



**State of Delaware
Executive Department
Office of Management and Budget**

February 9, 2015

*** via email***

Mr. Norbert J. Alicea, President
Health Advocate

Re: Request for Proposal for the Employee Assistance Program

Dear Mr. Alicea:

Based on the recommendation of the Proposal Review Committee on January 15, 2015, the State Employee Benefits Committee voted in favor of awarding the contract for the Employee Assistance Program to Health Advocate effective July 1, 2015, for an initial term of three years with two one-year renewal options and pursuant to the terms listed in the Request for Proposal. Health Advocate met the following requirements:

- Demonstrated the ability to continue to provide excellent administrative services, account management and customer service;
- Under the current contract, HMS/Health Advocate has made significant progress in outreach and communication with State employees on the services and value of the EAP benefit;
- A strong network that is aligned with the State's current medical plan administrator's network and positive feedback by participants; and
- A savings over the current contract and a rate guarantee for five years along with the addition of eligible participants of parents and parents-in-law at no additional cost.

We will begin working promptly with your team on the implementation of the terms in the RFP and the draft of the new contract.

Please allow me to extend congratulations to the Health Advocate team!

Respectfully,

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Brenda Lakeman, Director
Human Resources and Benefits Administration

cc: Julia DePace, Proposal Manager
Judith Grant, VP and Account Manager
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