



AGENDA STAFF REPORT

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Agenda Number: L
File ID: 0001.3, 0085.042

Section Name: CONSENT CALENDAR
Project ID:

MEETING DATE: January 28, 2025

SUBJECT: Approve and authorize the General Manager to execute a Professional Services Agreement with Ramp Health, LLC for Onsite Wellness Coaching and Nutrition Counseling Services in the amount of \$129,996 to provide onsite wellness coaching services and virtual nutrition counseling to CVWD employees
BOARD OF DIRECTORS

TO:

FROM: HUMAN RESOURCES, SCOTT HUNTER

**GENERAL MANAGER
RECOMMENDATION:**

RECOMMENDATION:

It is recommended that the Board of Directors authorize the General Manager to execute a Professional Services Agreement (PSA) with Ramp Health, LLC in the amount of \$129,996 to provide onsite wellness coaching services and virtual nutrition counseling to CVWD employees for a period of two years. The PSA will also include an option to renew the agreement for three additional one-year terms at CVWD's discretion.

CVWD has provided its employees with onsite wellness coaching services as part of its Wellness program for many years. These discreet and convenient onsite services provide employees with the opportunity to discuss their health concerns with qualified professionals with advanced degrees or certifications, including National Board-Certified Health and Wellness Coach (NBC-HWS), Certified Health Education Specialist (CHES), and Master Certified Health Education Specialist (MCHES). Additionally, all coaches are certified in Mental Health and undergo continuous in-house training and development on evidence-based behavior change methodologies, HIPAA compliance, and emergency protocols. Ramp Health's services will also include Registered Dietitians (RDs) that hold a bachelor's or master's degree in nutrition or Dietetics (ACEND) and experience in personalized nutrition counseling, chronic disease management, and weight management.

CVWD's Wellness Committee recommends engaging Ramp Health for two years to continue providing onsite wellness coaching and dietitian services, including options for three one-year contract extensions. These onsite services help improve the wellness of CVWD's employees and mitigate potential health risks.

BUDGET IMPACT:

The total cost of the contract for a two-year period is \$129,996. This cost has already been budgeted in the FY 2024-2025 Operating Budget. In addition, a portion of the costs will be offset by Wellness funds provided directly from insurance carrier Aetna.

PROCUREMENT METHOD:

☒ Formal Bid/RFP

If other, please explain: .

BACKGROUND

Patient Advantage, LLC has provided Onsite Wellness Coaching to the District since 2019. The service agreement with Patient Advantage expired in December 2024 without any extensions available. Per CVWD's Procurement Policy, a Request for Proposals (RFP) #2024-46 for the solicitation of Onsite Wellness and Healthy Lifestyle Coaching was issued through PlanetBids.com. A copy of the RFP is attached.

CVWD received four proposals in response, one of which was deemed as non-responsive for not having the required number of years' experience. The three responsive proposals were submitted by Elevation Health, Patient Advantage, and Ramp Health. The proposals were scored by four evaluators comprised of the Wellness Committee and HR Staff members, that would interact with the selected firm in some capacity. After scoring each of the firms and conducting interviews, Ramp Health was ranked as the first and preferred selection by the evaluation committee.

PRIOR BOARD ACTION:

The Board previously approved Onsite Wellness Coaching to Patient Advantage, LLC on December 10, 2019.

DISTRICT STRATEGIC PLAN GOAL(S)/OBJECTIVES(S):

N/A

ENVIRONMENTAL IMPACT:

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This is not a project as defined by CEQA; therefore, approval does not require any CEQA action.

PUBLIC NOTICE REQUIRED

N/A

LEGAL REVIEW

N/A

ATTACHMENTS

Att 1 – RFP No. 2024-46 Onsite Wellness and Healthy Lifestyle Coaching Services

Att 2 – PSA draft

Att 3 – Final Consolidated Score Sheet

Att 4 – Register of Proposals