

BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: May 21, 2008

Division: Employee Services

Bulk Item: Yes X No

Department: Benefits Office

Staff Contact Person: Maria Fernandez-Gonzalez, Ext. 4448

AGENDA ITEM WORDING: Approval to renewal current Employee Assistance Agreement for one year with the Horizon Behavioral Services, Inc.

ITEM BACKGROUND: Employee Assistance Program RFP done in 2006; May 16, 2007, BOCC approved current contract with The Allen Group for EAP services; July 31, 2007 Assignment & Assumption Agreement of Contract & Consent of the MCBOCC was approved due to the sale of The Allen Group to Horizon Behavioral Services, Inc.

PREVIOUS RELEVANT BOCC ACTION: Initial contract approved August 1997; RFP done in 2001 and again in 2006.

CONTRACT/AGREEMENT CHANGES: Term only.

STAFF RECOMMENDATIONS: Approval

TOTAL COST: \$40,667.40

BUDGETED: Yes X No

COST TO COUNTY: \$40,667.40

SOURCE OF FUNDS: Primarily Ad Valorem

REVENUE PRODUCING: Yes No X **AMOUNT PER MONTH** **Year**

APPROVED BY: County Atty *CCH* OMB/Purchasing *[Signature]* Risk Management *MS*

DOCUMENTATION: Included X To Follow Not Required

DISPOSITION:

AGENDA ITEM #



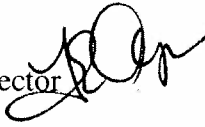
BOARD OF COUNTY COMMISSIONERS

Mayor Charles "Sonny" McCoy, District 3
Mayor Pro Tem Mario Di Gennaro, District 4
Dixie M. Spehar, District 1
George Neugent, District 2
Sylvia J. Murphy, District 5

Office of the Employee Services Division Director
The Historic Gato Cigar Factory
1100 Simonton Street, Suite 268
Key West, FL 33040
(305) 292-4458 – Phone
(305) 292-4564 - Fax



TO: Board of County Commissioners

FROM: Teresa E. Aguiar,
Employee Services Director 

DATE: April 28, 2008

SUBJ: EAP Renewal of Contract (1st renewal)
Horizon Behavioral Services, Inc.

This item requests approval to renew the contract with Horizon Behavioral Services, Inc. to provide confidential counseling services in the lower, middle and upper keys for employees and their dependents.

The purpose of an Employee Assistance Program is to improve the psychological health of the employees or dependents experiencing problems which may or are currently affecting the employee's productivity. Individual problems can range from need for information on child care to serious difficulties with alcohol or drugs. Other employees will also benefit by being part of a safer, more productive workforce.

This contract provides confidential unlimited short term counseling services, on site periodic seminars, printed materials, 24 hour website access, 24 hour/seven day a week confidential telephone service, Fitness for duty evaluations and other related services.

It is therefore the recommendation that the Board approve the request to renew the contract with Horizon Behavioral Services, Inc. for the period of June 1, 2008 – May 30, 2009. If you have any questions on this item, please do not hesitate to contact me at X4458.

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY		
Contract with: <u>Horizon Behavioral Services, Inc.</u>		Contract #
		Effective Date: <u>June 1, 2008</u>
Contract Purpose/Description: <u>Approval to renew current agreement for the term of one year.</u>		Expiration Date: <u>May 31, 2009</u>
Contract Manager: <u>Maria Fernandez-Gonzalez</u>	<u>4448</u>	<u>Employee Services</u>
(Name)	(Ext.)	(Department)
for BOCC meeting on <u>May 21, 2008</u>		Agenda Deadline: <u>May 6, 2008</u>

CONTRACT COSTS	
Total Dollar Value of Contract: <u>\$40,667.40</u>	Current Year Portion: \$ _____
Budgeted? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Account Codes: <u>502-08002-530340-_____-_____-_____</u>
Grant: \$ _____	_____
County Match: \$ _____	_____

ADDITIONAL COSTS	
Estimated Ongoing Costs: \$ _____/yr	For: _____
(Not included in dollar value above)	(eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW				
	Date In	Changes Needed	Reviewer	Date Out
Division Director	<u>4-29-08</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>4-29-08</u>
Risk Management	<u>4-30-08</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>4-30-08</u>
O.M.B./Purchasing	<u>5/1/08</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>5/1/08</u>
County Attorney	<u>4-30-08</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Cynthia J. Hall</u>	<u>4-30-08</u>
Comments: _____				

EMPLOYEE ASSISTANCE PROGRAM RENEWAL AGREEMENT
BETWEEN MONROE COUNTY, FLORIDA AND
HORIZON BEHAVIORAL SERVICES, INC.

This renewal agreement is entered into by and between Board of County Commissioners of Monroe County, Florida; 1100 Simonton Street, Room 2-268; Key West, Florida 33040 (“Employer”) and Horizon Behavioral Services, Inc. c/o The Allen Group; 2965 W. State Road 434, Suite 200; Longwood, FL 32779 . (“Contractor”) and is made to be effective as of June 1, 2008.

WHEREAS, on June 1, 2007, the Employer and The Allen Group entered into an agreement (hereinafter “Agreement”) establishing an Employee Assistance Program (hereinafter Program) for the purpose of providing confidential, professional counseling on personal matters affecting their physical and emotional well-being for all full-time, regular employees and their dependents with offices in Key West, Marathon and Plantation Key; and

WHEREAS, the term of the Agreement was for one (1) year beginning on June 1, 2007, renewable at the County’s option for two (2) additional one-year terms; and

WHEREAS, on July 31, 2007, the County entered into an Assignment and Assumption Agreement with The Allen Group, whereby the County consented to the assignment of the Agreement to Horizon Behavioral Services, Inc. (“Horizon”) and Horizon agreed to perform all responsibilities under the Agreement; and

WHEREAS, the current renewal will expire on May 31, 2008 and the Employer desires to extend the original agreement for another year‘

NOW THEREFORE, in consideration of mutual covenants and conditions set forth below, the parties agree as follows:

1. The County exercises its right to the first of the two (2) one-year terms specified in the Agreement. This renewal term will commence immediately upon the expiration of the current contract. Therefore this renewal will become effective June 1, 2008, and will expire on May 31, 2009.

2. In all other respects the terms and conditions of the original agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Renewal Agreement this _____ day of _____, 2008.

BOARD OF COUNTY COMMISSIONERS
OF MONROE COUNTY, FLORIDA

[SEAL]

ATTEST: DANNY L. KOLHAGE, CLERK

By: _____
Deputy Clerk

BY: _____
Charles "Sonny" McCoy, Mayor

Date: _____

ATTEST:

By: _____

(Witness)

(Print name): _____

HORIZON BEHAVIORAL SERVICES, INC.

BY: _____
President

Print Name:

Date: _____

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:
Cynthia L. Hall

CYNTHIA L. HALL
ASSISTANT COUNTY ATTORNEY
Date 4-30-08