



CYNTHIA D. BANKS
Director

**COMMUNITY AND SENIOR SERVICES
OF LOS ANGELES COUNTY**

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"To Enrich Lives Through Effective And Caring Service"

BOARD OF SUPERVISORS

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January 12, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

16 JAN 12 2010

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL TO EXECUTE GRANT FUNDED ELDERLY NUTRITION PROGRAM
CONTRACT WITH WISE & HEALTHY AGING
(THIRD SUPERVISORIAL DISTRICT) (3-VOTES)**

SUBJECT

Community and Senior Services (CSS) seeks delegated authority to execute: 1) an Elderly Nutrition Program (ENP) contract with WISE & Healthy Aging; 2) contract amendments within the contract term to increase or decrease contract amounts; and 3) Cost of Living Adjustments (COLA) to the contract agency. The ENP provides nutritional meals to eligible older adults at strategically located congregate sites and home-delivered meals to homebound older adults.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the Director of CSS, or designee, from the Los Angeles County Area Agency on Aging (AAA), Planning and Service Area (PSA) 19, to execute a contract with WISE & Healthy Aging for the provision of elderly nutrition services through the Congregate Meal Program (Title III C-1), Home-Delivered Meals Program/Telephone Reassurance Program (Title III C-2 and Title III-B), and Nutrition Services Incentive Program (NSIP) for older adults aged 60+, for the remainder of a four-year contract term effective January 12, 2010 through June 30, 2012, provided that approvals of County Counsel, as to form, and the Chief Executive Office (CEO) are obtained prior to contract execution. Overall funding for the agency is subject to the availability of funds each fiscal year and the agency's performance in meeting the goals of the ENP in the County.

2. Authorize the Director of CSS, or designee, to negotiate and execute amendments with WISE & Healthy Aging to increase or decrease the maximum contract sum based on contractor performance and the availability of funding, after County Counsel approval, as to form, provided that: approval of County Counsel and the CEO are obtained prior to any such amendment; and the Director of CSS confirms in writing to the Board of Supervisors and the CEO within 30 days after execution that such amendments have been executed.
3. Authorize the Director of CSS, or designee, to execute and approve COLA increases or decreases to WISE & Healthy Aging at the Director's discretion, consistent with the County's established policy and County contract language.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will enable CSS to continue administration of the ENP to the Santa Monica area within the 3rd Supervisorial District. On December 1, 2009, CSS received from the City of Santa Monica, written notification of termination of the current four-year ENP contract, for convenience, effective January 12, 2010. The city cited rising costs, and the cost of doing business, as reasons the agency is no longer able to maintain the ENP contract.

CSS canvassed current ENP procured contractors to determine interest and ability in serving this area, and received no favorable responses. Given that this would be considered an area of unmet need that would result in a break in service, WISE & Healthy Aging was identified as the agency most suitable to assume the remainder of the four-year ENP contract. WISE & Healthy Aging is the current sub-contractor with the City of Santa Monica for the provision of ENP services to the city. The City of Santa Monica currently works very closely with WISE & Healthy Aging on a number of other projects as well. In addition, WISE & Healthy Aging is contracted with CSS for other procured programs, including Ombudsman and Integrated Care Management.

The ENP program provides nutritional meals to older adults aged 60+ and their eligible companions. The types of services provided through this program include, but are not limited to, the following: meals served at congregate sites that are designed to maintain or improve the physical and social well-being of mobile older adults through appropriate nutrition services in a group setting, meals delivered to home-bound seniors at their residences to maintain or improve their physical well-being through improved nutrition, and provide telephone reassurance calls to home-delivered meal recipients or to persons on a waiting list receiving frozen meals.

Performance Measures

To comply with federal and state funding source requirements and Los Angeles County's *Performance Counts!* Initiative, CSS has developed the following performance standards to measure program effectiveness for the ENP:

- Sustain or improve seniors health;
- Assist seniors to live independently in their home for as long as possible; and
- Improve or maintain seniors' socialization.

Agencies are required to develop benchmark criteria for each performance standard. CSS will assess the agency's performance during each monitoring visit.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan goals of *Children, Family and Adult Well-Being*.

