

Management Committee

Meeting date: September 11, 2013

For the Metropolitan Council meeting of September 25, 2013

Subject: Extension of contract with DOR & Associates, Inc., Employee Assistance Program

District(s), Member(s): All

Policy/Legal Reference: Council Policy 10.1.3 Amendments to Non-Construction Contracts

Staff Prepared/Presented: Terri Bopp, 651-602-1370; Sandi Blaeser, 651-602-1582

Division/Department: RA c/o Wes Kooistra 651-602-1567

Proposed Action

That the Metropolitan Council authorizes the Regional Administrator to execute a 10 month extension (3/1/14 – 12/31/14) of the contract for Employee Assistance Program with DOR & Associates, Inc.

Background

In 2010, DOR & Associates, Inc. was selected to be the Council's Employee Assistance Program provider. The contract was for four years (2010, 2011, 2012, 2013) with an end date of February 28, 2014. We have been offered the current rate of \$1.25 per employee per month to continue through 2014.

Rational

Extending the contract with DOR & Associates, Inc. through 2014 will coincide with the requirement to bid the employee assistance program at the end of a five year contract. Council employees are familiar with DOR & Associates, Inc. and extending the contract will prevent disruption to services to employees.

Funding

Based on an estimated employee headcount of 4,080, the projected cost to the Council for the time period 3/1/14 through 12/31/14 is \$51,000.00.

Known Support / Opposition

None