

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

June 18, 2025

FROM

SHARON NEVINS, Director, Department of Aging and Adult Services

SUBJECT

Contracts for Family Caregiver Support Program Services

RECOMMENDATION(S)

Approve Contracts with the following agencies, in an amount not to exceed \$500,000, to provide family caregiver support services for the period of July 1, 2025, through June 30, 2026:

1. Inland Caregiver Resource Center, in an amount not to exceed \$375,000
(Agreement No. 25-455)
 2. Reach Out Morongo Basin, in an amount not to exceed \$80,000 **(Agreement No. 25-456)**
 3. Vision y Compromiso, in an amount not to exceed \$45,000 **(Agreement No. 25-457)**
- (Presenter: Sharon Nevins, Director 891-3917)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

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

FINANCIAL IMPACT

This item does not impact Discretionary General Funding (Net County Cost). The total cost of \$500,000 for these services is 100% funded by Federal Title III-E revenue. Adequate appropriation and revenue is included in the Department of Aging and Adult Services (DAAS) 2025-26 budget and will be included in future recommended budgets. If funding is reduced by the Federal Government, the County can reduce or terminate the contracts.

BACKGROUND INFORMATION

The Family Caregiver Support Program (FCSP) was created as Title III-E of the Older Americans Acts Amendments of 2000. The Administration on Aging administers the program at the Federal level, and the California Department of Aging (CDA) and DAAS administers the program at the State and County levels respectively. FCSP serves unpaid caregivers, whether family or non-family, who provide care on an informal basis to older and disabled individuals.

Unpaid caregivers are often the primary providers of long-term care for older and disabled individuals. Caring for an older adult or individual living with a disability can potentially affect the caregiver's mental and physical health. FCSP provides a wide range of services to help families and non-family caregivers continue providing care at home for as long as possible. Services include, but are not limited to, counseling, training to aid in the care of an older adult, day care, and respite care. DAAS estimates countywide services will provide approximately 15,333 units of service as defined by the CDA Service Categories and Data Dictionary to a minimum of 2,355 unduplicated clients.

Contracts for Family Caregiver Support Program Services
June 18, 2025

PROCUREMENT

On April 10, 2025, the Chief Administrative Office approved the release of Request for Proposal (RFP) DAAS125-OAPG-5717 to solicit proposals from qualified agencies to provide FCSP services. The RFP was posted on the San Bernardino County Electronic Procurement Network (ePro). DAAS received four responsive proposals as follows:

Agency	Proposed Regions	Proposed Cost
Inland Caregiver Resource Center	Countywide	\$800,000
Nu Grace Family Care LLC.	Countywide	\$747,249.31
Reach Out Morongo Basin	Morongo Basin	\$135,000
Vision y Compromiso	Countywide	\$540,423

The proposal was evaluated based on the following criteria: program description, relevant experience, cost, and administrative and fiscal capability. Based on the evaluations, Inland Caregiver Resource Center, Reach Out Morongo Basin, and Vision y Compromiso are recommended for award as having best met the overall needs of the County, demonstrating extensive experience working with the targeted population, and providing the required services listed in the RFP.

The agency not recommended for contract award was unsuccessful in the procurement process due to one or more of the following reasons: cost, ability to provide services, experience providing services, available staffing and resources, or geographical region/service area served. The unsuccessful agency was notified that they may protest the qualification review by submitting a formal protest letter to the HS Contracts Unit. One written protest was received.

Contractor performance will be measured by reviewing monthly reports and biannual site visits by County staff to monitor compliance with the administrative, fiscal, and program requirements of the contract. The contracts may be terminated by the County immediately in the event funds are not available to the County or without cause by the County by serving a written notice to the Contractor 30 days in advance of termination.

DAAS is recommending a contract award to Inland Caregiver Resource Center, Reach Out Morongo Basin, and Vision y Compromiso in an amount not to exceed \$500,000, for the period of July 1, 2025, through June 30, 2026, to provide FCSP Program services to eligible clients based on the needs of the client and the service(s) provided.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on May 23, 2025; County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on May 23, 2025; Finance (John Hallen, Principal Administrative Analyst, 388-0208) on May 28, 2025; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0332) on May 30, 2025.

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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 18, 2025



cc: DAAS - Esparza w/ agrees
Contractor c/o DAAS w/ agree
File w/ agree
JLL 06/26/2025