

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor's Legislative team with questions

Date of Request: 8/30/21

Please mark one: ☐ Bill Request or ☒ Resolution Request

1. Type of Request:

- ☒ Contract/Grant Agreement ☐ Intergovernmental Agreement (IGA) ☐ Rezoning/ext Amendment
☐ Dedication/Vacation ☐ Appropriation/Supplemental ☐ DRMC Change
☐ Other:

2. Title: (Start with *approves*, *amends*, *dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Amends contract with Compsych Employee Assistance Programs, Inc. (CSAHR-201845795) to increase training hours in 2022 and 2023, and to increase fee schedule's EAP session costs to \$1.21 per employee per month.

3. Requesting Agency: OHR Benefits

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Chris O'Brien	Name: Chris O'Brien
Email: christopher.obrien@denvergov.org	Email: christopher.obrien@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

First amendment to 2018 contract with Compsych Employee Assistance Programs, Inc. Amending contract to add 100 training hours in 2022 and 2023 to exhibit A's SOW, and also increasing EAP counseling session fees to \$1.21 per employee per month in the exhibit B fee schedule.

The City is charged a flat monthly fee for all employees eligible for the EAP. The City is not charged by the number of EAP sessions our employees use. Even with the increase in the monthly cost per employee, there is currently enough capacity in the contract and will not exceed the original contract's \$1,225,000.00 amount.

Training hours:

1. ComPsych Employee Assistance Programs, Inc. (the "Service Provider") will provide the City and County of Denver (the "City") with Training and Health Fair attendance, to include:
 - a. 90 annual training hours in 2019
 - b. 80 annual training hours each in 2020 and in 2021
 - c. On-site learning and promotion

Training hours includes: open enrollment fair participation, orientation for supervisors and employees, and personal development workshops. This amendment adds training hours for 2022 and 2023, not previously included.

6. City Attorney assigned to this request (if applicable): Rob McDermott

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR21 1013

Date Entered: _____

7. City Council District: Citywide

8. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Expenditure – Professional Services

Vendor/Contractor Name: Compsych Employee Assistance Program, Inc.

Contract control number: CSAHR-202159677-01 [201845795-01]

Location: N/A

Is this a new contract? ☐ Yes ☒ No Is this an Amendment? ☒ Yes ☐ No If yes, how many? 01

Contract Term/Duration (for amended contracts, include existing term dates and amended dates): 1/1/2019 – 12/31/2023

Contract Amount (indicate existing amount, amended amount and new contract total): \$1,225,000.00

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$1,225,000.00	\$0	\$1,225,000.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/19 – 12/31/23		

Scope of work:

Compsych provides employee assistance program (EAP) for Denver employees/dependents. EAP includes counseling sessions, legal issue assistance, financial issue assistance, research assistance for work-life balance matters, supervisory consultations, assistance with mandatory work counseling related to work-related performance or behavioral issues, critical incident stress management support including on-site counseling, provides employees/dependents with tailored applications to address depression, anxiety, stress, substance use, chronic pain, sleep challenges, etc.

Was this contractor selected by competitive process? Yes If not, why not?

Has this contractor provided these services to the City before? ☒ Yes ☐ No

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR21 1013

Date Entered: _____

Source of funds: General Fund

Is this contract subject to: ☐ W/MBE ☐ DBE ☐ SBE ☐ XO101 ☐ ACDBE ☒ N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

Who are the subcontractors to this contract? N/A

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