

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



**ITEM: 3.30  
(ID # 12142)**

**MEETING DATE:**  
Tuesday, April 07, 2020

**FROM:** OFFICE ON AGING:

**SUBJECT:** OFFICE ON AGING: Approve Amendment No. 1 to Standard Agreement SP-1920-21 with the California Department of Aging (CDA) for Supplemental Nutrition Assistance Program Education (SNAP-Ed), to increase funds for the period of October 1, 2019 - September 30, 2020. All Districts; [Total cost: \$20,848 - 100% Federal]. 4/5th Vote Required

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

1. Approve Amendment No. 1 to Standard Agreement SP-1920-21 with the California Department of Aging (CDA), for Supplemental Nutrition Assistance Program Education (SNAP-Ed), to increase funds by \$20,848 for a total contract amount of \$152,174, for the period of October 1, 2019 – September 30, 2020, allocated as follows: \$114,130 in FY 19/20 and \$38,044 in FY 20/21, and authorize the Chairman of the Board to sign the amendment on behalf of the County;
2. Authorize the Office on Aging Director, or Deputy Director, as approved by County Counsel, to sign amendments to the Standard Agreement SP-1920-21 that make modifications to the statement of work that stay within the intent of the agreement and sign amendments to the compensation provisions that do not exceed the sum total of ten percent (10%) of the total annual cost of the agreement;

**ACTION: Policy, 4/5 Vote Required**

Jewel Lee, Director of Office on Aging

3/12/2020

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

**Ayes:** Jeffries, Spiegel, Washington, Perez and Hewitt  
**Nays:** None  
**Absent:** None  
**Date:** April 7, 2020  
**xc:** OOA, Auditor

Kecia R. Harper  
Clerk of the Board

By:   
Deputy

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STATE OF CALIFORNIA**

3. Authorize the Office on Aging Director, Deputy Director, to sign the Information Integrity and Security Statement, California Civil Rights Law Certification and Contractor Certification Clauses;
4. Approve and direct the Auditor-Controller to make the budget adjustment shown on Schedule A, attached; and
5. Direct the Clerk of the Board to return four (4) original amendments to the Office on Aging for further processing.

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 15,635	\$ 5,213	\$ 20,848	\$ 0.00
<b>NET COUNTY COST</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>SOURCE OF FUNDS: 100% Federal</b>			<b>Budget Adjustment:</b>	<b>Yes</b>
			<b>For Fiscal Year:</b>	<b>19/20 – 20/21</b>

**C.E.O. RECOMMENDATION:** [CEO use]

**BACKGROUND:**

**Summary**

The Riverside County on Aging (RCOoA) currently has an agreement with the California Department of Aging (CDA) to administer funds allocated to the Supplemental Nutrition Assistance Program Education (SNAP-Ed), that includes an obesity prevention program and targets older eligible individuals. The goal of SNAP-Ed is to improve the likelihood of participants making healthy choices and choosing active lifestyles, while staying within a limited budget, consistent with the current Dietary Guidelines for Americans. RCOoA will provide evidence-based nutrition education and physical activity classes developed specifically for older adults. Using behaviorally-focused nutrition strategies, older adults will be educated and trained to make nutritious food choices, healthy lifestyle changes with their peers and learn about nutrition assistance programs, thereby reducing food insecurity. Older adults will participate in age-specific physical fitness training, focusing on maintaining strength and balance to reduce falls.

Amendment No. 1 to Standard Agreement SP-1920-21 increases the allocated amount by \$20,848. The agreement includes the most current requirements provided by CDA, but could be subject to modification based on the State’s final legislative process.

The term of this agreement is October 1, 2019 – September 30, 2020.

**Impact on Residents and Businesses**

Riverside County residents, 60 years of age or older, will be provided nutrition education and an obesity prevention program to encourage healthy choices and active lifestyles. Priority outreach will be provided to those in greatest social and economic need.

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**Additional Fiscal Information**

Standard Agreement SP-1920-21 was approved by the Board of Supervisors on September 24, 2019, Item No. 3.17. This Amendment No. 1 to Standard Agreement SP-1920-21 increases the allocated amount by \$20,848; therefore, the attached budget adjustment is necessary to reflect the revenue under this agreement in the current fiscal year.

Standard Agreement SP-1920-21 with CDA, as amended in the amount of \$152,174, will be allocated as follows:

<b>FY</b>	<b>Agreement/Contract</b>	<b>Period</b>	<b>Amount</b>
19/20	SP-1920-21-1	10/01/2019 – 06/30/2020	\$114,130
20/21	SP-1920-21-1	07/01/2020 – 09/30/2020	\$ 38,044
			<hr/> \$152,174

There is no impact to the county general fund and no additional match requirement.

**ATTACHMENTS:**

**SCHEDULE A.     BUDGET ADJUSTMENT**

**ATTACHMENT A.   AMENDMENT NO. 1 TO STANDARD AGREEMENT SP-1920-21**

**ATTACHMENT B.   INFORMATION INTEGRITY & SECURITY STATEMENT (CDA 1024)**

**ATTACHMENT C.   CA CIVIL RIGHTS LAWS CERTIFICATION (CDA 9026)**

**ATTACHMENT D.   CONTRACTOR CERTIFICATION CLAUSES (CCC 04/2017)**

  
Misley Wang, Supervising Accountant     3/17/2020

**Office on Aging  
Schedule A  
FY 2019/20**

Increase estimated revenue:

21450-5300100000-767140	Fed-Misc Reimbursement	<u>\$15,635</u>
		15,635

Increase appropriations:

