

METROPOLITAN COUNCIL
Notice of Request for Proposals (RFP) for
Employee Assistance Program Services
Contract Number 25P012

The Metropolitan Council is soliciting proposals from qualified vendors to administer services for the Council's Employee Assistance Program (EAP). The provider shall be responsible for providing all employees of the Council and all members of the employee's household with a personal consultation and referral service with regard to all personal, social, or other human service issues except those of a medical nature. These services will be provided over a five-year period.

The anticipated schedule for this procurement is as follows:

RFP Issue Date	April 14, 2025
Pre-Proposal Meeting	April 21, 2025, at 9:00 AM CST
Questions Due	April 23, 2025, at 9:00 AM CST
Proposals Due	May 26, 2025, at 5:00 PM CST
Award	July 2025

For the purposes of this contract, there are no Disadvantaged Business Enterprise (DBE), or Metropolitan Council Underutilized Business (MCUB) goals set for this project. However, the Council strives to ensure equitable participation of minority, women and underutilized businesses in projects and procurements, and strongly encourages the inclusion of small businesses in this contract. DBE firms can be found in the [MNUCP DBE Directory](#). MCUB firms can be found in the [MCUB Directory](#).

[Click Here](#) to view and download the RFP documents (including Plan Holder Report and Addendums). Please input this QuestCDN eBidDoc™ Number **9646497** on the website's Project Search page. Contact QuestCDN at 952-233-1632 or info@questcdn.com for assistance in downloading and working with the digital documents.

Proposers are strongly encouraged to verify subcontractor's State and Federal debarment and suspension status at: <http://www.mmd.admin.state.mn.us/debarredreport.asp>.

A Pre-Proposal Meeting will be held via Webex on **Monday, April 21, 2025, at 9:00 AM CST**. The meeting may be joined by visiting [Webex.com](https://www.webex.com) or calling 1-855-282-6330 - Meeting Number (access code) 2492 587 1221, Password (69374796 from phones). **Proposers are strongly encouraged to attend.**

Questions concerning the content of the RFP documents may be directed to:

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