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Contract Number: GS-02F-0184R

Effective: July 11, 2005

Awarded under Solicitation

Number: 2FYP-DR-99-0001-N

**Federal Supply Schedule FSC 874, Human
Resources and EEO Services Development,**

Special Item Number: 595-21G

Employee Assistance

EMPLOYEE ASSISTANCE SERVICES

INFORMATION & PRICE LIST

Prices Shown Herein are Net (discount deducted)

Prepared By:

Nancy Hazelton, LCSW

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**History
Values
Reliability**



History

We are a team of Employee Assistance Professionals, trained and dedicated to help create a positive workplace environment that advances employee commitment and life affirming potential.

We encourage commitment and dedication to the quality of each agency, the services it provides and to the quality of life.

EAP counselors have helped individual employees and work groups overcome a wide-range of life/work related issues that may adversely effect performance and quality of life.

We have worked for over 16 years with private and public business to customize Employee Assistance Services to meet and enhance the body, mind and spirit of the organization. We recognize that New Bridge is a consultant at each agency and that our success depends on the integration achieved into the life of the organization. One of the cornerstones of New Bridge EAS is our effort to view each client as a "person in situation."

We have witnessed and received positive feedback for the fruition of our individual and group consultations. We assist people in managing life transitions, family matters, depression, anxiety, financial, chemical dependence, career issues, perform critical incident stress debriefings (CISD), identify strengths and attain goals.

Values

“Leaders can express the values that hold the society together. Most important, they can conceive and articulate goals that lift people out of their petty preoccupations, carry them above the conflicts that tear a society apart, and unite them in the pursuit of objectives worthy of their best efforts.” **John W. Gardner**

We offer empathic, compassionate, supportive and constructive client-centered approach in counseling individuals and groups.

Reliability

24/7 Telephone and Internet availability. We offer to coordinate language translation services.

Companies that have relied on New Bridge services are:

- Northeast Regional Social Security Administration
- The Town of Oyster Bay
- Magellan Behavioral Health
- American Substance Abuse Professionals
- Various Insurance & EAP Organizations

New Bridge EAS
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Convenient Access

- Unlimited 24/7 telephone and Internet access.
- On-site and off-site face-to-face appointment availability.
- Emergency services are available the same day.
- Urgent care is available within 24 hours.
- Initial contact in non-urgent situation is available within 3 business days.

Provider Services Network Expands to Meet the Needs of Our Clients

- Urban area providers are located within a 10-mile radius of client.
- Suburban area providers are located within a 15-mile radius of client.
- Rural area providers are within a 30-mile radius of client.

Our Service Provider's Qualifications

- Minimum of a Master's degree in human services.
- Counselors are Licensed or Certified in the area of practice.
- Three or more years of full-time EAP and specialty counseling experience.
- Employee assistance counselors are members of Employee Assistance Professional Association.
- Proficient in crisis and chemical dependency counseling and training.
- Qualified experts present quarterly employee workshop presentations.

New Bridge Employee Assistance Services Receive High Scores in Customer Satisfaction

- Call time is quick and efficient. Clients appreciate the unlimited call access.
- Orientation of services educates our caller and face-to-face clients about their rights to confidentiality and ability to consent for coordination of multi-disciplinary services, as needed.
- Clients report a greater ability to concentrate on personal and job related matters with EA services.
- Management and employees report improved productivity and relationships at work and personal lives.
- Training and information seminars provide organizational and personal growth opportunities.
- Organizations report less leave and sick time utilization with our services.
- Clients have reported that they will use our services again 99% of the time.



Service Plans and Consultations

Bridging Work & Life

Overview

All of our services are delivered in a manner designed to maximize comfort, speed and effectiveness for the client. Professional employee assistance counseling is delivered in four tiers: (1) assessment, (2) case management, (3) services; referrals as needed, and (4) follow-up with feedback / utilization review.

EAP counselors are available twenty-four hours per day / seven days per week (24/7). The employee assistance counselor is available to perform quick assessments, address emergency situations, and to set up appointments. Service requests are available directly over the phone, or by Service Request forms available in the Employee and Supervisor login areas on the Internet.

