

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

**BOARD OF DIRECTORS COMMUNICATION
OCTOBER 2, 2024 AGENDA**

Subject:	Action Required:	Approved By:
<p>To authorize a contract extension with Southwest Employee Assistance Programs, Inc., d/b/a SWEAP Connections, to provide an Employee Assistance Program for City Employees and their dependents.</p> <p>Submitted By:</p> <p>Human Resources Department</p>	<p>Ordinance √ Resolution</p>	<p>Emily Cox Acting City Manager</p>
SYNOPSIS	<p>To authorize the City Manager to enter into a contract extension with Southwest Employee Assistance Programs, Inc., d/b/a SWEAP Connections, to provide an Employee Assistance Program for City Employees and their dependents, for the period of January 1, 2025, through December 31, 2025.</p>	
FISCAL IMPACT	<p>The total amount is not to exceed \$100,000.00, and funding for this service is included in the 2025 Budget line item for the Employee Assistance Program, Account Unit No. 101002 and Account No. 66200.</p>	
RECOMMENDATION	<p>Approval of the resolution.</p>	
BACKGROUND	<p>The City offers an Employee Assistance Program (EAP) to City employees and their dependents. The contract for these services was awarded to SWEAP Connections as a result of RFQ #1745. Resolution 16,238 modified the renewal date of this contract from February 28th to January 1st. this represents year three (3) of a potential seven (7) year term in accordance with the renewal clause in the agreement.</p>	