

COUNCIL COMMUNICATION

From: The City Manager

Subject: Child and Family Services Employee Assistance Program Agreement

Manager's Recommendation:

I recommend approval of a two year Agreement between the City of Saginaw and Child and Family Services to provide an Employee Assistance Program to City employees. The Agreement cost per year is \$14,392.00 annually. The total amount of the Agreement is \$28,784.00. This Agreement has been approved by me as to substance and the City Attorney as to form.

This vendor meets all requirements of §14.23, "Vendors", of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing, of "Title 1, "General Provisions" of the Saginaw Code of Ordinances 0-1.

Funds have been budgeted in the Worker's Compensation Fund's - Employee Health Services – Professional Services Account Number, 678-1751-701-80-01.

Justification:

Child and Family Services have provided assistance to City employees since 1995. They have provided excellent services to the City in assisting employees and their family members with personal problems such as job performance issues, emotional problems, substance abuse, financial issues and marital counseling. Staff members have demonstrated their need of this service as seen through increased utilization over the past two years. The agency also provides training seminars for supervisors and employees. The Agreement can be terminated by either party providing 30 days notice.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.