

**Charlotte County Purchasing Department
Administrative Approval**

1. DEPARTMENT MAKING REQUEST/NAME/EXTENSION:

Risk Management / Kimberly A. Corbett / x1526/1373

2. MEETING DATE:

November 30, 2006

3. REQUESTED MOTION/ACTION:

Recommend the Charlotte County Director of Purchasing award Quote # 07-040 Employee Assistance Program to the most responsive, responsible quoter, Cigna Behavioral Health of Eden Prairie, Minnesota, at the cost of \$2.01 per employee and an annual cost of \$37,386.00.

4. IS THIS ITEM BUDGETED (IF APPLICABLE)?: YES NO IF NO, STATE ACTION REQUIRED

BUDGET ACTION:

FINANCIAL IMPACT SUMMARY STATEMENT:

DETAILED ANALYSIS ATTACHED?: YES NO BUDGET OFFICER _____ DATE _____

5. BACKGROUND: (WHY IS THE ACTION NECESSARY, AND WHAT ACTION WILL BE ACCOMPLISHED)

This project is to secure the services of a licensed, qualified firm to provide a viable Employee Assistance Program for the employees of the County (approximately 1,550) and their immediate family members. The goal of the County is to assist employees in achieving optimal job performance and overall good health through resolving personal problems.

The submittals were reviewed by Risk Management and determined that CIGNA Behavioral health did provide a 24 month rate guarantee, and they were the only responsive, responsible Quoter to comply with all the required services outlined in the RFQ. Some of the requested services not offered by others included EAP services for anyone living in the member's household, pet care, education, telephonic seminars, employee discounts for massage therapy, vitamin supplements, acupuncture, vision and lasik eye surgery, and hearing care.

This is an annual contract for the term January 1, 2007 up to and including December 31, 2007, with an option to renew for two (2) additional 1-year terms.

6. RECOMMENDED APPROVAL AND DATE (YES & NO BLOCK INDICATE IF APPROVAL IS/IS NOT REQUIRED)

DIVISION/DEPARTMENT DIRECTOR	PURCHASING DIRECTOR	BUDGET	OTHER	COUNTY ATTORNEY	COUNTY ADMINISTRATOR
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
See Attached		N/A	N/A	N/A	N/A