

Invoice



**Employee Assistance  
Wellness Programs  
Management Training**

CITY OF SARATOGA SPRINGS  
PERSONNEL OFFICE

NOV 25 2014

CONFIDENTIAL

Invoice No.: 25068

Invoice Date: Dec 1, 2014

Contract Period: 1/1/15-12/31/15

Phone: 585-593-9870

Fax: 585-593-5719

**Due Date: Jan 1, 2015**

Customer ID#: 2541

**Sold To:**

City of Saratoga Springs  
City Hall - 475 Broadway  
Saratoga Springs, NY 12866

Attention: Dennis Langley

*Employee Assistance Program*

Description	Total Price
EAP Services from 1/1/15-12/31/15	4,418.82
Late Fee: 1.5% (18% annually) on unpaid invoices after 30 days.	

Make checks payable and send to:  
ESI  
55 Chamberlain St.  
Wellsville, NY 14895

**TOTAL INVOICE**

**4,418.82**



Page 1 of 1

CONFIDENTIAL

TO: DIRECTOR, FBI

FROM: SAC, [illegible]

SUBJECT: [illegible]

DATE: [illegible]

RE: [illegible]

1. [illegible]

2. [illegible]

3. [illegible]

4. [illegible]

5. [illegible]

6. [illegible]

7. [illegible]

8. [illegible]

9. [illegible]

CONFIDENTIAL

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PERSONNEL OFFICE  
CITY OF SAVANNAH, GEORGIA

Invoice



Employee Assistance  
Wellness Programs  
Management Training

Invoice No.: 25069  
Invoice Date: Dec 1, 2014  
Contract Period: 1/1/15-12/31/15  
Due Date: Jan 1, 2015

Phone: 585-593-9870

Fax: 585-593-5719

Customer ID#: 2551

**Sold To:**

City of Saratoga Springs Public Safety  
City Hall-475 Broadway  
Saratoga Springs, NY 12866

Attention: Dennis Langley

*Employee Assistance Program*

Description	Total Price
EAP Services from 1/1/15-12/31/15	3,409.02
Late Fee: 1.5% (18% annually) on unpaid invoices after 30 days.	

Make checks payable and send to:  
ESI  
55 Chamberlain St.  
Wellsville, NY 14895

**TOTAL INVOICE**

**3,409.02**





Employee Assistance  
Wellness Programs  
Management Training

## Employee Assistance Program – RENEWAL AGREEMENT

City of Saratoga Springs agrees to contract with the ESI Employee Assistance Group for EAP Services for the period of **January 1, 2015 through December 31, 2015.**

### I. Fees and Payment:

- A. The annual fee for the employee assistance program is **\$23.38** per employee.
- B. The total number of employees covered under this Agreement is **189**.
- C. Employer agrees to pay ESI the sum of **\$4,418.82** per agreement year.
- D. The annual fee also includes all immediate family members residing in the same household and dependent children up to age 26.
- E. Payment of the **Annual** premium is due upon receipt of the invoice.
- F. If the number of covered employees increases or decreases more than 5%, the total agreement value will be revised to reflect the changes.
- G. DOT required Substance Abuse Evaluations - **\$850.00** each

### II. The EAP will provide:

#### *Employee Benefits*

- Unlimited telephonic counseling, 24/7
- Up to 3 face-to-face counseling sessions per issue, with access to local staff counselors and the ESI national 25,000-provider network.
- Work/life benefits-including debt, legal, financial, elder & child care counseling
- Information Resource benefits
- Lifestyle benefits designed to improve members' health, financial security and overall well-being
- GCN Compliance Training: No
- Lynch Ryan Worker's Compensation: No

#### *Employer Services*

- Unlimited on-site trauma response(s) @ no charge per year
- Unlimited Administrative (mandatory) Referrals
- Unlimited HR consultations with certified SPHR's
- Unlimited online Supervisor compliance training & Orientation videos
- Statistical Reports, Newsletters and EAP Awareness Materials
- All web services for employee and employer

*\*No other services are expressed or implied under the terms and conditions of this agreement.*

ESI Employee Assistance Group

Diane Dunbar, Chief Client Service Officer

11-20-14

Date

City of Saratoga Springs

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date







Employee Assistance  
Wellness Programs  
Management Training

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Employee Assistance  
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## Employee Assistance Program – RENEWAL AGREEMENT

City of Saratoga Springs Public Safety agrees to contract with the ESI Employee Assistance Group for EAP Services for the period of January 1, 2015 through December 31, 2015.

### I. Fees and Payment:

- A. The annual fee for the employee assistance program is **\$28.89** per employee.
- B. The total number of employees covered under this Agreement is **118**.
- C. Employer agrees to pay ESI the sum of **\$3,409.02** per agreement year.
- D. The annual fee also includes all immediate family members residing in the same household and dependent children up to age 26.
- E. Payment of the **Annual** premium is due upon receipt of the invoice.
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11-20-14  
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Date

City of Saratoga Springs Public Safety

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Date

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