

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

**August 19, 2025**

**FROM**

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

**SUBJECT**

Amendments to Contracts for Older Californians Nutrition Program Services

**RECOMMENDATION(S)**

Approve amendments to the contracts with the following agencies for Older Californians Nutrition Program services to increase the total aggregate amount by \$7,430,068, from \$28,930,130 to a total aggregate amount not to exceed \$36,360,198:

1. **Amendment No. 7 to Contract No. 22-662** with the Barstow Senior Citizens Center, increasing the contract amount by \$250,000, from \$9,134,023 to a total contract amount not to exceed \$9,384,023, with no change to the contract period of July 1, 2022, through June 30, 2026.
2. **Amendment No. 2 to Contract No. 22-665** with the City of Montclair, increasing the contract amount by \$175,000, from \$1,050,175 to a total contract amount not to exceed \$1,225,175, with no change to the contract period of July 1, 2022, through June 30, 2026.
3. **Amendment No. 3 to Contract No. 22-668** with the Family Service Association, effective July 1, 2025, increasing the contract amount by \$6,990,000, from \$18,410,000 to a total contract amount not to exceed \$25,400,000, updating Attachment C: Scope of Work to add services, and extending the contract term by one year, for a total contract period of July 1, 2022, through June 30, 2026.
4. **Amendment No. 2 to Contract No. 22-669** with the Lucerne Valley Senior Citizens Center, increasing the contract amount by \$15,068, from \$335,932 to a total contract amount not to exceed \$351,000, with no change to the contract period of July 1, 2022, through June 30, 2026.

(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 cost of the recommended amendments, in the amount of \$7,430,068, is funded by the Older Americans Act. The Older Californians Nutrition Program (OCNP) requires an 11% match of in-kind funds, which can be met via a combination of cash and vendor volunteer in-kind resources. Adequate appropriation and revenue have been included in the Department of Aging and Adult Services (DAAS) 2025-26 budget.

**BACKGROUND INFORMATION**

**Amendments to Contracts for Older Californians Nutrition Program  
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As the designated Area Agency on Aging, DAAS has administered the OCNP for San Bernardino County (County) since 1978. The OCNP provides for the nutritional, wellness, and social needs of older adults 60 years of age or older, their spouses, and adults with disabilities living with eligible participants. Through this program, DAAS provides approximately 388,789 meals in group dining settings that foster community engagement and 554,810 home delivered meals to older adults who are homebound. On May 19, 2025, DAAS received notice from the State that funding was being provided through the Older Americans Act for OCNP, allowing DAAS to allocate \$7,430,068 for the recommended amendments to continue providing these services.

On June 28, 2022 (Item No. 116), the Board of Supervisors (Board) approved Contract No. 22-662 with the Barstow Senior Citizens Center, in the amount of \$4,730,000; Contract No. 22-665 with the City of Montclair, in the amount of \$675,000; Contract No. 22-668 with the Family Service Association, in the amount of \$14,410,000; and Contract No. 22-669 with Lucerne Valley Senior Citizens Center, in the amount of \$230,000, to provide OCNP services, for the 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 the Barstow Senior Citizens Center to update the program outcome language for OCNP services and to increase the contract amount by \$600,000, from \$4,730,000 to \$5,330,000. The Board also approved Amendment No. 1 to Contract No. 22-668 with the Family Service Association to update the program outcome language for OCNP services with no change to the contract amount of \$14,410,000. Both amendments had no change to 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 the Barstow Senior Citizens Center for OCNP services to add intergenerational activities, increasing the contract amount by \$168,000, from \$5,330,000 to a total contract amount not to exceed \$5,498,000, with no change to the contract period of July 1, 2022, through June 30, 2025.

On June 27, 2023 (Item No. 7), the Board approved Amendment No. 3 to Contract No. 22-662 with the Barstow Senior Citizens Center for OCNP services to revise the Scope of Work attachment, 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 the Barstow Senior Citizens Center to extend the expenditure deadline for nine months with no change to the contract amount of \$5,498,000 or the contract period of July 1, 2022, through June 30, 2025.

On June 25, 2024 (Item No. 8), the Board approved Amendment No. 5 to Contract No. 22-662 with the Barstow Senior Citizens Center for OCNP services to increase the contract amount by \$1,500,000, from \$5,498,000 to a total contract amount of \$6,998,000, and Amendment No. 2 to Contract No. 22-668 with the Family Service Association to increase the contract amount by \$4,000,000, from \$14,410,000 to a total contract amount of \$18,410,000. Both amendments had no change to the contract period of July 1, 2022, through June 30, 2025.

On June 18, 2025 (Item No. 128), the Board approved Amendment No. 6 to Contract No. 22-662 with Barstow Senior Citizens Center, increasing the contract amount by \$2,136,023, from

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\$6,998,000 to a total contract amount not to exceed \$9,134,023; Amendment No. 1 to Contract No. 22-665 with the City of Montclair, increasing the contract amount by \$375,175, from \$675,000 to a total contract amount not to exceed \$1,050,175; Amendment No. 1 to Contract No. 22-669 with the Lucerne Valley Senior Citizens Center, increasing the contract amount by \$105,932, from \$230,000 to a total contract amount not to exceed \$335,932 (among others) to provide OCNP services, updating Attachment C: Scope of Work, and extending the contract periods of July 1, 2022 through June 30, 2026.

Approval of the recommended amendments will allow DAAS to continue providing nutrition services to older adults throughout the county, ensuring uninterrupted delivery of congregate and home delivered meals.

DAAS is requesting retroactive approval of Amendment No. 3 to Contract No. 22-668 with Family Service Association, for the period of July 1, 2025, through June 30, 2026. This amendment update Attachment C: Scope of Work to add OCNP services, extend the contract term by one year for a total contract period of July 1, 2022, through June 30, 2026, and increase the total contract amounts.

Amendment No. 3 to Contract No. 22-668 is being presented to the Board at this time, as it is the first date available after completing all necessary reviews and extended contract negotiations. This amendment was scheduled to go to the Board meeting on June 18th, but due to extended contract negotiations, it was pulled from the Board agenda as the submission deadlines were not going to be met. Services were not disrupted during the negotiation period.

Each contract includes language stating the County may terminate the contract immediately in the event funds are not available to the County, and without cause by the County, by serving a written notice to the contractor 30 days in advance of termination. County staff will review contractor performance metrics in monthly reports and conduct annual site visits to ensure compliance with contract requirements. DAAS will review the invoices and other documents submitted by each contractor to ensure charges are for eligible OCNP services and equipment prior to payment.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on August 6, 2025; County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on August 7, 2025; and County Finance and Administration (John Hallen, Principal Administrative Analyst, 388-0208) on July 29, 2025.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Curt Hagman

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: August 19, 2025



cc: DAAS - Esparza w/agrees  
Contractor - c/o DAAS w/agree  
File - w/agree

CCM 08/20/2025