

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

October 7, 2025

FROM

SHARON NEVINS, Director, Department of Aging and Adult Services

SUBJECT

Amendment to Contract for Older Californians Nutrition Program Services

RECOMMENDATION(S)

Approve **Amendment No. 1 to Contract No. 22-666**, with the City of San Bernardino, for Older Californians Nutrition Program services, to increase the contract amount by \$375,000, from \$1,220,000 to a total contract amount not to exceed \$1,595,000, update Attachment C: Scope of Work to add services, and extend the contract term by one year, for a total 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 amendment, in the amount of \$375,000, is funded with 69% (\$258,750) federal and 31% (\$116,250) State funding through the Older Americans Act (OAA). Title IIIC funding 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

As the designated Area Agency on Aging, DAAS has administered the Older California Nutrition Program (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 the OCNP, 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 OAA for OCNP, allowing DAAS to allocate funds for the recommended amendment to continue providing these services.

On June 28, 2022 (Item No. 116), the Board of Supervisors (Board) approved Contract No. 22-666 (Contract) with the City of San Bernardino (City) for OCNP services, in the amount of \$1,220,000, for the period of July 1, 2022, through June 30, 2025.

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Approval of the recommended Amendment No. 1 (Amendment) allows DAAS to continue providing nutrition services to older adults throughout the county, ensuring delivery of congregate and home delivered meals.

DAAS is requesting retroactive approval of the Amendment to the Contract with the City for the period of July 1, 2025, through June 30, 2026. This Amendment increases the total contract amount, updates Attachment C: Scope of Work to update the number of target meals to be served, and extends the contract term by one year for a total contract period of July 1, 2022, through June 30, 2026.

The Amendment to the Contract is being presented to the Board at this time, as it is the first date available following completion of extended contract negotiations, all necessary internal reviews, and approval of the Amendment by the San Bernardino City Council on August 20, 2025. Services were not disrupted during the negotiation period.

This 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 City 30 days in advance of termination. County staff will review the City's 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 the City 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 (Lisa Rivas-Ordaz, Contracts Manager, 388-0222) on September 18, 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 September 22, 2025.

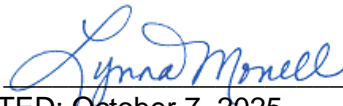
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Record of Action of the Board of Supervisors
San Bernardino County

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: October 7, 2025



cc: DAAS - Esparza w/agree
Contractor - c/o DAAS w/agree
File - w/agree
CCM 10/7/2025