



**SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE**

Purchasing Department

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**ADDENDUM 2
RFP #21-0049
EMPLOYEE ANCILLARY BENEFITS – EAP PROGRAM**

August 10, 2021

The following is to ensure that proposers have complete information prior to submitting a proposal response. Here are clarifications regarding our request.

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

1. Who is the current EAP provider and for how many years?

Answer: EMPAC. The current contract began in 2017.

2. What is the county's satisfaction level with the current provider?

Answer: The current provider is performing based on the details of the contract.

3. What is the county currently paying for the EAP?

Answer: Please provide a cost history for the contract term. Current Pricing is \$1.13 PEPM.

4. Please provide utilization reports for years 2018, 2019, and 2020.

Answer: Utilization report is not available at this time.

5. How many hours of onsite training are included in the current contract each year? How many hours did the county utilize each of the last 3 years?

Answer: 32 hours are provided annually.

6. How many hours of live webinar training are included in the current contract each year? How many hours did the county utilize each of the last 3 years?

Answer: 32 Hours are provided annually.

7. How many health/benefits fairs and open enrollment events is the EAP provider expected to attend each year? How many hours is each event?

Answer: Usually once per year. Up to eight (8) hours.

8. Is the county's medical insurance self-funded or fully insured?

Answer: Self-funded.

9. What could be improved about the county's current program?

Answer: The county is looking for additional visits on top of the three (3) per year.

10. What does the county consider most important when choosing an EAP provider?

Answer: Please see the evaluation criteria in the RFP.

11. Please provide some insight into the condition of your workforce. What issues are most prevalent among your employees?

Answer: Stress management and other categories.

12. Please confirm that the total number of employees with access to the EAP is 2,500.

Answer: Correct.

13. Please confirm the maximum number of counseling sessions that employees receive under the current program.

Answer: Currently three (3) free sessions are included in the program.

14. Please describe any other services besides counseling that are included in the current EAP e.g. access to attorneys for legal support, etc.

Answer: Included in Addendum 1, RFP #21-0049 Employee Ancillary Benefits - EAP Program

15. If work-life services are available to employees, are these services provided through a toll-free number or online only?

Answer: Included in Addendum 1, RFP #21-0049 Employee Ancillary Benefits - EAP Program

16. Is Sedgwick County satisfied with the utilization of the current program?

Answer: Additional visits would be an additional benefit.

17. Can Sedgwick County provide an employee census (zip codes only) in order to produce a Geographic Access report?

Answer: Included with this Addendum.

18. Do you want work/life services included in the quote?

Answer: Yes.

19. Topical seminar hours are always available on a fee for service basis, or we can embed a certain number of hours into the PEPM rate. How many training/topical seminar hours per year, if any, would you like embedded in the quote?

Answer: 32 Hours.

20. CIR hours are always available on a fee for service basis, or we can embed a certain number of hours into the PEPM rate. How many CIR hours per year, if any, would you like embedded in the quote?

Answer: Included in Addendum 1, RFP #21-0049 Employee Ancillary Benefits - EAP Program

21. How to you plan to evaluate our EAP provider network?

Answer: Census provided with this Addendum for Geo Access.

22. Do you wish for us to perform and present a GeoAccess report for provider access based on your employees' home locations? If so, we would need to be provided with an employee census that lists employees' home zip codes in MS Excel spreadsheet.

Answer: Yes.

Submittals are due **NO LATER THAN 1:45 pm, CDT, Tuesday, August 24, 2021**. Late proposals will not be accepted and will not be considered for award recommendation.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE PROPOSAL RESPONSE PAGE.

Joseph Thomas

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Purchasing Director

JT/lj