

PO 170348

**CITY OF NAPERVILLE
AWARD OF CONTRACT
PROCUREMENT NO. 17-053**

Requesting Department: Human Resources
Procurement Name: Employee Assistance Program
Recommended Vendor: Curalinc
Amount of Award: \$27,720

DESCRIPTION:

On April 15, 2014, the City Council approved GCG Financial (GCG) as the City's benefits broker for a three-year period beginning May 1, 2014. One duty of GCG is to quote, recommend and negotiate the award of medical benefits on behalf of the City of Naperville.

GCG Financial issued a Request for Proposal (RFP) for Employee Assistance Plan Services (EAP). EAP provides counseling services to employees and family members. Services may include mental health, substance abuse, work, stress, financial, child care and elder care resources. They are proactive in their educational campaign, which encourages employees to seek help before impacting their employment. EAP also offers training services to employees; harassment education, wellness, supervisory training.

SELECTION PROCESS:

GCG Financial solicited proposals via a Request for Proposal (RFP) for EAP services from the following carriers:

- Curalinc
- Northwestern Medicine
- Perspectives
- Workplace Solutions

Based upon the evaluation by GCG Financial, Curalinc is recommended for award. Curalinc has proven to be a valuable partner and provides excellent service to employees. This contract is for a three-year term effective from January 1, 2017 to December 31, 2019 with two, one-year options to extend the contract.

FISCAL IMPACT

CIP #: N/A

The Employee Assistance Program is expensed to the Medical Services line listed below. A total of \$23,000 is budgeted for the Wellness Program in CY2017. The requested award is within budget.

Account Number	Fund Description	Total Budget Amount
623-9210-585-35.07	Self Insurance Fund	\$23,000

RECOMMENDATION:

Approve the Award of Procurement 17-053, Employee Assistance Program, to Curalinc for an amount not to exceed \$27,720, and for a two-year term.

ATTACHMENTS

1. N/A

SUBMITTED BY:

James Sheehan 2/17/17
James Sheehan Date
Director, Human Resources

Rachel Mayer 2/20/17
Rachel Mayer Date
Chief Procurement Officer

KAS
2/16/17

APPROVED BY:

Douglas A. Krieger 2/21/17
Douglas A. Krieger Date
City Manager