

RESOLUTION NO. 2003-029

AUTHORIZING CONTRACT 2003-156 WITH RECOVERY RESOURCES TO PROVIDE AN EMPLOYEE ASSISTANCE PROGRAM FOR A PERIOD OF THREE YEARS WITH AN OPTION FOR TWO ADDITIONAL ONE-YEAR PERIODS IN AN AMOUNT NOT TO EXCEED \$197,682.00 FOR THE BASE THREE YEARS (GENERAL FUND, OFFICE OF BUSINESS DEVELOPMENT DEPARTMENT BUDGET).

WHEREAS, the Authority requires the services of an Employee Assistance Program (EAP) to offer professional help to its employees for personal, alcohol and drug dependency, family, financial and legal problems; and

WHEREAS, the offer of Recovery Resources located at 3950 Chester Avenue, Cleveland, Oh 44114 to provide an EAP for a period of three years with an option for two additional one-year periods was received on January 21, 2003; and

WHEREAS, after negotiations, monthly rates totaling an estimated one hundred ninety seven thousand six hundred eighty-two and 00/100 dollars (\$197,682.00) for the base three year period was agreed upon; and

WHEREAS, the General Manager deems the offer of Recovery Resources, after negotiations, to provide EAP services to be advantageous to the Authority and recommends acceptance thereof to the Board of Trustees.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of Recovery Resources, as modified by negotiations, to provide EAP services for a period of three years with the option for two additional one-year periods be and the same is hereby accepted as in the best interest of the Authority.

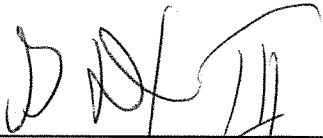
Section 2. That the General Manager of the Authority be and he is hereby authorized to enter into a contract with Recovery Resources to provide EAP services for a period of three years with the option for two additional one-year periods.

Section 3. That said contract shall be payable from the General Fund, Office of Business Development Department Budget in an amount not to exceed one hundred ninety seven thousand six hundred eighty-two and 00/100 dollars (\$197,682.00) for the base three year period.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years; compliance by the contractor to the Specification and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2002-120; bonding and insurance requirements and all applicable laws relating to the contractual obligation of the Authority.

Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: March 18, 2003



President

Attest: 

CEO, General Manager/Secretary-Treasurer



TITLE/DESCRIPTION: AUTHORIZING CONTRACT 2003-156 WITH RECOVERY RESOURCES TO PROVIDE AN EMPLOYEE ASSISTANCE PROGRAM FOR A PERIOD OF THREE YEARS WITH AN OPTION FOR TWO ADDITIONAL ONE-YEAR PERIODS IN AN AMOUNT NOT TO EXCEED \$197,682.00 FOR THE BASE THREE YEARS (GENERAL FUND, OFFICE OF BUSINESS DEVELOPMENT DEPARTMENT BUDGET)	Resolution No.: 2003- 029
	Date: March 13, 2003
	Initiator: Office of Business Development Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE:** This action will allow the Authority to enter into a contract for an Employee Assistance Program (EAP).

- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has offered its employees an EAP since 1989. The EAP offers employees professional help for personal, alcohol and drug dependency, family, financial and legal problems. An EAP allows for self and management referrals of employees for ongoing problems as well as crisis intervention. Employee Assistance Programs have traditionally been cost effective in reducing absenteeism and improving the productivity of employees.

- 3.0 **PROCUREMENT BACKGROUND:** Proposals were received on January 21, 2003 for this solicitation. After evaluation by a panel of Authority employees in accordance with established Procurement Policies and Procedures, and negotiations, the proposal of Recovery Resources was determined to be most advantageous to the Authority. Rates resulted in an estimated price of \$197,682.00 for the three year period.

 A cost analysis was performed and the Procurement Department has determined the negotiated rates to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 10% DBE goal was established for this procurement. Recovery Resources has committed to achieve the goal through the utilization of the following DBE firm(s):

DBE(s) Name/Address	DBE Category	Scope of Work	Amount	Percent
Pinkney-Perry Insurance Agency, Inc., Cleveland, Ohio	African American Male	Provide malpractice insurance to cover clinicians that will service RTA employees.	\$6,800.00	10.32%
		Total DBE Participation:	\$6,800.00	10.32%

G-4

- 5.0 POLICY IMPACT: Does not apply.
- 6.0 ECONOMIC IMPACT: This contract shall be funded through the General Fund, Office of Business Development Department budget, in an amount not to exceed one hundred ninety seven thousand six hundred eighty-two and 00/100 dollars (\$197,682.00) for the three year period. The negotiated total annual rate is 13.5% below the budgeted amount for this project.
- 7.0 ALTERNATIVES: Rejection of this offer would delay procurement of future EAP services and risk disruption in the EAP currently provided to employees.
- 8.0 RECOMMENDATION: It is recommended that the offer of Recovery Resources be accepted and a resolution passed authorizing the General Manager to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate
to the availability of funds, legal form
and conformance with the Procurement
requirements.



CEO, General Manager/Secretary-Treasurer