

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

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF THE BIG BEAR VALLEY RECREATION AND PARK DISTRICT
AND RECORD OF ACTION**

June 18, 2025

FROM

SHARON NEVINS, Director, Department of Aging and Adult Services

NOEL CASTILLO, Director, Department of Public Works – Special Districts

SUBJECT

Amendments to Contracts for Older Californians Nutrition Program Services

RECOMMENDATION(S)

1. Acting as the governing body of San Bernardino County, approve Amendments to contracts with the Department of Aging and Adult Services with the following agencies to provide Older Californians Nutrition Program services, updating Attachment C: Scope of Work, increasing the combined total contract amount by \$2,962,998, from \$11,946,200 to a combined total amount not to exceed \$14,909,198, and extending the contract term by one year, for a total contract period of July 1, 2022, through June 30, 2026:
 - a. Barstow Senior Citizens Center, **Amendment No. 6 to Contract No. 22-662**, increasing the contract amount by \$2,136,023, from \$6,998,000 to a contract amount not to exceed \$9,134,023.
 - b. Big Bear Valley Recreation and Park District, **Amendment No. 1 to Contract No. 22-663**, increasing the contract amount by \$158,898, from \$505,000 to a contract amount not to exceed \$663,898.
 - c. Bonnie Baker Senior Citizens Club, Inc., **Amendment No. 1 to Contract No. 22-664**, increasing the contract amount by \$35,311, from \$2,970,000 to a contract amount not to exceed \$3,005,311.
 - d. City of Montclair, **Amendment No. 1 to Contract No. 22-665**, increasing the contract amount by \$375,175, from \$675,000 to a contract amount not to exceed \$1,050,175.
 - e. Crest Forest Senior Citizens Club, **Amendment No. 2 to Contract No. 22-667**, increasing the contract amount by \$151,659, from \$568,200 to a contract amount not to exceed \$719,859.
 - f. Lucerne Valley Senior Citizens Center, **Amendment No. 1 to Contract No. 22-669**, increasing the contract amount by \$105,932, from \$230,000 to a contract amount not to exceed \$335,932.
2. Acting as the governing body of the Big Bear Valley Recreation and Park District, approve **Amendment No. 1 to Contract No. 22-663** with the Department of Aging and Adult Services to provide Older Californians Nutrition Program services, increasing the total contract amount by \$158,898, from \$505,000 to a contract amount not to exceed \$663,898, and extending the contract term by one year, for a total contract period of July 1, 2022, through June 30, 2026.

**Amendments to Contracts for Older Californians Nutrition Program
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(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

Approval of this item does not require additional Discretionary General Funding (Net County Cost).

The Older Californians Nutrition Program (OCNP) requires an 11% match of in-kind funds. The cost of the recommended amendments in Recommendation No. 1 for OCNP services, in the amount of \$2,962,998 is funded by the Older Americans Act. Adequate appropriation and revenue have been included in the Department of Aging and Adult Services' (DAAS) 2025-26 recommended budget.

The increase of the recommended amendment in Recommendation No. 2 is \$158,898. The original contract specifies that the Big Bear Valley Recreation and Park District (District) can submit monthly claims through DAAS for program services reimbursement. Sufficient appropriation has been allocated within the 2025-26 District budget to provide OCNP services. The District has also budgeted sufficient appropriation to meet the required 11% match through in-kind services. The annual reimbursement request will be approximately \$158,898; however, this amount may vary based on demand for services.

BACKGROUND INFORMATION

As the designated Area Agency on Aging, DAAS has administered the OCNP, also known as the Senior Nutrition Program, 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. DAAS currently has eight contractors who provide 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 June 28, 2022 (Item No. 116), the Board of Supervisors (Board), acting as the governing body of the County, and the Board of Directors, acting as the governing body of the District, approved Contract No. 22-662 with Barstow Senior Citizens Center, in the amount of \$4,730,000; Contract No. 22-663 with the District, in the amount of \$505,000; Contract No. 22-664 with Bonnie Baker Senior Citizens Club, Inc., in the amount of \$2,970,000; Contract No. 22-665 with the City of Montclair, in the amount of \$675,000; Contract No. 22-667 with Crest Forest Senior Citizens Club, in the amount of \$515,000; and Contract No. 22-669 with Lucerne Valley Senior Citizens Center, in the amount of \$230,000 (among others), to provide OCNP services, for the period of July 1, 2022, through June 30, 2025.

On September 22, 2022 (Item No. 5), the Board approved Amendment No. 1 to Contract No. 22-662 with Barstow Senior Citizens Center, with no change to the contract amount of \$4,730,000 or contract period of July 1, 2022, through June 30, 2025 to update the program outcome language for OCNP services.

On March 28, 2023 (Item No. 5), the Board approved Amendment No. 2 to Contract No. 22-662 with 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

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exceed \$5,498,000, with no change to the contract period of July 1, 2022, through June 30, 2025.

On April 11, 2023 (Item No. 5), the Board approved Amendment No. 1 to Contract No. 22-667 with Crest Forest Senior Citizens Club for OCNP services to add intergenerational activities, increasing the contract amount by \$53,200, from \$515,000 to a total contract amount not to exceed \$568,200, 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 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 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 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, as they provided more meals and served more unduplicated individuals than anticipated during the past two fiscal years, therefore exceeding the forecasted annual spending, with no change to the current contract period of July 1, 2022, through June 30, 2025.

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.

Each contract includes language stating the contract may be terminated by the County 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 May 16, 2025; County Counsel (Jacqueline Carey-Wilson, and Aaron Gest, Deputies County Counsel, 387-5455) on May 27, 2025; Finance (John Hallen, 388-0208, and Amanda Trussell, 387-4635, Principal Administrative Analysts) on May 29, 2025; and County Finance and Administration (Cheryl Adams, and Paloma Hernandez-Barker, Deputy Executive Officers, 387-5423) on May 30, 2025.

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Record of Action of the Board of Directors
Big Bear Valley Recreation and Park District

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/SECRETARY

BY 
DATED: June 18, 2025



cc: HS - Esparza w/ agrees
 Contractor c/o HS w/ agree
 File w/ agree
JLL 06/20/2025