

**GENERAL SERVICES ADMINISTRATION  
Federal Acquisition Service**

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

On-line access to contract ordering information, terms and conditions, and up-to-date pricing are available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: <http://www.gsaadvantage.gov>

\*\*\*\*Go to <http://www.fss.gsa.gov/schedules>. Find link to Customers Ordering From Schedules. Find link to Ordering procedures for services requiring a statement of work and Ordering procedures for services not requiring a statement of work. \*\*\*\*

**Schedule Title:** Human Resources and Equal Employment Opportunity (EEO) Services

**Schedule No.:** 738 Part X

**Product/Service Codes:** R499 541612

**Special Item Number: SIN 595-21G:** Employee Assistance

**FSC Class:** 874

**Contract number:** GS-02F-0108R

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>.

**Contract Period:** 03/24/2005 through 3/23/2010

**DUNS Number:** 127034635

**Contractor's name, address and phone number:**

**Employee Services, Inc.**  
**55 Chamberlain Street**  
**Wellsville NY 14895**  
**Phone:(585) 593-9870 or 800-534-4841 ext 116**  
**Fax: (585) 593-5719**

**Contact Person:** Lynda A. Opiela

**E-mail:** [lyndaopiela@theEAP.com](mailto:lyndaopiela@theEAP.com)

**Contractor's Internet address:** [www.theEAP.com](http://www.theEAP.com)

**Business size:** Small

## CUSTOMER INFORMATION: **Employee Services, Inc**

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. **See pricing tables listed at the end of price list**
2. Maximum order: **\$1,000,000**
3. Minimum order. **\$500.00**
4. Geographic coverage (delivery area). – **Domestic (The 48 contiguous states, Alaska, Hawaii, Puerto Rico and Washington, DC)**
5. Point(s) of production (city, county, and State or foreign country). **Contractor's facilities**
6. Discount from list prices or statement of net price. **Net Prices are included on this price list**
7. Quantity discounts. – **N/A**
8. Prompt payment terms. – **N/A – net 30 days**
- 9a. Government purchase cards are accepted up to the micro-purchase threshold of \$2,500.00. **Accepted**
- 9b. Government purchase cards are accepted or not accepted above the micro-purchase threshold of \$2,500.00. **Accepted**
10. Foreign items (list items by country of origin). **N/A**
- 11a. Time of delivery. (Contractor insert number of days.) **Will comply with the delivery schedule of the purchasing agency**
- 11b. Expedited Delivery: **Available**
- 11c. Urgent Requirements: **“Urgent Requirements” can contact Employee Services for faster delivery pursuant to Clause No. I-FSS-140B, Urgent Requirements.**
12. F.O.B. point(s): **Destination**
13. Ordering address(es): **Employee Services, Inc., 55 Chamberlain Street, Wellsville, NY 14895. PH: 800-535-4841 or (585) 593-9870, FAX: 585-593-5719 or e-mail at accountservices@theEAP.com**
14. Payment address(es): **Employee Services, Inc., 55 Chamberlain Street, Wellsville, NY 14895. PH: 800-535-4841 or (585) 593-9870, FAX: 585-593-5719**

15. Warranty provision: **The contractor warrants and implies that the services rendered under the contract are merchantable and fit for the particular purpose described in the contract.**
16. Data Universal Number System (DUNS) number: **127034635**
17. Notification regarding registration in Central Contractor Registration (CCR) database: **We are registered.**



## About Employee Services Inc. - Employee Assistance Group

ESI Employee Assistance Group – providing EAP benefits to federal agencies since 1983.

### About Us Brochures

[Employee Benefit Guide - PDF Printable Version](#) The Employee Benefit Guide is a summary of the benefits and services that your cost-free Employee Assistance Program offers to you and your covered family members.

[Employer Brochure - PDF Printable Version](#) ESI Employee Services delivers a premier level of EAP services to your employees and their covered family members as well as the employer; these benefits are outlined in the Employer Brochure.

ESI offers five distinct categories of EAP benefits designed to solve problems and improve quality of life both on and off the job. Our pricing is inclusive of all services, there are **no** extra charges for Work/Life benefits, promotional materials or Employee Orientation.

