

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

339



FROM : Office on Aging

SUBMITTAL DATE:
January 8, 2013

SUBJECT: Fiscal Year 2012-2013 Area Plan Contract AP-1213-21 Amendment #1 between California Department of Aging (CDA) and Riverside County Office on Aging. All District.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and Authorize Chair to execute Area Plan Contract Amendment #1 AP-1213-21 for Fiscal Year 2012-2013 (from July 1, 2012 to June 30, 2013) with the California Department of Aging.
2. Return all 4 copies to the Office on Aging for further processing.
3. Approve and direct the Auditor-Controller's Office to make the budget adjustments presented on Schedule A, attached.
4. Authorize the County Purchasing Agent to purchase 3 vehicles per schedule A.

BACKGROUND: This amended contract and budget display provides the allocation of reconciled Federal and State One-Time-Only (OTO) Title III/VII funding for our agency. It also includes approved funding transfer requests.

Continued next page...

Michele Wilham, Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$494,551	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ 0	For Fiscal Year:	12/13
SOURCE OF FUNDS: Federal 100%				Positions To Be Deleted Per A-30 <input type="checkbox"/>
				Requires 4/5 Vote <input checked="" type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE
BY:
Lani Sioson

County Executive Office Signature

FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY:
 Lisette Rose
 DATE: 1/16/13
 Departmental Concurrence:
 Neal R. Kipnis
 FORM APPROVED COUNTY COUNSEL
 BY:
 Neal R. Kipnis
 Dept's Recomm.: Consent Policy
 Per Exec. Ofc: Consent Policy

Subject: Fiscal Year 2012-2013 Area Plan Contract AP-1213-21 Amendment #1 between California Department of Aging (CDA) and Riverside County Office on Aging.

The amendment also includes information and instruction for the use of One-Time-Only (OTO) funds:

- OTO funds must be spent in the program in which they were incurred and are non-transferable to another program.
- OTO purchases must be for allowable program costs
- AAAs can allocate OTO funds to existing subcontractors or to new subcontractors after having issued a Request for Proposal (RFP) and executed a contract.
- OTO funding will not be available until CDA receives and approves the revised Area Plan Budget (CDA122), the executed Area Plan Contract Amendment #1, and the CDA1031.

These funds support programs and activities for seniors countywide which includes Supportive Services Title IIIB, Congregate and Home Delivered Meals programs Title IIIC, Preventive Health and Medication Management Title IIID, Family Caregiver Program Title IIIE, Long Term Care Ombudsman Title VIIA, Elder Abuse Prevention Title VIIB.

The FY12-13 Title III/VII original contract with California Department of Aging approved and signed by the Board on June 5, 2012 Agenda item 3.48; total the amount of \$7,169,231 on federal and state funds. The terms of this agreement remains unchanged (7/1/12 – 6/30/13) however; the maximum amount of the amendment is \$7,663,782; therefore, an adjustment of \$494,551 is needed as shown on the attached Schedule A.

The request for the purchase of 3 new vehicles is needed due to the age, mileage logged and cost to maintain these vehicles. Additionally, we are trying to bring our vehicle fleet in compliance with Board of Supervisor Policy **D-2**

These vehicles are used to support and promote our Older Adults programs throughout Riverside County that include Nutrition Meals, Caregivers, Information and referral and the Information Van programs.

The vehicles to be replaced are as follows:

<u>Vehicle #</u>	<u>Make</u>	<u>Age</u>	<u>Mileage</u>
1. 03-636	Ford Taurus	10 years	96,376
2. 02-682	Chevy Info Van	11 years	63,555
3. 00-358	Ford Taurus	13 years	95,542

There is no impact to County General Funds and we are requesting for no additional matching requirements.

Subject: Fiscal Year 2012-2013 Area Plan Contract AP-1213-21 Amendment #1
between California Department of Aging (CDA) and Riverside County Office on Aging.

Office on Aging
Schedule A
FY 2012-2013

Increase Office on Aging Estimated Revenue:

21450-5300100000-767140 Fed-Misc. Reimbursement	\$494,551
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Increase Office on Aging Appropriation:

21450-5300100000-510040 Regular Salaries	\$40,070
21450-5300100000-518100 Budgeted Benefits	17,172
21450-5300100000-520200 Communication	42,400
21450-5300100000-520825 Kitchen & Dining Supplies	7,873
21450-5300100000-527780 Special Program Expense	47,734
21450-5300100000-528140 Conference & Registration	12,000
21450-5300100000-528920 Car Pool Expenses	107,719
21450-5300100000-536200 Contrib. to Non-County Agency	213,583
21450-5300100000-546080 Equipment Computer	6,000

