

**CITY OF NAPLES
PURCHASING DIVISION
CITY HALL, 735 8TH STREET SOUTH
NAPLES, FLORIDA 34102
PH: 239-213-7100 FX: 239-213-7105**

ADDENDUM NUMBER 2

NOTIFICATION DATE:	BID TITLE:	BID NUMBER:	BID OPENING DATE & TIME:
03/29/12	Employee Assistance Program	036-12	04/11/12 2:00PM

**THE FOLLOWING INFORMATION IS HEREBY INCORPORATED INTO,
AND MADE AN OFFICIAL PART OF THE ABOVE REFERENCED BID.**

- 1) Please provide the rate history throughout the length of the contract. Our rates have remained the same throughout our contract with Horizon since November 1, 2006. \$1.46 per employee per month for EAP services plus \$.12 per employee per month for Advantage Work-Life services.
- 2) Exhibit A states that Fitness-for-Duty evaluations are currently included within the contract. How many evaluations has the City utilized in each of the last three (3) years? The City has not utilized our current EAP for fitness for duty evaluations.
- 3) Exhibit A states that DOT SAP Evaluations are currently included within the contract. How many DOT SAP evaluations has the City utilized in each of the last three (3) years? The City has not utilized our current EAP for DOT SAP evaluations.
- 4) Is the City seeking to continue to have the Fitness-for-Duty Evaluations and DOT SAP Evaluations included within the contract versus fee-for-service? At the vendor's discretion, they can include those services within the contract or they can provide optional pricing for those services.
- 5) Exhibit A indicates that the City utilizes the Advantage Work/Life Service for an additional \$0.12 PEPM, however this service is not mentioned in the RFP. Is this a service that the City is seeking to retain? The vendor should provide optional pricing for work/life services.
- 6) Exhibit A states that the contract includes up to 22 hours of trainings and orientations. The RFP mentions trainings on a fee-for-service basis. Is the City requesting the 22 hours to be included within the contract and then a cost for additional trainings or is the City switching to having all trainings provided on a fee-for-service basis? The vendor should clearly identify what, if any, training and orientation services are included. The vendor should also provide a fee for service option in the event additional training is needed.

IMPORTANT MESSAGE

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE BID COVER SHEET.

- 7) How many face-to-face EAP sessions were utilized in each of the last three (3) years? The utilization report only shows the number of cases/referrals. Unknown. The utilization reports contain the data received from the vendor. We do not receive any additional information.
- 8) What is the average number of counseling sessions utilized per case? Unknown. The utilization reports contain the data received from the vendor. We do not receive any additional information.
- 9) How many hours of training and health fair participation were utilized in each of the last three (3) years? Four hours of lunch and learn seminars; three hours of supervisor training; and one health fair participation.

IMPORTANT MESSAGE

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