



Park Hill School District EAP RFP Vendor Questions

The following questions were submitted within the allotted timeframe. All questions have been addressed below. Proposals will be due August 30th, 2022 at 4pm CST and should be submitted to Abby Stevenson at AStevenson@cbiz.com.

Questions:

- 1. Will the district consider proposals from companies that ONLY provide teletherapy in regards to this solicitation?**
 - The district strongly prefers to keep all services with one provider rather than splitting them. It is the intention of the RFP to have comprehensive services through one provider.
- 2. What is the estimated number of positions needed (part-time vs. full-time)?**
 - N/A. The provider will be expected to provide 24/7/365 access to care for employees in need via intake counselors/care coordinators, not a specified number of positions.
- 3. Will the district award more than 1 vendor?**
 - The district strongly prefers to keep all services with one provider rather than splitting them. It is the intention of the RFP to have comprehensive services through one provider.
- 4. Is a local office required? Is there a preference for local vendors?**
 - Local office is not required.
- 5. Can we submit for some, but not all parts, requested in the RFP? In other words, can we respond to the just the counseling portion of EAP services?**
 - The district strongly prefers to keep all services with one provider rather than splitting them. It is the intention of the RFP to have comprehensive services through one provider.
- 6. Can you provide employee zip codes to run a network access report within our network?**
 - The majority of the employees of the district are located in or near Kansas City, MO.
- 7. Can you confirm 10 hours for onsite services include both training and CIR?**
 - Correct, 10 hours to be used for either training or CIR.
- 8. Is past utilization available from this year and/or prior years?**

(See attached)

**Employee Assistance Program
Park Hill School District
IMPACT REPORT**

Time Period of Impact Report: 09/26/2021 To 12/31/2021
Year-to-Date: 01/01/2021 TO 12/31/2021

SAINT LUKE'S LIFEWISE™ EAP SERVICES

	<u>Period</u>		<u>Year-to-Date</u>	
	<u>Number of People Served</u>	<u>Hours</u>	<u>Number of People Served</u>	<u>Hours</u>
A. EAP Counseling, Coaching & Initial Contacts	24	65.45	56	166.15
B. eSession (Electronic EAP Counseling)	0	0.00	0	0.00
C. Life Balance Services				
1. Daily Living	0	0.00	0	0.00
2. EAP Legal Assist	0	0.00	0	0.00
3. Life Balance General Information	0	0.00	0	0.00
4. Financial Consultation	0	0.00	0	0.00
D. HR/Supervisor Consultations	0	0.00	2	0.75
E. Website	130	0.00	276	0.00
F. Annual training and on-site hours				
1. Annual on-site hours included at no additional fee (0 hours)				
-Training	0	0.00	0	0.00
-CISM	0	0.00	0	0.00
-Team Coaching	0	0.00	0	0.00
-Individual Health & Productivity Coaching	0	0.00	0	0.00
-Webinars	0	0.00	0	0.00
-Special Activities / Health & Benefit Fair	0	0.00	0	0.00
2. Leadership Essentials	0	0.00	0	0.00
3. General Webinar Attendance	0	0.00	0	0.00
G. Additional fees				
1. Executive & Leadership Coaching (panel provided)	0	0.00	0	0.00
2. Service beyond the annual hours				
-Training	67	5.00	67	5.00
-CISM	0	0.00	0	0.00
-Team Coaching	0	0.00	0	0.00
-Individual Health & Productivity Coaching	0	0.00	0	0.00
-Webinars	0	0.00	0	0.00
-Special Activities / Health & Benefit Fair	0	0.00	0	0.00
H. Administration		0.00		0.00
TOTALS	221	70.45	401	171.90

IMPACT RATE

(includes people served in all categories)

<u>Period</u>	<u>Year-to-Date</u>	<u>Annualized</u>
13.81%	25.06%	25.08%

NUMBER OF EMPLOYEES

1600



**Employee Assistance Program
Park Hill School District
IMPACT REPORT**

Time Period of Impact Report: 09/26/2021 To 12/31/2021
Year-to-Date: 01/01/2021 TO 12/31/2021

ON-SITE SERVICES AND WEBINARS

<u>Date</u>	<u>Name of Service</u>	<u>Number of People Served</u>	<u>Hours</u>
10/12/21	EFFECTIVE COMMUNICATION	12	1.00
10/26/21	RESILIENCE	6	1.00
11/4/21	CONFLICT MANAGEMENT	20	1.00
11/17/21	RESPECT AND CIVILITY	10	1.00
12/7/21	ENHANCING PHYSICAL WELLBEING	19	1.00
12/31/21	2021 4TH QTR WEBSITE	130	0.00

PROMOTIONAL SERVICES

Date Description