluated on the basis of qualifications and experience, approach and process/service capabilities, references, local vendor participation, and fees.

This is the second of four renewal options available. The contract was originally approved by Council on October 26, 2017.

Proposals were originally received on June 6, 2017. Delivery: As needed. Terms: Net 30 days. The proposers were:

BP Deer Oaks EAP Services, LLC (San Antonio, TX) ^(D)	\$44,700.00*
New Day EAP (B-Savannah, GA) ^(B)	\$48,000.00*
FEI Behavioral Health, Inc. (D-Atlanta, GA) ^(D)	\$42,088.00*
ComPsych Corporation (D-Chicago, IL) ^(D)	\$46,200.00*

A pre-proposal conference was conducted and one vendor attended. (B) Indicates a local, non-minority owned business. (D) Indicates a non-local, non-minority owned business. (*) Indicates original proposal pricing. Recommend approval.

Local Available: Yes

MWBE Available: Yes

Total Sent: 382

MWBE Sent: 62

Total Received: 4

MWBE Received: 0

Vendor Federally disbarred or suspended? No