Consultation

Consultations are available for seminars, workshops, program development, and critical incident stress debriefing (CISD) on a fee for service basis.

Basic Telephone & Internet

Basic Telephone & Internet EAP services are delivered to employees, supervisors and management.

All employees and supervisors receive orientation, educational materials and a quarterly online and or printed newsletter, printed orientation brochures and wallet cards, telephone and Internet assessment and referral services.

Brief Assessment & Referral

Brief Assessment & Referral EAP services offers off-site one to two hours for assessment and referrals. At times it may be necessary to extend assessment. We provide a third session on a case-by-case basis. Critical incident counseling is available as well as seminars as requested.

Employees, supervisory and management receive orientation, educational materials and a quarterly newsletter online, printed brochures and wallet cards, short-term counseling and referral services.

Comprehensive EAP Program

Comprehensive EAP services offer 1-3 session(s) assessment and short-term counseling for employees, management and their family members. Additional sessions are based on the Employer and EAP agreement. Counseling services are available at the worksite and at our offices. Unlimited management supervisory services are available to address EAP supervisory mandatory and voluntary referrals.

Services address employee performance, worksite environment, critical incident counseling, sexual harassment education, alcohol/drug education including DOT regulatory services, fitness for duty, coping with rapidly changing times, optimizing time and skills, navigating retirement, financial and legal issues, childcare and elder care concerns.

We provide employees, supervisors and managers with EAP orientation, educational materials, a quarterly newsletter online and/or printed copy, along with printed brochures and wallet cards, quarterly presentations - at the convenience of the employer and employees, and short-term counseling and referral services.



Price Quotations for: Contract Number: GS-02F-0184R

Bridging Work & Life

Featured Services	Type of Employee Assistance Service Plans		
	Telephone & On-line EAP	Brief Assessment & Referral EAP	Comprehensive Assessment, Referral & Brief Counseling EAP
Unlimited 24/7 telephone assessment and counseling	√	√	√
Promotional literature, newsletter and cards.	√	√	√
Off-site 1-2 hours for assessment and referrals. Third session on a case-by-case basis		√	√
Off-site and on-site 1-3 session(s), assessment and short-term counseling for employees, management and their family members. Additional sessions are based on the Employer and EAP agreement.			√
Verified referrals to community and private insurance providers	√	√	√
EAP – Work/Life Services: Unlimited supervisory consults, management performance referrals, DOT & Drug/Alcohol regulatory consultation / DWI and positive drug screen cases receive SAP assessment and monitoring for return to work, and CISD counseling. Resources and referrals are available for health, personal relationship concerns (i.e., elder and care-giving issues), education, legal & financial consultations.	√	√	√
Internet emergency information, supervisor and employee education and assessment tools.	√	√	√
Internet EAP orientation & training	√	√	√
On-site and Internet EAP orientation & training		√	√
On-site critical incident stress debriefing (CISD)		√	√
Seminars and Workshops (see our WEB site)		√	√
Seminar, Workshop and CISD Consultations	Fee for service \$160/hr.		
Utilization & Quality Control Reports	√	√	√
Price Quotation based on 20-4,999 Employees Per Employee/Per Month (PEPM)	\$1.70	\$1.94	\$2.20
Price Quotation based on 5000-9999 Employees PEPM	\$1.45	\$1.50	\$1.95
Price Quotation based on 10000-14999 Employees PEPM	\$1.30	\$1.40	\$1.75
Price Quotation based on 15000-49999 Employees PEPM	\$.99	\$1.15	\$1.35
Price Quotation based on 50000-99000 Employees PEPM	\$.90	\$1.10	\$1.15
New Bridge Employee Assistance Services accepts to absorb the mandatory industrial funding fee (IFF) .0075% without affecting the prices and discounts offered to the government. It is understood that the IFF is a mandatory .0075% to be remitted to GSA based on the total quarterly sales reported on 72A cards.			
Additional Work/Life Services Negotiable upon request	Additional charges PEPM based on service(s) requested.		
Rates are guaranteed for 5 years from the date of this Contract			

Federal Supply Schedule Price List

GENERAL SERVICES ADMINISTRATION

Federal Supply Service

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address GSA Advantage! is:
GSA Advantage.gov

Schedule Title: HUMAN RESOURCES & EEO SERVICES

FSC Group, Part, and Section or Standard Industrial Group (as applicable):MAS 738-X.