### Employee-focused benefits:

1. **Employee Assistance Counseling Benefits:** Our Employee Assistance Counseling Benefits offer your employees the help they need to resolve severe behavioral health issues, emotional problems and family crises, 24 hours a day, 7 days a week. Calls are answered by counselors who have a Masters or PhD degree and many years of clinical experience, providing immediate assistance to the employee. And if a referral is needed, we have a provider network of more than 25,000 counselors available nationwide.
2. **Work/Life Counseling Benefits:** Our Work/Life Counseling Benefits offer your employees expert resources to help address the challenges, concerns, and distractions of daily living. These benefits include help for personal, family, childcare, eldercare, financial and legal issues.
3. **Information Resource Benefits:** Our Information Resource Benefits provide self-help information and resources to assist your employees in resolving everyday issues and concerns. Sometimes your employees don't want or need the in-depth help that our counselors can provide and would prefer to find answers themselves.
4. **Lifestyle Benefits:** Our Lifestyle Benefits include a menu of proprietary value-added services to enhance our Members' quality of life. By harnessing the aggregate power of hundreds of thousands of Members, we are able to negotiate special rates and discounts for our Members and their families to help them access specialized programs and services.
5. **Career Development & Training Benefits:** The Career Development Program is designed to help employees balance their work, life, and career objectives. Offering tutorials, exercises, and worksheets, the program helps employees assess their skills, opportunities, objectives, and goals.

### Employer-focused benefits:

Employer focused solutions will help you to improve productivity, deal with important compliance issues, and team with the EAP to achieve corrective action when necessary.

- **HR Consultation**
- **Administrative Referral Program**
- **Trauma Response Service**
- **Management Training and Supervisor Development**
- **Online Training**
- **Drug Free Workplace and DOT Compliance**

## **Employee education and orientation:**

ESI provides comprehensive employee orientations via web conference meetings, online orientation videos for both employees and supervisors, and group meetings. Employee orientations cover the following information:

- A detailed description of the Employee Assistance Program benefit and services available through the program.
- Description of the major EAP component service areas: Personal and Family Counseling, Financial, Legal and Work/Life, Career Development, Information Resources and Lifestyle Benefits.
- How to use the program; hours of operation; 24-hour availability.
- Confidentiality: fully compliant with HIPAA regulations.

## **Program promotions**

ESI provides the promotional materials necessary to maintain a visible and effective program at no additional charge. Materials consist of a benefits summary brochure, telephone stickers and posters to be displayed in employee high traffic areas. Periodic awareness brochures, copy to promote the EAP in employee communications and 12 monthly EAP newsletters are provided each year for distribution to employees and family members.

## **Online EAP access**

Online access to ESI services is available through our website [www.theEAP.com](http://www.theEAP.com).

## **Our Quality Assurance Program**

Quality Service, first and foremost delivering a premier level of service to both our Members and our employer clients is our primary objective. To address that objective, we have developed the most rigorous quality assurance program of any EAP. The program includes concurrent review by a Clinical Director for all severe cases, a 24-hour problem resolution process and comprehensive Member satisfaction surveys. Our quality assurance program is a key reason why ESI maintains a Member satisfaction rate of nearly 99% and a client retention rate that exceeds 97%.

**Our Benefit Plans:** We offer either the **Standard** or **Premium Benefit Plan** in either a **3** or **6** session model.

**STANDARD Plan offers the following Employee Benefits:**

- Unrestricted telephonic counseling 24/7
- ESI offers either a 3 or 6 counseling session plan
- Work/life Benefits – including debt, legal & financial counseling
- Information Resource benefits
- Dependant Care Services
- Lifestyle Benefits
- Career Planning and Online Training
- Coverage for immediate family at no additional cost
- Promotional materials, newsletters

**PREMIUM Plan offers the following Employee Benefits:**

- Unrestricted telephonic counseling 24/7
- ESI offers either a 3 or 6 counseling session plan
- Work/life Benefits – including debt, legal & financial counseling
- Premium Information Resource benefits
- Premium Dependent Care services
- Lifestyle Benefits
- Premium Career Planning and Online Training
- Coverage for immediate family at no additional cost
- Promotional materials, newsletters

**Employer Benefits for both the Premium and Standard Plan:**

- One (1) on-site Trauma Response per year per 2,000 employees covered at no additional cost
- Additional On-Site Trauma Responses available at \$495 per day
- Unlimited Administrative (Mandatory) Referrals
- Unlimited HR consultations
- Online Supervisor Trainings
- All web services for employee and employer

**Our pricing is inclusive of all services, there are no extra charges for Work/Life benefits, promotional materials or Employee Orientation.**

