



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

27

2. Council Meeting Date:
September 15, 2016

TO: MAYOR AND COUNCIL

3. Date Prepared: August 31, 2016

THROUGH: CITY MANAGER

4. Requesting Department: Administrative Services

5. **SUBJECT:** CY 2017 Amendment to Agreement for Employee Assistance Program

6. **RECOMMENDATION:** Staff recommends City Council approve CY 2017 Amendment to Agreement No. HR5-948-3528, with E4 Health, Inc., for the employee assistance program, in an amount not to exceed \$38,000, for one year, January 1, 2017, through December 31, 2017.

7. **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.

8. **EVALUATION:** City Council approved Agreement No. HR5-948-3528, with E4 Health, Inc., for the employee assistance program, in an amount not to exceed \$38,000, for one year, with the option of up to four one-year extensions. E4 Health, Inc., guaranteed its rates for the first term and all four optional one-year extensions.

Staff recommends the first extension of this agreement for the term of January 1, 2017, through December 31, 2017.

9. FINANCIAL IMPLICATIONS:

Cost: Not to Exceed \$38,000

<u>Acct. No.:</u>	<u>Fund:</u>	<u>Program Name:</u>	<u>Amount:</u>
101.1290.5122	General Fund, Non-Dept.	Employee Benefit	\$38,000

10. **PROPOSED MOTION:** Move City Council approve CY 2017 Amendment to Agreement No. HR5-948-3528, with E4 Health, Inc., for the employee assistance program, in an amount not to exceed \$38,000, for one year, January 1, 2017, through December 31, 2017.

ATTACHMENTS: Amendment

APPROVALS

11. Requesting Department

Lynna Solter, Benefits Program Manager

13. Department Head

Debra Stapleton, Administrative Services Director

12. Purchasing Manager

Christina Pryor

14. City Manager

Marsha Reed

**CALENDAR YEAR 2017
AMENDMENT TO CITY OF CHANDLER SERVICES AGREEMENT
EMPLOYEE ASSISTANCE PROGRAM
CONTRACT NO.: HR5-948-3528
WITH E4 HEALTH, INC.**

This Amendment ("Calendar Year 2017 Amendment") is made and entered this 29th day of August, 2016, to the City of Chandler Services Agreement Employee Assistance Program Contract No.: HR5-948-3528 between the City of Chandler and E4 Health, Inc. ("Contract").

WHEREAS, the City of Chandler ("City") and E4 Health, Inc. ("Contractor") entered into a Contract for the provision of a comprehensive Employee Assistance Program by Contractor for City dated November 17, 2015, for a term of one year from January 1, 2016 through December 31, 2016 and incorporated herein by this reference; and

WHEREAS, the City and the Contractor want to amend the Contract to extend the term from January 1, 2017 through December 31, 2017, as follows:

NOW, THEREFORE, in consideration of the mutual covenants and provisions contained herein and other good and valuable consideration, the parties do agree as follows:

1. The Agreement is hereby amended to extend the term from January 1, 2017 through December 31, 2017.
2. Except for the provision amended above, the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this *Calendar Year 2017 Amendment to the City of Chandler Services Agreement Employee Assistance Program Contract No.: HR5-948-3528 between the City of Chandler and E4 Health, Inc.* to be duly executed on this 29th day of August, 2016.

CITY OF CHANDLER,
an Arizona municipal corporation,
as Plan Sponsor

By: _____
Mayor

CITY OF CHANDLER, as Covered Entity

By: _____
Mayor

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

E4 HEALTH, INC.

By: Missy Schui
Title: CEO

ATTEST: (If corporation)

Secretary