

Amendment 0001
Solicitation Number N00014-11-Q-0004
Civilian Employee Assistance Program (CEAP)

The purpose of Amendment 0001 is to provide answers to following questions:

1. Question: What is the total employee count for ONR and the five University Business Affairs Region Offices who would be eligible for EAP?

Answer: Approximately 445 personnel

2. Question: Where are the Regional Offices located?

Answer: Atlanta, Boston, Chicago, San Diego, and Seattle

3. Question: If you have a current EAP, what is the utilization rate and how is it computed?

Answer: Utilization rate for all services under this program is not known.

4. Question: Is the health insurance provided to the civilians a self insured, fully insured or experienced rated plan?

Answer: Information on the Federal Employees Health Benefits Program can be found at <http://www.opm.gov/insure/health/>. However, it should be noted that counseling provided under this effort will be free to the employee and/or family member unless a referral is needed. Employees will pay for any costs incurred from CEAP referral appointments.

5. Question: Who is the current contractor?

Answer: Behavioral Factors, Inc

6. Question: What is the current contract price per year?

Answer: \$10,500 annually

7. Question: How many years have you been covered by the current contract price?

Answer: This annual rate has been effective since June 2007.

8. Question: How many visits are permitted under the current EAP? Number of visits per employee? Per family member? Per problem?

Answer: The number of visits is unlimited for the employee. However, a referral at some point may be required that would transfer counseling for a specific problem to a specialist

provided under the employee's health insurance plan. For the family, it is unlimited to the extent feasible.

9. Question: Will the EAP contractor have a permanent on-site office at your facility, or will the services be performed off-site and in private counseling offices? Or is the vendor expected to provide both?

Answer: Vendor will be expected to provide its own facility that is accessible by Metrorail and historically space has been provided at the Pentagon for use in counseling sessions. However whether continued use of this space at the Pentagon is possible is not known. Space for counseling sessions will not be provided at ONR's facilities.

10. Question: How many total counseling sessions, critical incident stress debriefing hours, and training hours were provided in the last two years?

Answer: Two counseling sessions as well as 4 hrs of stress related training and 57 hours of other training.

11. Question: How many employees have used the services in the last two years?

Answer: We do not have that information for all types of services. Over the past two year approximately 70 personnel have received Suicide Training and approximately 40 personnel have received Retirement Training.

12. Question: How many training sessions and workplace seminars were provided in the past two years?

Answer: Approximately 15 annually.

13. Question: How many of the potential workshops will take place in each place?

Answer: All workshops are expected to be held either at ONR in Arlington, VA or at the contractor's facility.