

**OFFICE OF THE CITY MANAGER  
LITTLE ROCK, ARKANSAS**

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**BOARD OF DIRECTORS COMMUNICATION  
MARCH 7, 2023 AGENDA**

<b>Subject:</b>	<b>Action Required:</b>	<b>Approved By:</b>
<p>Authorization of a contract with SWEAP Connections, for an Employee Assistance Program for City Employees and their dependents.</p> <p><b>Submitted By:</b></p> <p>Human Resources Department</p>	<p style="text-align: center;">Ordinance √ <b>Resolution</b></p>	<p style="text-align: center;">Bruce T. Moore City Manager</p>
<p style="text-align: center;"><b>SYNOPSIS</b></p> <p style="text-align: center;"><b>FISCAL IMPACT</b></p> <p style="text-align: center;"><b>RECOMMENDATION</b></p> <p style="text-align: center;"><b>BACKGROUND</b></p>	<p>A resolution to authorize the City Manager to enter into a contract with Southwest Employee Assistance Program, Inc., for an Employee Assistance Program for City Employees and their dependents for the period January 1, 2023, through January 1, 2024.</p> <p>The total amount is not to exceed \$100,000.00, and funding for this service is included in the 2023 Budget line item for Employee Assistance Program, Account No. 101002-66200.</p> <p>Approval of the resolution.</p> <p>The City offers an Employee Assistance Program to City employees and their dependents. The contract for these services was for a seven (7)-year term which came to an end as of July 1, 2022. That contract was extended for nine (9) months so that a Request for Proposal (RPF) could be conducted. RFP No. 1745 was issued and SWEAP Connections was the successful bidder. This contract is for the period February 28, 2023, to February 28, 2024, and may be extended six (6) additional years in accordance with the renewal clause in the agreement.</p>	