



Legislation Details (With Text)

File #: 2024-0732 **Version:** 1 **Name:**

Type: Resolution **Status:** Preliminary Item

File created: 5/31/2024 **In control:** Board of Commissioners

On agenda: 7/9/2024 **Final action:** 7/9/2024

Title: Commission District(s): All
CO - Change Order No. 2 to Contract No. 1239452 for Employee Assistance Program (Multiyear Contract): for use by the Department of Human Resources & Merit System (HRMS). This contract consists of psychological counseling for all County employees for both personal and work stress-related conditions and/or other issues. This request seeks to increase the contract funds and term through August 31, 2025. Awarded to Keystone Peer review Organization (KEPRO), LLC. Amount Not To Exceed: \$80,000.00.

Indexes:

Attachments: 1. Substitute 2024 07.09 Item 2024-0732, 2. 0732 CO2 (rvsd substitute), 3. Agenda Notes, 4. Change Order Request Form

Date	Ver.	Action By	Action	Result
7/9/2024	1	Board of Commissioners		
6/27/2024	1	ERPS-Employee Relations & Public Safety Committee	recommended for approval.	Pass
6/27/2024	1	Committee of the Whole	Accepted to the BOC agenda and assigned	

SUBSTITUTE

Purchasing Type: Change Order (CO)

Public Hearing: YES NO **Department:** Purchasing & Contracting

AGENDA ITEM:

Commission District(s): All

CO - Change Order No. 2 to Contract No. 1239452 for Employee Assistance Program (Multiyear Contract): for use by the Department of Human Resources & Merit System (HRMS). This contract consists of psychological counseling for all County employees for both personal and work stress-related conditions and/or other issues. This request seeks to increase the contract funds and term through August 31, 2025. Awarded to Keystone Peer review Organization (KEPRO), LLC. Amount Not To Exceed: \$80,000.00.

Information Contact: Michelle Butler, Chief Procurement Officer

Phone Number: (404) 687-3581

PURPOSE:

Awarded by the BOC on December 15, 2020 for an amount not to exceed \$131,040.00. In error, the funding requested was only for the first year of the three-year multiyear contract. On March 2, 2021, the BOC approved Change Order No. 1 for an amount not to exceed \$262,080.00 to fund the additional two years. This request seeks to increase the contract funds and term through August 31, 2025. This request will assist in the

continuation of services. Scope of work in development in preparation for a forthcoming procurement process.

This substitute is submitted to revise the requested contract term and funds increase, supporting documentation, and a scrivener's error noticed within the supporting documentation.

RECOMMENDATION:

Recommend approval of Change Order No. 2 with: KEPRO, LLC, 777 E. Park Drive, Harrisburg, PA 17111 Amount Not To Exceed \$80,000.00 and authorize the Chief Executive Officer to execute the change order and all associated documents.

ADDITIONAL INFORMATION:

- 1. LSBE Participation: 6%
- 2. Contract Effective Date: September 1, 2021
- 3. Contract Expiration Date: December 31, 2024
- 4. Amount Spent to Date: \$254,332.61
- 5. Funding: General - Operating (HRMS)