

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

384



**FROM:** Office on Aging

**SUBMITTAL DATE:**  
July 16, 2013

**SUBJECT:** Approve contract agreements with 12 contractors for FY 2013/2014 (from 07/01/2013 through 09/30/2013) covering senior services in all of Riverside County and allow Purchasing Agent to enter into contract amendments with Senior Service Providers.

**RECOMMENDED MOTION:** That the Board of Supervisors:

- 1) Authorize Chairman of the Board to sign the agreements.
- 2) Approve agreements with 12 Contractors (See Form 11 Attachment A1 for list of contractors and contract amounts).
- 3) Direct the Clerk of the Board to retain (1) original copy of each contract and return (3) copies of each contract to the Office on Aging for further processing.
- 4) After contract agreements are approved, allow Purchasing Agent to enter into contract amendments with Senior Service Providers to transfer funding amounts between service providers as needed, and to increase funding amounts not to exceed 10% of the annual aggregate budget in order to meet service needs.

**BACKGROUND:** The enclosed contract agreements represent the first three (3) months of the second year of the four year Request for Proposal (RFP) Contracting cycle (July 1, 2012 through June 30, 2016) based on federal guidelines. (Continued on Page 2)

FISCAL PROCEDURES APPROVED  
PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
BY: Samuel Wong 7/18/13  
SAMUEL WONG

*Michele Wilham*  
Michele Wilham  
Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 833,403.00	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	13/14

<b>SOURCE OF FUNDS:</b> Federal 70.1% State 29.9%	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE  
BY: Lani Sioson  
Lani Sioson  
**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Ashley, seconded by Supervisor Stone and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley  
Nays: None  
Absent: None  
Date: July 30, 2013

Kecia Harper-Ihem  
Clerk of the Board  
By: [Signature]  
Deputy

Office on Aging, Purchasing, Auditor

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PURCHASING & FLEET SERVICES: Robert Howdyship, Director  
 FORM APPROVED COUNTY COUNSEL: [Signature] DATE: 7/16/13  
 BY: NEAL R. KIPNIS  
 Departmental Concurrence  
 Policy  Consent   
 Policy  Consent   
 ATTACHMENTS FILED WITH THE CLERK OF THE BOARD  
 Per Exec. Off.:

**SUBJECT:** Approve contract agreements with 12 contractors for FY 2013/2014 (from 07/01/2013 through 09/30/2013) covering senior services in all of Riverside County and allow Purchasing Agent to enter into contract amendments with Senior Service Providers.

**BACKGROUND:** (continued)

The California Department of Aging (CDA) has mandated that the Federal Sequestration Reductions be realized within the Federal Fiscal Year to which they correspond. As a result the State FY 2013-14 contracts and budgets are being broken into two separate periods: 1) July 1, 2013 through September 30, 2013; and 2) October 1, 2013 through June 30, 2014. This Form 11 covers the contracts with the Office on Aging service providers for the first three-month period: from July 1, 2013 through September 30, 2013. The service provider contracts, and the related Form 11, for the nine-month period from October 1, 2013 through June 30, 2014 will be submitted separately.

The RFP process requires a public process in which the Riverside County Office on Aging requests potential contractors to bid for senior services in Riverside County through an intense process. Bidders who have been determined to be the most responsive and responsible by the evaluation panel and that meet all of the requirements necessary to successfully perform under the contract are recommended for approval by the Board of Supervisors. These agreements covering the period July 1, 2013 through September 30, 2013, in the reimbursable amount of \$833,403.00 will continue vital services to frail seniors in Riverside County. These services target seniors in Riverside County that need: Title III B Personal and Homemaker Services; Title III B Assisted Transportation; Title III B Adult Day Care; Title III & VII Ombudsman Services; Title III C-1 Congregate Meals; Title III C-2 Home Delivered Meals; Title III E Family Caregiver Respite Care; Title III E Family Caregiver Support Services Comprehensive Assessment; Title III E Family Caregiver Support Services Counseling; Title III E Family Caregiver Support Services Support Group; Title III E Family Caregiver Support Services Training; and Title III E Family Caregiver Support Services Case Management.