FISCAL IMPACT/FINANCING

There is no impact on Net County Cost. The ENP is financed with Older Americans Act (OAA) and Older Californians Act (OCA) grant funds received from the California Department of Aging (CDA) annually and is included in CSS' Fiscal Year (FY) 2009-10 Proposed Budget.

The City of Santa Monica's current ENP Contract (contract number AAA-ENP2-0809-016) has a maximum contract sum of \$821,572 for the four-year term of July 1, 2008 through June 30, 2012. The City of Santa Monica's ENP allocation is \$248,501, for the current fiscal year. The City of Santa Monica is estimated to spend \$97,000 by January 12, 2010, leaving approximately \$151,501 for the balance of FY 2009-10. The balance of that amount will be transferred to WISE & Healthy Aging via a contract for a term effective January 12, 2010 through June 30, 2012.

As with the City of Santa Monica through the current ENP contract, WISE & Healthy Aging will also be eligible to receive NSIP funds. NSIP is an additional federal-based subsidy that is available throughout the fiscal year for the nutrition services providers. The subsidy is to supplement the cost for food used in meals served under the OAA, and is based on the number of meals served. These funds are not allocated to each agency, but are paid at a rate of \$0.54 for congregate meals and \$0.60 for home-delivered meals until all funds are exhausted.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The City of Santa Monica was awarded a four-year ENP contract by your Board on June 24, 2008, as a result of a successful Request for Proposal procurement. The contract term is July 1, 2008 through June 30, 2012, contingent upon the availability of funds and contractor performance.

Upon the City of Santa Monica informing CSS of the intention to terminate the current four-year ENP contract, for convenience, effective January 12, 2010, CSS canvassed current ENP procured contractors to determine interest and ability in serving this area and received no favorable responses. Given that this would be considered an area of unmet need that would result in a break in service, WISE & Healthy Aging was identified as the agency most suitable to assume the remainder of the four-year ENP contract. WISE & Healthy Aging is a current sub-contractor to the City of Santa Monica to provide ENP services.

CSS is currently working with the City of Santa Monica and WISE & Healthy Aging to ensure the transition process is seamless and there is no break in service.

The Elderly Nutrition Program contract contains COLA language that is consistent with current County policy.

WISE & Healthy Aging is in compliance with all Board and CEO requirements. The CEO has reviewed and concurs with the recommended actions.

CONTRACTING PROCESS

The City of Santa Monica was awarded the four-year ENP contract by your Board on June 24, 2008, as a result of a successful Request for Proposal procurement.

CSS was informed by the City of Santa Monica that the ENP contract would be terminated, for convenience, effective January 12, 2010. The absence of a service provider in this area would result in an interruption in services beginning January 13, 2010. This would not allow CSS the time needed to conduct a competitive solicitation. Therefore, CSS proceeded to procure services through a Noncompetitive Award under Title 22, Section 7360 of the California Code of Regulations (CCR) with WISE & Healthy Aging.

The ENP contract is not a Proposition A contract in which living wage laws would be applicable. CSS is not capable of providing direct nutrition services. The ENP services are contracted through public and community-based organizations.

Monitoring

CSS' Contract Compliance Division will conduct contract compliance monitoring of all of its AAA contractors. CSS is responsible for ensuring, through its resolution process that the reported monitoring findings are resolved and training is provided to our contractors, if necessary, and/or program policies are developed.

IMPACT ON CURRENT SERVICES

The recommended actions will assure the continuation of ENP services to older adults in the Santa Monica area within the 3rd Supervisorial District by providing approximately 23,000 congregate and home-delivered meals, and enable continued independent living.

CONCLUSION

Upon Board approval, please mail one copy of the adopted Board Letter to Ms. Sonja Ivey-Rojas, CSS, Contract Management Division, 3175 West Sixth Street, Room 403, Los Angeles, CA, 90020. If you need to contact Ms. Ivey-Rojas, her telephone number is (213) 351-8917.

Respectfully submitted,



CYNTHIA D. BANKS
Director

c: Chief Executive Officer
Acting County Counsel
Auditor-Controller
Executive Officer, Board of Supervisors