RFP AWARD RECOMMENDATION

CITY OF RIVERSIDE Finance Department DATE SUBMITTED: 06/25/2024 DEPARTMENT/DIVISION RFP NO. RFP TITLE 2312 **Employee Assistance Program Human Resources** DATE RFP OPENED 12/18/2023 PROPOSALS RECEIVED (2) INVITATIONS ISSUED (Online) **PROPOSERS CITY EVALUATION RANKING** Nancy K. Bohl, Inc DBA The Consulting San Bernardino, CA 1 Team (TCTI) Spring Care, Inc* Riverside, CA 2

RFP DESCRIPTION: The City of Riverside ("City") is seeking proposals from qualified entities or individuals ("Company") to provide an Employee Assistance Program (EAP) to eligible City employees and their family members in the employee's household, including public safety officers. The City may award up to two (2) vendors for the specific needs in Public Safety. A company may submit a Proposal for non-public safety employees only (approximately 1,406 employees). Alternatively, a Proposal can be submitted for all City employees and must include additional services for Public Safety employees listed under Section C.

RFP Recommended For Award (Includes Sales Tax) 10% Surety Included Contract 10% Surety not required Purchase Order **Best Ranking Proposer** Amount of Award Nancy K. Bohl, Inc DBA The Consulting Team \$1,422,169.00 (TCTI)

COMMENTS:

The Human Resources Department has evaluated all proposals received and is 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 Purchasing Resolution 24101.

Jennifer McCoy Purchasing Manager Date: 05/22/2024 Submitted by:

^{*}Vendors were deemed unresponsive due to low score.