

**MEMORANDUM  
PERSONNEL DEPARTMENT  
COUNTY OF PLACER**

**To:** Board of Supervisors  
**From:** Nancy Nittler, Director of Personnel *NN*  
**By:** Steven Oliveira, Personnel Analyst II *SO*  
**Date:** November 25, 2008  
**Subject:** Approve the Award of Competitive Request for Proposals No. 9835 to Concern:EAP for the County's Annual Employee Assistance Program in the Maximum Amount of \$99,522.00

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**ACTION REQUESTED**

Approve the award of competitive Request for Proposals (RFP) No. 9835 to Concern:EAP of Mountain View, CA for the County's annual Employee Assistance Program in the maximum amount of \$99,522.00, and authorize the Purchasing Manager to sign the resulting contract documents.

**BACKGROUND**

Placer County provides an Employee Assistance Program (EAP) as required under our existing negotiated contract with both the Placer Public Employees Organization and the Deputy Sheriff's Association. The County's current EAP is provided by Managed Health Network at a cost of \$191,350.00 for the period of January 1, 2008 through December 31, 2008. Though one renewal option remains on this contract, we believed it was time to competitively sample the market with RFP 9835.

On behalf of the Personnel Department, the Procurement Services Division notified 23 consultants of RFP 9835, which was also posted on the County website. Six firms submitted proposals which a panel of senior representatives from Personnel, County Executive Office, Child Support Services and Health and Human Services rated against the RFP criteria. The Panel interviewed the two top rated firms and determined that the appropriate ranking was: 1. Concern:EAP, 2. Managed Health Network (MHN), and 3. OptumHealth. Concern:EAP exceeded the RFP's requirements at the lowest cost of all proposers and three reference checks with other public agencies confirmed Concern:EAP's superior rating.

**FISCAL IMPACT**

The resulting contract in the maximum amount of \$99,522.00 will be effective from January 1, 2009 to December 31, 2009. There are options for four one-year renewals, 2010 would be the same firm fixed rate as 2009; 2011 and 2012 would have a maximum amount of \$102,258.00 and 2013 would have a maximum amount of \$105,336.00, all firm fixed rates. Your approval of this award will result in first year savings over the current vendor's proposal of \$45,144.00 and, if the four renewals are executed, a five year savings of \$225,220.00. The Personnel Department has budgeted \$175,190.00 for the Employee Assistance Program for 2008 – 2009 fiscal year, and this contract is within the budgeted amount.

