

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: David Seward, Purchasing Manager 

DATE: January 9, 2007

SUBJECT: Approve the First Renewal of Contract No. KN020650 with Managed Healthcare Network (MHN) to Provide Placer County's 2007 Employee Assistance Program in the Maximum Amount of \$206,945.00

RECOMMENDATION

Approve the first renewal of Contract No. KN020650 with MHN of Point Richmond, CA to provide Placer County's 2007 Employee Assistance Program, and authorize the Purchasing Manager to sign the renewal contract in the maximum amount of \$206,945.00.

BACKGROUND

The Employee Assistance Program is designed to balance work/life issues that could affect an employee's performance at work. MHN has provided an Employee Assistance Program for Placer County since January 1999. Approximately 23% of Placer County employees have accessed this program over the past year. Periodic reporting to the Personnel Department documents a healthy, effective program.

MHN's previous contract expired on December 31, 2005. On October 11, 2005, your Board approved the award of Request for Proposals (RFP) No. 9432 to MHN, based on their superior proposal, which included the firm fixed price of \$6.24 per employee and family for each of the first three years of the new program. MHN has performed well during the first year of the new contract, and the Personnel Department is requesting to renew the contract for another year in accordance with the provisions of RFP No. 9432.

FISCAL IMPACT

The Personnel Department has budgeted \$206,945.00 for the Employee Assistance Program for 2007, and this contract renewal is within the budgeted amount.

cc: Nancy Nittler, Director, Personnel Department
Lori Walsh, Assistant Personnel Director

