

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



ITEM: 3.46
(ID # 22769)

MEETING DATE:
Tuesday, August 29, 2023

FROM : OFFICE ON AGING:

SUBJECT: OFFICE ON AGING AND FLEET SERVICES: Request the Purchase and Authorize the Purchasing Agent to issue Purchase Orders for the purchase of four (4) vehicles for the Riverside County Office on Aging (RCOoA), to support RCOoA's Nutrition Outreach Program and Approve the Department's Budget Adjustment for the Period of July 1, 2023 through June 30, 2024; All Districts. [\$1,000,000 Total Cost – California Department of Aging 100% State] (4/5 Vote Required)

RECOMMENDED MOTION: That the Board of Supervisors:

1. Request the purchase and authorize the Purchasing Agent to issue a Purchase Order for the purchase of four (4) vehicles for the Riverside County Office on Aging, in the amount of \$1,000,000.
2. Approve and direct the Auditor-Controller to make budget adjustments increasing the estimated revenue and appropriations in the amount of \$1,000,000 for Purchasing and Fleet Services, as identified in Schedule A.

ACTION:4/5 Vote Required, Policy

Jewel Lee, Director of Office on Aging

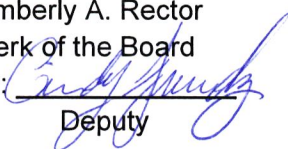
8/6/2023

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, Perez, Washington, and Gutierrez
Nays: None
Absent: None
Date: August 29, 2023
xc: Office on Aging

Kimberly A. Rector
Clerk of the Board

By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 1,000,000	\$ 0	\$ 1,000,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% State			Budget Adjustment: Yes	
			For Fiscal Year: 23/24	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Riverside County Office on Aging (RCOoA) is requesting the purchase and procurement of four (4) outreach vehicles for department community efforts. Purchase of the vehicles will significantly enhance the department's ability to reach rural communities, provide nutrition education, nutrition counseling and outreach, in addition to supporting the delivery of meals to aging and vulnerable adults across the county, particularly during emergency and disaster events.

The RCOoA intends to utilize Older American Act state funds and Senior Nutrition Infrastructure funds allocated by the California Department on Aging for the full amount of the purchase. Senior Nutrition Infrastructure funds can only be used for the purchase of assets in support and for the enhancement of nutrition services. These additional baseline funds will be used to expand existing senior services and provide support to the department's outreach programs. The procurement process has been coordinated in close collaboration with Fleet Services and Purchasing, ensuring adherence to established guidelines and seeking the most reasonable price. Collaboration with these departments ensures compliance with procurement procedures and utilization of approved vendors previously used by other county departments for similar vehicle acquisition.

The Purchasing and Fleet Services Department requests an additional \$1,000,000 increase to previously submitted estimates for an amended annual budget. The amount reflects new state funds allocated to the RCOoA, for which the department is requesting to source and purchase commuter vans to support its Nutrition Outreach program efforts.

Impact on Residents and Businesses

The vehicle will be used to conduct RCOoA business operations to support community outreach and promote nutrition, health, and wellness free of charge to aging residents and vulnerable adults of Riverside County.

Additional Fiscal Information

There is no impact on the County General Fund. The purchase is 100% state funded by the California Department of Aging.

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ATTACHMENT:


ATTACHMENT A: Schedule A - Fiscal Year 2023/2024

Increase in Revenues:

45300-73005000000-777620 Vehicle Cost Recovery \$1,000,000

Increase in Appropriations:

45300-73005000000-546320 Vehicles – Cars/Light Trucks \$1,000,000


Heydee Koury, Sr Accountant - Auditor 8/17/2023


Meghan Hahn, Deputy Director of Procurement 8/16/2023


Brianna Lontajo, Principal Management Analyst 8/22/2023