



Finance, Budget and Administration

Jim Martin

Council Initiated:

☐ Yes

☒ No

ECAF: 2025-1940

Motion: 25-313

Type:

☒ Contract

☐ Board Appt.

☐ Code Amendment

☐ Budget Action

☐ Other

Requested Handling:

☒ Normal

☐ Expedite

☐ Urgent

Fund Source:

☐ General Fund

☒ Other

☐ N/A

Executive Rec:

☒ Approve

☐ Do Not Approve

☐ N/A

Approved as to

Form:

☒ Yes

☐ No

☐ N/A

Subject:

Approving the agreement for professional services for the provision of an Employee Assistance Program with CuraLinc, LLC.

Scope:

As a result of RFP 24-039BC, CuraLinc, LLC was chosen as the vendor perform services related to the Employee Assistance Program. Scope of work includes on-going consultation for the County's EAP, to include the overall program design, implementation, and management. Compensation shall be based on a per covered employee per month rate of \$1.35, with a total not to exceed amount of \$175,000 for the duration of the contract. Contract begins August 1, 2025 and is through July 31, 2028, and may be extended or renewed for up to two additional 2-year terms at the sole discretion of the County.

Duration:

August 1, 2025 through July 31, 2028.

Fiscal Impact:

☐ Current Year

☒ Multi-Year

☐ N/A

Expenditures	Current Year	2026	2027	2028	2029	Total
508.5127304157	\$25,000	\$58,333	\$58,333	\$33,334		\$175,000
						0
Total's	\$25,000	\$58,333	\$58,333	\$33,334	0	\$175,000

Revenue	Current Year	2026	2027	2028	2029	Total
						0
						0
Total's	0	0	0	0	0	0

Authority Granted:

Authorizes the County Executive to sign the agreement.

Background:

Central Human Resources released RFP 24-039BC in October of 2024, and after reviewing all proposals, selected CuraLinc, LLC to provide Employee Assistance Program services.

Requested Action:

Move to GLS on July 16th for consideration.