

Agenda Report

June 5, 2023

TO: Honorable Mayor and City Council

FROM: Human Resources

SUBJECT: **AUTHORIZATION TO AMEND CONTRACT NO. 32459 WITH PUBLIC RISK INNOVATION SOLUTIONS MANAGEMENT (PRISM) FOR EMPLOYEE ASSISTANCE PROGRAM/BEHAVIORAL WELLNESS SERVICES TO INCREASE THE NOT-TO-EXCEED AMOUNT BY \$142,700**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action herein is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines Section 15061(b)(3) (Common Sense Exemption);
2. Authorize the City Manager to amend Contract 32459 with Public Risk Innovation Solutions Management (PRISM), a California Joint Powers Authority, sub-contracting with Concern, to increase the contract amount by \$142,700, thereby increasing the total not-to exceed amount from \$179,280 to \$264,900, which includes an increase to the value of each optional one-year extension from \$59,760 to \$88,300; and
3. To the extent the amendment to Contract No 32459 could be considered a separate procurement subject to the Competitive Selection Process, grant the contract an exemption pursuant to Pasadena Municipal Code (PMC) Section 4.08.049(B), contracts for which the City's best interests are served. These transactions are exempt from competitive bidding per PMC Section 4.08.030 and City Charter Section 1002(F) based on contracts for professional or unique services.

BACKGROUND:

As part of the City employee wellness initiative, the City of Pasadena provides an

Employee Assistance Program (EAP) to eligible employees and their immediate family members. The EAP is a voluntary, confidential program that helps employees and their families work through various life challenges that may adversely affect health and personal well-being as well as overall job performance by providing services that include assessments, counseling, and referrals for additional services.

Additionally, EAP providers may work with Human Resources staff or managers in response to traumatic or challenging workplace events, such as providing an on-site counselor or helping develop plans related to organizational changes or emergency planning.

Following Council approval on November 21, 2022, the City Manager entered into a contract with Public Risk Innovation Solutions Management (PRISM), a California Joint Powers Authority, that offers pooled rates to JPA members for Employee Assistance Program (EAP) services. The City of Pasadena is a member of PRISM as part of its excess public entity liability coverage. The main sub-contractor Managed Health Network, LLC (MHN) will no longer be providing EAP services in the State of California as of July 1, 2023. In its place, PRISM has contracted with Concern, a highly regarded EAP provider to provide the same level of care to City employees currently offered by Managed Health Network, LLC (MHN). The new rates take effect July 1, 2023 and are guaranteed with Concern through June 30, 2026. The \$142,700 contract amendment will cover the cost of the new rates through the initial contract period and the two optional one (1) year extension periods.

The proposed amendment supports employee wellness and ensures the City continues to have a contracted EAP provider for eligible employees and their families.

COUNCIL POLICY CONSIDERATION:

Amending the existing contract with Public Risk Innovation Solutions Management (PRISM) supports the City Council's strategic planning goals to maintain fiscal responsibility and stability.


FISCAL IMPACT:

The fiscal impact of the proposed contract amendment is estimated to cost \$142,700 over five years. This action will be funded by existing and future appropriations budgeted in the Benefits Fund (504) within the Human Resources Department's annual operating budget. There is no impact to the General Fund.

Respectfully submitted,


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