FSC Class(es)/Product code(s) and /or Service Codes (as Applicable):N/A

Contract number: GS-02F-0184R

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

Contract period: 07/11/05 through 07/10/10

Contractor's name, address, and phone number (include toll-free WATS number and FAX number, if applicable):

New Bridge Employee Assistance Services

3601 Hempstead Turnpike, Suite LL-M4, Levittown, NY 11756

516-713-1952 or 516-698-5639

Toll Free No.: 1-800-452-4718

Fax No.: 516-799-9655

Contractor's Internet address/web site where schedule information can be found (as applicable). Contract administration source (if different from preceding entry):

Email Address: newbridge@eaplife.net

Web Site Address: <http://www.eaplife.net/>

Business size: Small

2) Maximum Order: \$1,000,000

3) Minimum Order: \$100

4) Geographic Coverage: National including contiguous states, The District of Columbia, Alaska, Hawaii and Puerto Rico.

5) Points of production (City, County, and State or Foreign Country): N/A

6) Discount from prices: Awarded prices annotated on New Bridge Employee Assistance Services Catalog/Pricelist Effective July 11, 2005.

7) Quantity discounts: N/A

- 8) Prompt payment terms: Net 30 Days
- 9a) Notification that Government purchase cards are accepted below the micro-purchase threshold: Accepted
- 9b) Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Accepted
- 10) Foreign items: N/A
- 11a) Time of delivery - 1 to 15 days: Will adhere to schedule as specified by the agencies purchase order.
- 11b) Expedited Delivery: Items available for expedited delivery are noted in the price list.
- 11c) Overnight and 2 day delivery: Overnight and 2-day delivery is available. Customer may contact New Bridge Employee Assistance Services for rates for overnight and 2-day delivery.
- 11d) Urgent Requirements: Urgent requirements are listed in our price list and agencies may contact New Bridge Employee Assistance Services directly to effect faster delivery.
- 12) F.O.B. points: New Bridge Employee Assistance Services, 3601 Hempstead Turnpike, Suite LL-M4, Levittown, NY 11756, 1-800-452-4718, Fax (516) 799-9655, E-mail: newbridge@eaplife.net and Web Site Contact Form: <http://eaplife.net/contact.html>.
- 13) Ordering Addresses: New Bridge Employee Assistance Services, 3601 Hempstead Turnpike, Suite LL-M4, Levittown, NY 11756, 1-800-452-4718, Fax (516) 799-9655, E-mail: newbridge@eaplife.net and Web Site Contact Form: <http://eaplife.net/contact.html>.
- 14) Payment Address: New Bridge Employee Assistance Services, 3601 Hempstead Turnpike, Suite LL-M4, Levittown, NY 11756.
- 15) Warranty Provision: N/A
- 16) Export Packing Charges: N/A
- 17) Terms and condition of Government purchase card acceptance: Government purchase card acceptance any level above the micro-purchase level.
- 18) Terms and conditions of installation: N/A
- 19) Terms and conditions of rental, maint, and repair: N/A
- 20) Terms and conditions for any other services: to be negotiated.
- 21) List of service and distribution points: N/A
- 22) List of Participating dealers N/A
- 23) Preventive Maintenance N/A
- 25) Environmental attributes e.g. recycled contents, energy efficiency, and for reduced pollutants applicable regarding paper products' distribution as described in price list.
- 26) Data Universal Number System (DUNS) number: 14-807-7600
- 27) Notification regarding registration in Central Contractor Registration (CCR) database: Registered