21450-5300100000-510040	Regular Salaries	9,460
21450-5300100000-513000	Retirement-Misc.	2,048
21450-5300100000-513120	Social Security	587
21450-5300100000-513140	Medicare Tax	137
21450-5300100000-515040	Flex Benefit Plan	1,421
21450-5300100000-515100	Life Insurance	8
21450-5300100000-515120	Long Term Disability	24
21450-5300100000-515160	Optical Insurance	2
21450-5300100000-515220	Short Term Disability	46
21450-5300100000-515260	Unemployment Insurance	39
21450-5300100000-518010	Def Comp Ben Mgmt & Conf	15
21450-5300100000-518020	Flexible Spending Account Fees	1
21450-5300100000-518140	SEIU Training	2
21450-5300100000-518150	LIUNA Health & Safety	4
21450-5300100000-523700	Office Supplies	<u>1,841</u>
		15,635

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# RESOLUTION

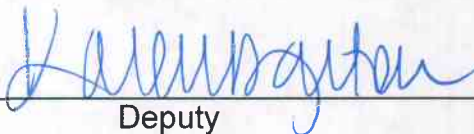
**BE IT RESOLVED** by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on Tuesday, April 7, 2020, that V. Manuel Perez, the Chairman is authorized and directed to execute on behalf of said County the Standard Agreement No. SP-1920-21 between Riverside County and California Department of Aging providing: for the Supplemental Nutrition Assistance Program Education (SNAP-Ed).

Roll Call:

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KECIA R. HARPER, Clerk of said Board

By:   
Deputy

STATE OF CALIFORNIA }  
BOARD OF SUPERVISORS } §  
COUNTY OF RIVERSIDE }

I, Karen Barton, Deputy Clerk of the Board for the County of Riverside, do hereby certify that the foregoing is a full, true and correct copy of Standard Agreement No. SP-1920-21, Amendment No.1, approved by the Board of Supervisors at a regular meeting duly held and convened on April 7, 2020, at which meeting a quorum of said Board was present and acting throughout.


Furthermore, I hereby certify that according to provisions of Government Code Section 25103, a copy of Standard Agreement No. SP-1920-21, Amendment No.1, was delivered to the Chairman of the Board, V. Manuel Perez.

Authorize the Office on Aging Director, based on the availability of funding, to sign amendments that do not change the substantive terms of the agreement, as approved by County Counsel.

Dated this 7th day of April, 2020.

WITNESS my hand and official seal

Kecia R. Harper, Clerk of the Board

By:   
Deputy

State of California-Department of General Services <b>STANDARD AGREEMENT</b> STD 213A (Rev. 7/2019) <input checked="" type="checkbox"/> CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 1 PAGE	AGREEMENT NUMBER <b>SP-1920-21</b>	AMENDMENT NUMBER <b>1</b>	Purchasing Authority Number
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

STATE AGENCY NAME <b>California Department of Aging</b>	WHEN DOCUMENT IS FULLY EXECUTED RETURN <b>CLERK'S COPY</b> to Riverside County Clerk of the Board, Stop 1010 Post Office Box 1147, Riverside, Ca 92502-1147 Thank you!
CONTRACTOR NAME <b>Riverside County Office on Aging</b>	

2. The term of this Agreement is:

START DATE <b>October 1, 2019</b>
END DATE <b>September 30, 2020</b>

This Amendment shall not be considered executed until approved by the Department of Aging.

3. The maximum amount of this Agreement after this Amendment is:

<b>\$ 152,174</b> <b>One hundred fifty-two thousand one hundred seventy-four and 00/100 Dollars and Zero Cents</b>
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4. The parties agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein.

- A) This amendment increases funds provided to the Contractor by \$20,848.
- B) The attached Budget Display, Exhibit B, page 10 of 10, dated 1/1/2020, hereby replaces the Original Exhibit B - Budget Display, page 10 of 10 dated 10/1/2019. 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			
CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.) <b>Riverside County Office on Aging</b>			
CONTRACTOR BUSINESS ADDRESS <b>P.O. Box 2099</b>	CITY <b>Riverside</b>	STATE <b>CA</b>	ZIP <b>92516</b>
PRINTED NAME OF PERSON SIGNING <b>V. MANUEL PEREZ</b> , Chairman		TITLE <b>Chairman</b>	
CONTRACTOR AUTHORIZED SIGNATURE <i>V. Manuel Perez</i>		DATE SIGNED <b>4/7/2020</b>	

ATTEST:  
KECIA R. HARRER, Clerk  
By: *[Signature]*  
DEPUTY CLERK

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME <b>California Department of Aging</b>			
CONTRACTING AGENCY ADDRESS <b>1300 National Drive, Suite 200</b>	CITY <b>Sacramento</b>	STATE <b>CA</b>	ZIP <b>95834</b>
PRINTED NAME OF PERSON SIGNING <b>Nate Gillen</b>		TITLE <b>Chief, Business Management Branch</b>	
CONTRACTING AGENCY AUTHORIZED SIGNATURE		DATE SIGNED	

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL	EXEMPTION (If Applicable) <b>SCM Vol. 1, 4.04 A.4</b>
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BY: *[Signature]* DANIELLE D. MALAND  
DATE: **3/9/20**

APR 07 2020 3:30

**Supplemental Nutrition Assistance Program-Education (SNAP-Ed)  
Budget Display  
Federal Fiscal Year 2020  
October 1, 2019 - September 30, 2020  
Riverside County Office on Aging**

	Allocation	Adjustments	TOTAL
SNAP-Ed Reimbursement funds (12 Month Total) *	131,326	20,848	152,174 <sup>a)</sup>

CFDA Number: 10.561  
Federal Fiscal Year: 2020  
CFDA Program Title: Funding provided through the United States Department of Agriculture, Food and Nutrition Services.

(a) Expenditures must be reported in closeout by 10/31/20