



Administrative Services Committee Meeting

Meeting Date: March 11 ,2025

Recommendation of Award RFP 24-237 Wellness Center Services to CareATC

Department: Human Resources Department

Presenter: Anita Rookard

Caption: Motion to Approve Recommendation of Award for RFP 24-237 Wellness Center Services. After a thorough evaluation process, the evaluation committee recommends the following awards: **CareATC**. The award recommendation is for a 3-year contract with the option to extend for two (2) additional one (1) year terms.

Background: Current Wellness Center contracts expired on December 31, 2023. In anticipation of this expiration, Human Resources, in collaboration with the Procurement Department, has diligently undertaken the responsibility of ensuring a seamless transition for our organization and its employees.

To this end, a comprehensive Request for Proposal (RFP) has been submitted for the Wellness Center. This strategic initiative is aimed at not only maintaining but enhancing the level of support and service available to our valued employees.

The RFP process was meticulously designed to solicit proposals from qualified and reputable providers in the market. The evaluation criteria encompassed various parameters, including cost-effectiveness, wellness programs, providing opportunities for a healthier employee population, with total health management, the convenience of same day appointments, reduced travel time and reduced wait times. We are confident that this thorough approach will lead to the selection of providers who are best suited to meet the diverse needs of our workforce.

Analysis: RFP submittals were received and evaluated. For the Wellness Center, a total of five (5) vendor responded. CareATC was the vendor who received the highest score. The recommendation of award is to award RFP 24-237 to CareATC in their respective area.

The recommendations are based on a comprehensive analysis of the proposals received, taking into consideration factors such as cost, coverage, provider network, and overall suitability for our organization's needs. The provider has demonstrated the ability to deliver high-quality services in wellness that align with our organization's standards and requirements. The Human Resources Department entered into negotiations with CareATC and through the negotiations process reviewed several options. The recommendation of award is for the Requested Services us is the Physician Model 2 which will include a Primary Care Physician to be on staff.

Financial Impact: Total cost to include implementation cost is \$1,514,769.00. This is approximately 2 million down to 1.4 million will be a savings go the general fund.

Alternatives: To deny and be without Wellness Center

Recommendation: Recommend Approval.

Funds are available in the following accounts: 616051710

REVIEWED N/A
AND
APPROVED BY: