

# Officer Decisions

## HR Business Partner - Kim Traynor

### Summary of Matter or Issue Requiring Decision

Decision to award the contract for CP1808-19 –Employee Assistance Programme (EAP), following an open tender process under the Light Touch Regime.

### Decision Taken

To award a contract to the below organisation for the provision of the above contract. The contract will commence on 1st April 2020 – 31st March 2023 (36 Months) with an option to extend for a further 12 months until 31st March 2024  
Sodexo Motivation Solutions UK Ltd

### Summary of Reason(s) for Decision Taken

### Summary of Alternatives or Options considered and rejected

A competitive process was undertaken from which 5 compliant bids were received these were considered as part of the formal evaluation process.

### Details of any conflict of interest and dispensation granted to the Officer taking the decision or by any Member of the Council in delegating responsibility for any specific express delegation

There are no conflicts of interest in regard to this award

### Contact for enquiries/further information

Paul Kirby - Position: Procurement & Contracts Officer Email: paul.kirby@devon.gov.uk Tel: 01392 383000

### Decision Date

25 February 2020

A copy of this decision and any supporting documentation considered by the Officer taking this decision may also be made available or inspection by the public at the Council's Offices or posted upon payment of any copying and postage charges. Any member of the public wishing to take up either of these options is asked to please ring 01392 382888 or email: members.services@devon.gov.uk