



**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
May 5, 2021**



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**26-S. SERVICES CONTRACT
*Department Budget and Management***

Contract ID: Employee Assistance Program; *BPM019757*
ADPICS No.: F10B0600055

Contract Description: Employee Assistance Program (EAP) to active State employees who self-refer or are referred to the program by their supervisors and grief counseling services to state employees following traumatic events at the workplace.

Award: Janus Associates, Inc. dba BHS; Baltimore; MD
(*Certified MBE and SBE*)

Contract Term: 09/01/2021 - 08/31/2026

Amount: \$3,315,970

Procurement Method: Competitive Sealed Proposals

Proposals:

<i>Offerors</i>	<i>Technical Rankings</i>	<i>Financial Proposals (Rankings)</i>	<i>Overall Rankings</i>
Janus Associates, Inc. dba BHS Baltimore, MD	1	\$3,315,970 (1)	1
ComPsych Corporation Chicago, IL	2	\$3,663,490 (2)	2
Keystone Peer Review Organization, Inc. (Kepro); Harrisburg, PA	3	\$5,026,112 (3)	3

The calculation is based on each vendor's aggregate financial proposal for Employee only + Household member + Peer support training (5 years).

Living Wage Eligible: Yes

MBE/VSBE Participation: 5% / N/A

Performance Security: N/A

Incumbent: Same



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26-S. SERVICES CONTRACT (cont'd)

Requesting Agency Remarks: A notice of availability of the Request for Proposals (RFP) was advertised on *eMaryland Marketplace Advantage* and the DBM website. Approximately 57 potential vendors received direct solicitation, 28 of which were Maryland firms and 43 were MBEs.

Six proposals were received in response to the RFP. Only three proposals were deemed to be reasonably susceptible to being selected for award. Janus Associates, Inc., trading as Business Health Services (BHS) was determined to have the more advantageous offer for the State and is recommended for award.

The State’s goal is to expand the existing Employee Assistance Program (EAP) benefits to include self-referrals to improve the health and well-being of Active Employees, which may reduce the impact of personal and job-related problems and improve employee productivity.

The awarded contractor will provide a comprehensive EAP that will include services for self and supervisor referrals, currently they are only offered through supervisor referrals. If approved, this will be provided to active employees, core counseling, critical incident response, work/life support, self-directed tools, and an extensive online library. There are approximately 59,555 Active Employees who are currently eligible to be referred for EAP benefits.

The contract consists of optional services that will afford the State the ability to provide self-referral and work/life EAP services to dependents of Active Employees, self-referral, and work/life EAP services to household members of Active Employees, and a training program for peer-to-peer support designed for State employee volunteer peer specialists. It includes potential customization for occupation/agency that will establish guidelines and implement training on how to recognize signs of distress, guide individuals toward state and community-sponsored resources, and destigmatize seeking support for emotional and cognitive health. The award amount includes all three optional services but DBM does not intend to exercise these services for household members or peer training.

Fund Source:	100% Non-Budgeted	Approp. Code:	F10A0253
Resident Business:	Yes	MD Tax Clearance:	21-0705-1111

BOARD OF PUBLIC WORKS		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
	WITH DISCUSSION		WITHOUT DISCUSSION