

Notice of Intent to Award Bid

DATE POSTED: March 23, 2023
FROM: Mandy C. Hall, Chief Financial Officer *mch*
SUBJECT: Employment Assistance Program Bid Results

Proposals for the Employment Assistance Program were received from three (3) companies by the proposal due date of March 16, 2023 at 4:00 pm in response to an RFP (Request for Proposals). The companies were:

1. Psychological Health Roanoke
2. Optima EAP
3. **Carilion Employee Assistance Program**

Following discussions with all proposers, the evaluation committee deemed the top ranked proposer to be Carilion and the bid will be awarded to the company with the contract to start on or around July 1, 2023.