




### Agenda Item Details

Meeting	Oct 17, 2023 - School Board Meeting Agenda - 6:00 PM
Category	J. Consent - Human Resources
Subject	5. Approval to Award ITN No. N237451AN - Employee Assistance Program (EAP)
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	145,000.00
Budgeted	Yes
Budget Source	Up to \$145,000.00 will be funded from County Wide Insurance budget line (9336) funds. This agenda item is specifically for the approval of the award. Funds will only be expended within the existing resources of the applicable location.
Recommended Action	Approval to award ITN No. N237451AN for Employee Assistance Program (EAP), to Employee Services, LLC, as indicated on the attached tabulation sheet. This ITN will be effective for four years, beginning April 1, 2024 through March 31, 2028, with renewal options for two additional two-year periods, upon the written agreement of the vendor and the District, for up to \$145,000.00, for the first year of the base contract period of April 1, 2024 through March 31, 2025. The School Board of Lee County offers employees, and members of their household, access to the Employee Assistance Program. Services include confidential evaluation; referral and counseling service; and access to a variety of tools and resources for physical, financial and emotional well-being. The Insurance Task Force (ITF) subcommittee, comprised of ITF members, including representatives from Insurance and Benefits Management and the Florida Education Association, reviewed the scoring committee recommendation in their September 7, 2023 meeting. Approval authorizes the Superintendent to execute all related documents.
Goals	 <a href="#">Objective 4 - Increase Workforce Success</a>

Invitation to Negotiate No. N237451AN is for Employee Assistance Program (EAP). The School Board of Lee County offers employees, and members of their household, access to the Employee Assistance Program. Services include confidential evaluation; referral and counseling service; and access to a variety of tools and resources for physical, financial and emotional well-being. The Insurance Task Force (ITF) subcommittee, comprised of ITF members, including representatives from Insurance and Benefits Management and the Florida Education Association, reviewed the scoring committee recommendation in their September 7, 2023 meeting. It is recommended the award be made to Employee Services, LLC, as indicated on the attached tabulation sheet, effective for four years, beginning April 1, 2024 through March 31, 2028, with renewal options for two additional two-year periods, for up to \$145,000.00, for the first year of the base contract period of April 1, 2024 through March 31, 2025. Sixteen (16) vendors were notified of the ITN, four (4) vendors submitted a Proposal, Two (2) vendors submitted a No Bid and ten (10) vendors did not respond.

There is 1 PDF attached.

[Contact Person: Robert Dodig, Executive Director of Human Resources]

 [N237451AN - Scoring Summary.pdf \(61 KB\)](#)

### Motion & Voting

Approved as part of the Consent Agenda.

Motion by Jada Fleming, second by Debbie Jordan.

Final Resolution: Motion Carried

Yea: Cathleen Morgan, Chris Patricca, Melisa Giovannelli, Debbie Jordan, Samuel Fisher, Jada Fleming