

RFP AWARD RECOMMENDATION

CITY OF RIVERSIDE
Finance Department

DATE SUBMITTED: June 26, 2018

RFP NO.	RFP TITLE	DEPARTMENT/DIVISION
1791	Employee Assistance Program	Human Resources
		DATE RFP OPENED
		03/16/18
PROPOSALS RECEIVED (1) INVITATIONS ISSUED (Online)		

PROPOSERS

CITY

EVALUATION RANK

Nancy K. Bohl, Inc.

San Bernardino

1

RFP DESCRIPTION: The agreement consists of providing Employee Assistance Program (EAP) professional services to eligible City employees and their dependents. The program should offer assessment, short term counseling and referral services along with crisis counseling in a variety of areas including but not limited to stress, abuse, aging, legal, financial, marital, parent-child, health and wellness, and substance abuse. The vendor will also assist and participate with various health and wellness events along with attending Health and Benefits Committee (HBC) meetings.

RFP Recommended For Award (Includes Sales Tax) ☐ 10% Surety Included ☒ Contract
Lowest Responsible Proposer ☒ 10% Surety not required ☐ Purchase Order

Amount of Award

Nancy K. Bohl, Inc.

\$92,124.00

COMMENTS:

The Human Resources Department has evaluated all proposals received and will be submitting a report requesting that award be made to the best overall solution based on the evaluation process. The Purchasing Division concurs that the action to award is in compliance with Resolution 23256.

Submitted by: Marie Piri

Date: 6-13-18

Purchasing Manager