

Resolution #20-0425
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**RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN
AGREEMENT WITH REACH EAP, LLC TO ADMINISTER THE CITY OF WINSTON-
SALEM'S EMPLOYEE ASSISTANCE PROGRAM**

WHEREAS, currently, the City of Winston-Salem contracts with Reach EAP, LLC to administer the City's Employee Assistance Program (EAP). The program provides comprehensive services to meet the various needs of City employees, including mental health solutions (counseling and crisis calls), resources and referrals for work-life needs (e.g., parenting, elder care, legal, and financial), trainings, and crisis incident services. Employees and their family members can call to request assistance 24/7/365, with the program providing assistance from licensed specialists and other services at no cost to the employee; and

WHEREAS, the City conducted a competitive proposal process to select a firm to administer the City's Employee Assistance Program; and

WHEREAS, the following firms submitted proposals: Reach EAP, LLC, eni, and McLaughlin Young; and

WHEREAS, an evaluation team of City staff reviewed the proposals and scored them based on M/WBE commitment, location of business, qualifications and experience, cost effectiveness/price value, reference list of governmental clients, and quality of proposal; and

WHEREAS, based on the evaluation of the proposals, the evaluation team recommended that the City enter into a one-year agreement, with options to extend the agreement for two additional twelve-month periods, with the City's current provider, Reach EAP, LLC, at an annual cost not to exceed \$59,340 for a potential three-year cost of \$178,020; and

WHEREAS, the current cost of the program totals \$64,860, so the cost of the new contract will result in an annual savings of \$5,520; and

WHEREAS, Reach EAP, LLC will subcontract 25% of the contract to Eagle Corporate Training, a woman-owned business, to provide training on a variety of topics; and

WHEREAS, funds for this agreement are budgeted in the Employee Benefits Fund.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Winston-Salem that the City Manager is hereby authorized to enter into a one-year agreement with Reach EAP, LLC, with options to extend the agreement for two additional twelve-month periods, to administer the City's Employee Assistance Program at an annual cost not to exceed \$59,340 for a potential three-year cost of \$178,020.

BE IT FURTHER RESOLVED, that the City Manager and City Clerk are authorized to execute the necessary documents pursuant to review and approval by the City Attorney.