

## **CENTRAL OFFICE – University-wide Employee Assistance Program**

RESOLVED, That the Board of Trustees of The City University of New York authorize the General Counsel to execute a contract on behalf of the University to provide a University-wide employee assistance program (EAP). The contract shall be awarded on the basis of best value to a responsive and responsible offeror chosen after public advertisement and timely submission of sealed proposals through a Request for Proposal solicitation and evaluation process conducted by the University pursuant to law and University Regulations. The initial term shall be three years and the contract shall include up to two one-year options for the University to renew in its best interest. Such purchase shall not exceed a total estimated cost of \$3,000,000 chargeable to appropriate funding sources beginning in Fiscal Year 2015. The contract shall be subject to approval as to form by the University Office of General Counsel.

### **EXPLANATION**

The EAP will provide employees with a wide range of confidential and cost-effective programs, services, referrals, and/or information designed to help employees balance the needs of personal life with the requirements of work and to address personal problems that may affect an employee's work performance. The contractor will provide program services, which shall include, but not be limited to: short-term counseling; employee assistance service; childcare services; elder care services; consumer services; outreach and program promotion; and training, health & wellness and other services. In addition, the contractor will assess, identify, evaluate, motivate and treat employees whose job performance may be impaired by a range of physical, emotional, mental and other behavioral problems.