Form 11 Attachment A1 gives an overview of service providers, program and service descriptions, and total contract amounts per service provider. More descriptive information regarding the contractors and services to be performed are located in each contractor agreement under Attachment A (Scope of Work). This provides program specifications including definitions of service, unit costs if applicable, and methods of service delivery for each contractor.

These programs are funded by the Older Americans Act and Older Californians Act, and support the goals and objectives of the Office on Aging's Four-year Strategic Plan: Focusing on a Healthy Tomorrow. Our strategic plan was approved by the Office on Aging Advisory Council on March 14, 2012 and by the Board of Supervisors on May 1, 2012, Agenda Number 2.9. Our strategic plan update was approved by the Office on Aging Advisory Council in March 2013 and by the Board of Supervisors on April 30, 2013, Agenda Number 2.6.

**SUBJECT:** Approve contract agreements with 12 contractors for FY 2013/2014 (from 07/01/2013 through 09/30/2013) covering senior services in all of Riverside County and allow Purchasing Agent to enter into contract amendments with Senior Service Providers.

**BACKGROUND:** (continued)

The Office on Aging respectfully requests that the Board of Supervisors allow Purchasing Agent to enter into contract amendments with Senior Service Providers to transfer funding amounts between service providers as needed, and to increase funding amounts not to exceed 10% of the annual aggregate budget in order to meet service needs. Approval by the Board of Supervisors of this recommended motion would allow the Office on Aging to efficiently expedite contract budget adjustments to deliver much needed services to the community in a timely manner, while minimizing the costs associated with processing Form 11's.

Total FY 2013/2014 (from 07/01/2013 through 09/30/2013) contract allocations of \$833,403.00 would allow for a maximum of \$83,340.00 in increases of funds.

The Office of County Counsel has approved these agreements as to form.

