

**AGENDA NOTES**

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| <b>Solicitation Name and #</b>   | Employee Assistance Program (Multiyear Contract)<br>RFP No. 20-500542   |
| <b>Procurement Agent</b>   | Crystal Creekmore   |
| <b>Date Solicitation bid prices expire. (Indicate if vendor has agreed to extend bid date/prices. Include new date.)</b>   | September 17, 2020. Vendor agreed to extend pricing to November 15, 2020.   |
| <b>Solicitation Name, Number and Contract Number of Expired Contract (If no previous contract, please indicate N/A)</b>  | Employee Assistance Program via DOAS Contract<br>40300-240-DAS0000100-0002<br>Cooperative Agreement, CPA 1169311  |
| <b>Previous Contract Number, Contractor Name and Award Amount (Include increases and Total Award Amount)</b>   | <b>\$131,040.00</b><br><br><b>CPA 1239452</b><br><b>KEPRO</b>   |
| <b>Previous Amount Spent on Expiring/Expired Contract(s) (If multiple award, List Amount Spent per Contract and include Total Amount Spent)</b>  | <b>\$0.00</b><br><br><b>CPA 1239452</b>   |
| <b>Prime Contractor Information and LSBE – Subcontractor (Prime: Company Name, Owner Name and Title, Number of years in business and Number of years doing business with DeKalb County) (LSBE: LSBE Type (DeKalb or MSA, Participation Percentage, Company Name, Owner Name and Title, Address, Type of Work Provided, Number of years in business and Previous Business/Contracts and Amounts in DeKalb County)</b> | <b><u>KEPRO, Inc. (Prime)</u></b><br>CEO: Joel Portice<br>Years in Business: 14<br>Years Doing Business with DeKalb: 1<br><br><u>Premier WorkForce Solutions, LLC - LSBE-MSA; 5%; P.O. Box 672, Fayetteville, GA 30214</u><br>President: Gwen Wiggins<br>Years in Business: 4<br>Years Doing Business with DeKalb: 4<br>Services: Trainings, EAP Employee and Manager Orientations & Health Fair Representation<br><br><u>Focus 7, LLC - LSBE-DeKalb; 1%; 4038 Moffat Court, Decatur, GA 30035</u><br>Owner: Charles Erby<br>Years in Business: 5<br>Years Doing Business with DeKalb: 0<br>Services: Mental Health and Substance Abuse Counseling Services<br><br>GFE approved by CPO. |

**Attachments**

1. Revised Recommendation
2. Cumulative Score Report
3. Market Survey