## STANDARD PLAN – 3 Session Plan

### Price per Employee/Year

# of Employees Covered	3/23/05 - 3/22/06	3/23/06 - 3/22/07	3/23/07 - 3/22/08	3/23/08 – 3/22/09	3/23/09 – 3/22/10
1-500	\$22.50	\$22.50	\$23.38	\$24.29	\$25.24
501-1000	\$22.25	\$22.25	\$23.12	\$24.02	\$24.96
1001-2500	\$19.05	\$19.05	\$19.79	\$20.56	\$21.37
2501-5000	\$16.10	\$16.10	\$16.73	\$17.38	\$18.06
5001-10,000	\$15.90	\$15.90	\$16.52	\$17.16	\$17.83
10,001-20,000	\$15.75	\$15.75	\$16.36	\$17.00	\$17.67
20,001-40,000	\$15.50	\$15.50	\$16.10	\$16.73	\$17.39
40,000 +	\$15.25	\$15.25	\$15.84	\$16.46	\$17.10

## STANDARD PLAN – 6 Session Plan

### Price per Employee/Year

# of Employees Covered	3/23/05 - 3/22/06	3/23/06 - 3/22/07	3/23/07 - 3/22/08	3/23/08 3/23/09	3/23/09 - 3/22/10
1-500	\$26.00	\$26.00	\$27.01	\$28.07	\$29.16
501-1000	\$25.50	\$25.50	\$26.49	\$27.53	\$28.60
1001-2500	\$21.00	\$21.00	\$21.82	\$22.67	\$23.55
2501-5000	\$17.20	\$17.20	\$17.87	\$18.57	\$19.29
5001-10,000	\$17.00	\$17.00	\$17.66	\$18.35	\$19.07
10,001-20,000	\$16.80	\$16.80	\$17.46	\$18.14	\$18.84
20,001-40,000	\$16.55	\$16.55	\$17.20	\$17.87	\$18.56
40,000+	\$16.30	\$16.30	\$16.94	\$17.60	\$18.28

- Above pricing includes **one (1)** Trauma Response per 2,000 employees covered

**On-site Training** - \$495 per day

**Additional On-site Trauma Response**- \$495 per day

**Prices Shown Herein Are Net (discount deducted)**

## PREMIUM PLAN – 3 Session Plan

### Price per Employee/Year

# of Employees Covered	3/23/05 - 3/22/06	3/23/06 - 3/22/07	3/23/07 - 3/22/08	3/23/08 – 3/22/09	3/23/09 – 3/22/10
1-500	\$24.86	\$24.86	\$27.47	\$30.36	\$33.55
501-1000	\$24.59	\$24.59	\$27.17	\$30.02	\$33.17
1001-2500	\$21.05	\$21.05	\$23.26	\$25.70	\$28.40
2501-5000	\$17.79	\$17.79	\$19.66	\$21.72	\$24.00
5001-10,000	\$17.57	\$17.57	\$19.41	\$21.45	\$23.71
10,001-20,000	\$17.40	\$17.40	\$19.23	\$21.25	\$23.48
20,001-40,000	\$17.13	\$17.13	\$18.93	\$20.91	\$23.11
40,000 +	\$16.85	\$16.85	\$18.62	\$20.58	\$22.74

## PREMIUM PLAN – 6 Session Plan

### Price per Employee/Year

# of Employees Covered	3/23/05 - 3/22/06	3/23/06 - 3/22/07	3/23/07 - 3/22/08	3/23/08 3/23/09	3/23/09 - 3/22/10
1-500	\$28.73	\$28.73	\$31.75	\$35.08	\$38.76
501-1000	\$28.18	\$28.18	\$31.14	\$34.41	\$38.02
1001-2500	\$23.21	\$23.21	\$25.65	\$28.34	\$31.32
2501-5000	\$19.01	\$19.01	\$21.01	\$23.21	\$25.65
5001-10,000	\$18.79	\$18.79	\$20.76	\$22.94	\$25.35
10,001-20,000	\$18.56	\$18.56	\$20.51	\$22.66	\$25.04
20,001-40,000	\$18.29	\$18.29	\$20.21	\$22.33	\$24.68
40,000+	\$18.01	\$18.01	\$19.90	\$21.99	\$24.30

- Above pricing includes **one (1)** Trauma Response per 2,000 employees covered

**On-site Training** - \$495 per day

**Additional On-site Trauma Response**- \$495 per day

**Prices Shown Herein Are Net (discount deducted)**