**Financial Impact:** No additional County funds requested.

Office On Aging		Three (3) Months Only: 07/01/2013 - 09/30/2013		
Contracts for Fiscal Year 2013-14		July 15, 2013		
Form 11 - Attachment A1				
Program	Project / Grant	Acct Number	Contract Amount	Subrecipient
Title IIIB - Adult Day Care	OA60547FY14a	536200	14,046	Care Connexus, Inc.
Title IIIE - Caregiver Support - Support Group	OA62718FY14a	536200	716	Care Connexus, Inc.
Title IIIE - Caregiver Support - Training	OA62721FY14a	536200	5,235	Care Connexus, Inc.
Title IIIE - Respite - Day Care	OA62834FY14a	536200	6,712	Care Connexus, Inc.
			<b>26,709</b>	
Title IIIB - Comm Svcs - Sr Center Staffing	OA61642FY14a	536200	10,766	Colorado River Senior Center
			<b>10,766</b>	
Title IIIE - Support Caregiver Assessment	OA62637FY14a	536200	862	Alzheimer's Association
Title IIIE - Access - Case Management	OA62636FY14a	536200	2,587	Alzheimer's Association
Title IIIE - Caregiver Support - Counseling	OA62707FY14a	536200	477	Alzheimer's Association
Title IIIE - Caregiver Support - Support Group	OA62718FY14a	536200	890	Alzheimer's Association
Title IIIE - Caregiver Support - Training	OA62721FY14a	536200	190	Alzheimer's Association
Title IIIE - Caregiver Support - Training - Savvy	OA62722FY14a	536200	2,082	Alzheimer's Association
Title IIIE - Respite - Day Care	OA62834FY14a	536200	715	Alzheimer's Association
Title IIIE - Respite - In-Home	OA62836FY14a	536200	4,766	Alzheimer's Association
			<b>12,569</b>	
Title IIIB - Adult Day Care	OA60547FY14a	536200	7,867	Eisenhower Memorial Five Star Club
			<b>7,867</b>	
Title IIIB - Adult Day Care	OA60547FY14a	536200	12,838	Family Services Association
Title IIIC1 - Meals	OA60751FY14a	536200	90,855	Family Services Association
Title IIIC1 NSIP - Meals	OA60751FY14a	536200	13,161	Family Services Association
Title IIIC2 - Meals	OA60451FY14a	536200	157,690	Family Services Association
Title IIIC2 NSIP - Meals	OA60451FY14a	536200	20,402	Family Services Association
Title IIIE - Respite - Day Care	OA62834FY14a	536200	2,384	Family Services Association
			<b>297,330</b>	
Title IIIC1 - Meals	OA60751FY14a	536200	43,750	Mizell Senior Center
Title IIIC2 - Meals	OA60451FY14a	536200	121,644	Mizell Senior Center
			<b>165,394</b>	
Title IIIB - Adult Day Care	OA60547FY14a	536200	2,264	Inland Caregiver Resource Center
Title IIIB - Homemaker	OA60214FY14a	536200	3,309	Inland Caregiver Resource Center
Title IIIB - Personal Care	OA60103FY14a	536200	7,802	Inland Caregiver Resource Center
Title IIIB - Transportation	OA60910FY14a	536200	2,575	Inland Caregiver Resource Center
Title IIIE - Access - Case Management	OA62636FY14a	536200	4,170	Inland Caregiver Resource Center
Title IIIE - Support Caregiver Assessment	OA62637FY14a	536200	2,083	Inland Caregiver Resource Center
Title IIIE - Caregiver Support - Support Group	OA62718FY14a	536200	755	Inland Caregiver Resource Center
Title IIIE - Caregiver Support - Training	OA62721FY14a	536200	1,430	Inland Caregiver Resource Center
Title IIIE - Respite - Overnight Care	OA62835FY14a	536200	1,860	Inland Caregiver Resource Center
Title IIIE - Respite - Day Care	OA62834FY14a	536200	984	Inland Caregiver Resource Center
Title IIIE - Respite - In-Home	OA62836FY14a	536200	4,146	Inland Caregiver Resource Center
			<b>31,378</b>	
Title IIIB - Escort	OA60910FY14a	536200	12,320	Independent Living Partnership
			<b>12,320</b>	
Title IIIC1 - Meals	OA60751FY14a	536200	5,079	Riverside-San Bernardino Co Indian Health
Title IIIC2 - Meals	OA60451FY14a	536200	19,690	Riverside-San Bernardino Co Indian Health
			<b>24,769</b>	
Title IIIB - Comm Svcs - Material Aid	OA61615FY14a	536200	6,437	Second Harvest Food Bank
			<b>6,437</b>	
Title IIIC1 - Meals	OA60751FY14a	536200	52,521	Sodexo America LLC
Title IIIC1 NSIP - Meals	OA60751FY14a	536200	13,159	Sodexo America LLC
Title IIIC2 - Meals	OA60451FY14a	536200	91,679	Sodexo America LLC
Title IIIC2 NSIP - Meals	OA60451FY14a	536200	20,401	Sodexo America LLC
			<b>177,760</b>	
Title VIIA - Ombudsman - Facility Visit	OA61806FY14a	536200	13,583	Community Connect (Volunteer Center of Riverside County)
Ombudsman Initiative - Volunteer Recruitment	OA61926FY14a	536200	10,888	Community Connect (Volunteer Center of Riverside County)
Title IIIB - Ombudsman Initiative	OA61805FY14a	536200	10,348	Community Connect (Volunteer Center of Riverside County)
Ombudsman - SNF Quality & Accountability	OA61929FY14a	536200	25,285	Community Connect (Volunteer Center of Riverside County)
			<b>60,104</b>	
<b>Grand Total:</b>			<b>833,403</b>	