	\$494,551

Increase Fleet Services Estimated Revenue:

45300-7300500000-777620 Vehicle Cost Recovery	\$107,719
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Increase Fleet Services Appropriation:

45300-7300500000-546020 Equipment -- Automotive	\$107,719
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STANDARD AGREEMENT AMENDMENT

STD. 213 A (Rev 6/03)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED _____ Pages

AGREEMENT NUMBER AP-1213-21	AMENDMENT NUMBER 1
REGISTRATION NUMBER	

1. This Agreement is entered into between the State Agency and Contractor named below:

STATE AGENCY'S NAME

California Department of Aging

CONTRACTOR'S NAME

COUNTY OF RIVERSIDE

2. The term of this Agreement is **July 1, 2012** through **June 30, 2013**

3. The maximum amount of this Agreement after this amendment is: **\$ 7,663,782.00**
 Seven million, six hundred sixty-three thousand, seven hundred eighty-two and 00/100 dollars

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

This contract amendment provides for the allocation of reconciled One-Time-Only (OTO) Title III and VII funds from the Area Agency on Aging (AAA) FY 2011-12 contract and reallocation of unspent federal funds. It also includes AAAs' approved funding transfer requests. This increase will expand/enhance services provided under this Agreement.

Exhibit B, pages 11 and 12, titled Budget Display, amendment 1, is attached and replaces the original Exhibit B, pages 11 and 12, Budget Display.

The Budget, amendment 1, is hereby incorporated by reference and replaces the original Budget.

All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.)		
COUNTY OF RIVERSIDE		
BY (Authorized Signature)	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING		
ADDRESS		<input checked="" type="checkbox"/> Exempt per: Older Californians Act and AG OP 80-111
6296 RIVERCREST DRIVE, SUITE K RIVERSIDE CA 92507		
STATE OF CALIFORNIA		
AGENCY NAME		
California Department of Aging		
BY (Authorized Signature)	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING		
Dyanne Macias, Manager, Contracts and Business Services Section		
ADDRESS		
1300 National Drive, Suite 200, Sacramento, CA 95834		

FORM APPROVED BY COUNTY COUNSEL
 BY: NEAL R. MATSIS
 DATE: 11/13/13

VEHICLE PURCHASE REQUEST FORM
(Board of Supervisors Policy D-2)

*Similar vehicle types may be grouped on one form.
Use separate forms for each vehicle type (i.e., cars, trucks, forklifts, loaders).*

1) Requested Vehicle:

Model: Ford Make: Fusion
Quantity: 1 Estimated Unity Cost: \$35,000

Fuel Type (Check one)

- | | |
|--|-----------------------------------|
| <input checked="" type="checkbox"/> Hybrid | <input type="checkbox"/> LNG |
| <input type="checkbox"/> Gasoline | <input type="checkbox"/> Electric |
| <input type="checkbox"/> Diesel | <input type="checkbox"/> Propane |
| <input type="checkbox"/> CNG | <input type="checkbox"/> Other |

If the purchase is for a gasoline or diesel powered vehicle, answer questions

2) Provide a brief explanation of the unique circumstances which make purchase of a gasoline or diesel powered vehicle more suitable in this particular instance:

For use by the Fleet Services

Review Date: _____

- Approved Denied

If denied. Alternative vehicle recommendation:

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(Board of Supervisors Policy D-2)

*Similar vehicle types may be grouped on one form.
Use separate forms for each vehicle type (i.e., cars, trucks, forklifts, loaders).*

1) Requested Vehicle:

Model: Ford Make: Flex
Quantity: 1 Estimated Unity Cost: \$35,000

Fuel Type (Check one)

- | | |
|--|-----------------------------------|
| <input checked="" type="checkbox"/> Hybrid | <input type="checkbox"/> LNG |
| <input type="checkbox"/> Gasoline | <input type="checkbox"/> Electric |
| <input type="checkbox"/> Diesel | <input type="checkbox"/> Propane |
| <input type="checkbox"/> CNG | <input type="checkbox"/> Other |

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Use separate forms for each vehicle type (i.e., cars, trucks, forklifts, loaders).*

1) Requested Vehicle:

Model: ford Make: Connet
Quantity: 1 Estimated Unity Cost: \$35,000

Fuel Type (Check one)

- | | |
|--|-----------------------------------|
| <input checked="" type="checkbox"/> Hybrid | <input type="checkbox"/> LNG |
| <input type="checkbox"/> Gasoline | <input type="checkbox"/> Electric |
| <input type="checkbox"/> Diesel | <input type="checkbox"/> Propane |
| <input type="checkbox"/> CNG | <input type="checkbox"/> Other |

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