



# City of Grand Island

Tuesday, September 12, 2006

Council Session

## Item G14

**#2006-252 - Approving Contract for Employee Assistance Program**

Staff Contact: Brenda Sutherland

# Council Agenda Memo

**From:** Brenda Sutherland, Human Resources Director  
**Meeting:** September 12, 2006  
**Subject:** Employee Assistance Program (EAP) Contract  
**Item #'s:** G-14  
**Presenter(s):** Brenda Sutherland, Human Resources Director

## Background

The City of Grand Island has provided its employees with an Employee Assistance Program (EAP) benefit for the past nine years. This benefit is designed to provide employees with mental health or substance abuse counseling by qualified mental health professionals. In addition to the services provided to assist employees with matters of a personal nature, the City has also benefited from management training and in-house employee training on various issues such as sexual harassment, parenting, budgeting, etc. The City currently has a contract with Family Resources of Greater Nebraska that will expire with this fiscal year.

## Discussion

The City advertised a request for proposals with a closing date of August 9, 2006. The City received proposals from several qualified vendors. Administration is recommending the City enter into a three year contract with Family Resources of Greater Nebraska to continue to provide EAP services for the City of Grand Island and its employees. The proposed cost for this service is \$14,475.00 per year for the next three years for a total of \$43,425.00. This amount will be less than the City is currently paying and will represent a savings of 13.5% over the current contract price.

The City and its employees have enjoyed a professional relationship with Family Resources over the past few years. The proposal submitted by Family Resources provided the best overall package to meet the needs of both the City and its employees. The contract is on file in the City Clerk's office for review.

## **Alternatives**

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

## **Recommendation**

City Administration recommends that the Council approve the contract with Family Resources of Greater Nebraska to Provide an Employee Assistance Program to the City of Grand Island.

## **Sample Motion**

Motion to approve the contract with Family Resources of Greater Nebraska, Grand Island, Nebraska to provide EAP services to the City of Grand Island.



Dale M. Shotkoski, Assistant City Attorney

*Working Together for a  
Better Tomorrow, Today*

**REQUEST FOR PROPOSAL  
FOR  
EMPLOYEE ASSISTANCE PROGRAM**

**RFP DUE DATE:** August 9, 2006 at 4:00 p.m.

**DEPARTMENT:** Human Resources

**PUBLICATION DATE:** July 19, 2006

**NO. POTENTIAL BIDDERS:** 4

**SUMMARY OF PROPOSALS RECEIVED**

**Anne Buettner, M.A.**  
Grand Island, NE

**Family Resources of Greater Nebraska, PC**  
Grand Island, NE

**The InSight Program, P.C.**  
Lincoln, NE

**Employee Assistance Program**  
Omaha, NE

**CBS Insurance Associates, Inc.**  
Grand Island, NE

cc: Brenda Sutherland, Human Resources Director  
Gary Greer, City Administrator  
Dale Shotkoski, Purchasing Agent

Terri Svoboda, HR Specialist  
David Springer, Finance Director  
Laura Berthelsen, Legal Assistant

**P1100**

RESOLUTION 2006-252

WHEREAS, the City of Grand Island invited proposals for an Employee Assistance Program, according to plans and Request for Proposals on file with the Human Resources Department; and

WHEREAS, proposals were due on August 9, 2006; and

WHEREAS, Family Resources of Grand Island of Grand Island, Nebraska, submitted a proposal in accordance with the terms of the Request for Proposals and all other statutory requirements contained therein at an annual cost of \$14,475.00 for the next three years, for a total of \$43,425.00; and

WHEREAS, a proposed three-year agreement with Family Resources of Grand Island for such services has been reviewed and approved by the City Attorney.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the proposal of Family Resources of Grand Island of Grand Island, Nebraska, for an Employee Assistance Program at an annual cost of \$14,475.00 for the next three years, for a total of \$43,425.00 is hereby approved.

BE IT FURTHER RESOLVED, that a three-year agreement between the City and such contractor be entered into for such project; and the Mayor is hereby authorized and directed to execute such agreement on behalf of the City of Grand Island.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, September 12, 2006.

---

Jay Vavricek, Mayor

Attest:

---

RaNae Edwards, City Clerk

|                     |                 |
|---------------------|-----------------|
| Approved as to Form | ☐ _____         |
| September 8, 2006   | ☐ City Attorney |