



*“Building a
Foundation for
Lifelong
Learning”*

CECIL COUNTY PUBLIC SCHOOLS DEPARTMENT OF BUSINESS SERVICES

GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER
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Jeffrey A. Lawson, Ed.D.
Superintendent of Schools

Dawn K. Branch
President, Board of Education

NOTICE TO PROPOSERS

CCPS RFP #19-08: Employee Assistance Program Due Tuesday, November 6, 2018, 5:00 PM (ET), Local Time

Willis Towers Watson, acting on behalf of its client, Cecil County Public Schools (CCPS), is requesting proposals for an Employee Assistance Program to be effective July 1, 2019.

This Request for Proposal (RFP) is for the procurement of an Employee Assistance Program. Only organizations that provide Employee Assistance Program coverage, are financially sound, and provide the last three (3) years of audited financial statements will be considered.

All information contained in the RFP must be considered proprietary and under no circumstances should be released to any other source without the prior written consent of Willis Towers Watson.

CCPS is a leading Maryland K-12 school system with approximately 2,700 employees. CCPS headquarters is located in Elkton, MD.

The Cecil County Public School System does not discriminate in admissions, access, treatment, or employment in its programs and activities on the basis of race, color, gender, national origin, religion or disability.

Proposals must conform to the conditions set forth in the RFP document. The deadline for receiving proposals is **Tuesday, November 6, 2018, 5:00 PM (ET)**, local time. Please note, no deadline extensions will be granted.

Please contact the following Willis Towers Watson team member for the RFP document and for additional information and any questions concerning the RFP. Brokers, consultants, and other third parties are ineligible from receiving an RFP Questionnaire. **All questions must be received in writing electronically by Thursday, November 1, 2018. If you choose not to submit a proposal, we ask that you submit a letter of declination by Thursday, November 1, 2018.**

Michele Mapstone
Willis Towers Watson
Employee Benefits
Michele.Mapstone@willistowerswatson.com

Please note that contact should not be made directly with Cecil County Public Schools.
All correspondence/contacts are to be made with the Willis Towers Watson associate listed above.