



Legislation Details (With Text)

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REPORT TO THE CITY COUNCIL

June 15, 2017

FROM: JEFF CARDELL, Director
Personnel Services Department

BY: JENNIFER MISNER, Human Resources Manager
Personnel Services Department

SUBJECT

Reject proposals received in response to Request for Proposal for an Employee Assistance Program.

RECOMMENDATION

It is recommended that the City Council authorize the Personnel Services Director to reject the proposals received in response to Request for Proposal for an Employee Assistance Program.

EXECUTIVE SUMMARY

A Request for Proposal (RFP) for an Employee Assistance Program was conducted with a final filing date of May 2, 2017. After the final filing date it was discovered that the notification to vendors was not complete and so there were some vendors that were unaware of the RFP. Therefore, Personnel Services requests the rejection of the proposals submitted to allow for a more complete distribution of the RFP for an Employee Assistance Program.

BACKGROUND

The City of Fresno is currently under contract with Avante Behavioral Health to provide its employees with an Employee Assistance Program, and that contract expires August 31, 2017. An Employee

Assistance Program (EAP) is a service/benefit designed to help employees and their families identify, assess, and resolve issues that may be affecting their personal life and/or their job performance through one-on-one confidential counseling, telephone consultations, and group educational sessions.

In collaboration with the Purchasing Division, the Personnel Services Department generated an RFP for an Employee Assistance Program. Notice of the availability of the RFP was distributed however the distribution did not capture all local EAP vendors. Therefore, in the interest of providing local vendors and others the opportunity to submit their proposals it is recommended that all proposals received under the RFP be rejected so that another RFP can be conducted that will include notice to all local EAP vendors.

ENVIRONMENTAL FINDINGS

By the definition provided in the California Environmental Quality Act, (CEQA) Guidelines Section 15378 this item does not qualify as a “project” as defined by CEQA.

LOCAL PREFERENCE

Not implemented because this item is rejection all proposals.

FISCAL IMPACT

None