

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

June 25, 2024

**FROM**

**SHARON NEVINS, Director, Department of Aging and Adult Services**

**SUBJECT**

Amendment to Contracts for Title III C Older Californians Nutrition Program Services

**RECOMMENDATION(S)**

1. Approve **Amendment No. 5 to Contract No. 22-662** with Barstow Senior Citizens Center for Title III C Older Californians Nutrition Program services, increasing the contract amount by \$1,500,000 from \$5,498,000 to a total contract amount of \$6,998,000, with no change to the current contract period of July 1, 2022 through June 30, 2025.
2. Approve **Amendment No. 2 to Contract No. 22-668** with Family Service Association for Title III C Older Californians Nutrition Program services, adding a congregate meal site to Joslyn Senior Center in Redlands, updating program outcomes, and increasing the contract amount by \$4,000,000 from \$14,410,000 to a total contract amount of \$18,410,000, with no change to the current contract period of July 1, 2022 through June 30, 2025.

(Presenter: Sharon Nevins, Director, 891-3917)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

This item does not require additional Discretionary General Funding (Net County Cost). The increase of \$5,500,000 for these amendments is 100% Federal and State funding by the Older Americans Act (OAA). Adequate appropriation and revenue have been included in the Department of Aging and Adult Services' (DAAS) 2024-25 budget.

**BACKGROUND INFORMATION**

DAAS has administered the Title III C Older Californians Nutrition Program (OCNP), formerly known as the Elderly Nutrition Program, for San Bernardino County (County) since 1978. The OCNP provides nourishing meals and nutrition education to people 60 years of age or older, spouses of OCNP participants, and disabled persons. The services offered are intended to reduce hunger, food insecurity, malnutrition, and promote socialization. Together, these services promote older adults' ability to maintain the highest possible levels of health, function, participation, and dignity in the community.

DAAS currently has eight nutrition contractors who provide approximately 312,600 balanced meals at 34 congregate settings and approximately 703,763 balanced home-delivered meals to older and disabled homebound individuals. Family Service Association's additional congregate meal site at the Joselyn Senior Center in Redlands will allow approximately 40 additional unduplicated individuals to receive approximately 2,080 nourishing meals. The Barstow Senior

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Center and Family Service Association provided more meals and served more unduplicated individuals than anticipated during the past two fiscal years, therefore exceeding the forecasted annual spending. The recommended amendments to the contracts with these nutrition contractors will provide enough additional funding to continue the program through 2024-25.

On June 28, 2022 (Item No. 116), the Board of Supervisors (Board) approved Contract No. 22-662, which was competitively procured via Request for Proposal (RFP) No. DAAS122-OAAGI-4632, with Barstow Senior Citizens Center, in the amount of \$4,730,000, and Contract No. 22-668 with Family Service Association, in the amount of \$14,410,000, to provide OCNP services for the contract period of July 1, 2022 through June 30, 2025.

On September 27, 2022 (Item No. 5), the Board approved Amendment No. 1 to Contract No. 22-662 with Barstow Senior Citizens Center, adding a congregate meal site in the unincorporated community of Helendale and increasing the contract amount by \$600,000, from \$4,730,000 to a total contract amount of \$5,330,000, with no change to the contract period of July 1, 2022 through June 30, 2025. and the item also approved Amendment No. 1 to Contract No. 22-668 with Family Service Association, adding a congregate meal site to Ayala Park in Bloomington and removing a congregate meal site at Lilian Court in Bloomington, with no change to the contract amount of \$14,410,000, or the contract period of July 1, 2022 through June 30, 2025.

On March 28, 2023 (Item No. 5), the Board approved Amendment No. 2 to Contract No. 22-662 with Barstow Senior Citizens Center, adding Intergenerational activities to one of their congregate meal sites and increasing the contract amount by \$168,000, from \$5,330,000 to a total contract amount of \$5,498,000, with no change to the contract period of July 1, 2022 through June 30, 2025. The amendment contained a provision that the intergenerational activities funding in the amount of \$168,000 had an expenditure deadline of December 31, 2023.

On June 27, 2023 (Item No. 7), the Board approved Amendment No. 3 to Contract No. 22-662 with Barstow Senior Citizens Center, adding a "To-Go" meal option to their scope of work, with no change to the contract amount of \$5,498,000, or the contract period of July 1, 2022 through June 30, 2025.

On December 19, 2023 (Item No. 5), the Board approved Amendment No. 4 to Contract No. 22-662 with Barstow Senior Citizens Center, extending the expenditure deadline for the intergenerational activities funding for nine months from December 31, 2023 to September 30, 2024, with no change to the contract amount of \$5,498,000, or the contract period of July 1, 2022 through June 30, 2025.

Contractor performance will continue to be measured by reviewing monthly reports and annual site visits by County staff to monitor compliance with the administrative, fiscal, and program requirements of the contract. DAAS will review the invoices and other documents submitted by each contractor to ensure charges are for eligible OCNP services prior to payment. The contracts may be terminated by the County immediately and without cause by serving a written notice to the contractor 30 days in advance of termination or in the event that additional funding is not available to the County for the remainder of the contract period.

**PROCUREMENT**

Not applicable.

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**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on April 10, 2024; County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on April 17, 2024; Finance (John Hallen, Administrative Analyst, 388-0208) on June 5, 2024; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on June 6, 2024.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman Seconded: Joe Baca, Jr.  
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY  \_\_\_\_\_  
DATED: June 25, 2024



cc: DAAS - Ettari w/agrees  
Contractor - c/o DAAS w/agree  
File - w/agree  
CCM 07/1/2024