



Chandler · Arizona
Where Values Make The Difference



MEMORANDUM

DATE: JULY 9, 2015

TO: MAYOR AND COUNCIL

THRU: MARSHA REED, ACTING CITY MANAGER *MR*
 DEBRA STAPLETON, HUMAN RESOURCES DIRECTOR *DAS*
 RAE LYNN NIELSEN, BENEFITS AND LABOR RELATIONS ADMINISTRATOR *RN*

FROM: LYNNA SOLLER, BENEFITS PROGRAM MANAGER *LS*

SUBJECT: RFP HR5-948-3528 FOR EMPLOYEE ASSISTANCE PROGRAM

RECOMMENDATION:

City Council award RFP HR5-948-3528 for Employee Assistance Program to e4Health and authorize staff to conclude negotiations for the final agreement between the City and e4Health for the Employee Assistance Program to be approved by the City Council.

BACKGROUND/DISCUSSION:

An Employee Assistance Program (EAP) provides employees a no cost, confidential counseling and referral service that is available 24 hours a day, 365 days per year. The EAP provides numerous resources and can help employees and their dependents with a wide range of personal challenges and issues. This benefit is paid by the City.

EVALUATION:

On March 30, 2015, City staff issued a Request for Proposal for an employee assistance program. Notification was sent to all registered vendors. Ten proposals were received from the following offerors:

- | | |
|-------------------------|-----------------------------------|
| Aetna | APS Healthcare (current provider) |
| Cigna | ComPsych |
| CSA/American Behavioral | e4Health |
| Humana | Interface EAP |
| MHN | Reach EAP |

The Evaluation Committee reviewed the proposals and recommended award to e4Health. Staff is currently negotiating the final agreement with e4Health. The final contract will be presented to Council for approval in September as part of the 2016 Employee Benefits renewals.

PROPOSED MOTION:

City Council award RFP HR5-948-3528 for Employee Assistance Program to e4Health and authorize staff to conclude negotiations for the final agreement between the City and e4Health for the Employee Assistance Program to be approved by the City Council.