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510 S. Vermont Avenue, Suite 1100  
Los Angeles, CA 90020  
ad.lacounty.gov  
info@ad.lacounty.gov

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June 10, 2025

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

20 June 10, 2025



EDWARD YEN  
EXECUTIVE OFFICER

Dear Supervisors:

**AUTHORIZATION TO AWARD AND EXECUTE  
FISCAL YEAR 2025-26 SUBAWARDS FOR  
ELDERLY NUTRITION PROGRAM SERVICES**

**(ALL SUPERVISORIAL DISTRICTS)  
(3-VOTES)**

**SUBJECT**

The County of Los Angeles (County) Aging and Disabilities Department (AD) seeks approval and delegated authority to award and execute the Elderly Nutrition Program (ENP) Subaward with seven (7) competitively procured service providers (Subrecipients), for the following nine (9) service areas (Regions): East Gateway Cities Region, Mid Gateway Cities Region, San Gabriel Valley Region, San Fernando Valley Region, Santa Clarita Valley Region, South Bay Region, West Gateway Cities Region (including Central Los Angeles Region), Westside Cities Region, and Antelope Valley Region, and execute amendments with these Subrecipients, as needed, during the Subaward term.

**IT IS RECOMMENDED THAT YOUR BOARD**

1. Approve and authorize AD's Director or designee, to award and execute the ENP Subawards for the term effective July 1, 2025 through June 30, 2026, and subsequently execute up to three (3) annual renewal options for a maximum total Subaward term of four (4) years with the seven (7) Subrecipients, in the combined estimated annual amount of \$21,602,700 (see Attachment I). Allocations to the Subrecipients will be subject to



the availability of funding and are contingent upon each Subrecipient's performance in meeting the goals of ENP, as well as each Subrecipient's adherence to its Subaward terms. AD will obtain County Counsel approval as to the form of the Subawards prior to their execution and will provide written confirmation to Chief Executive Officer (CEO) within thirty (30) working days of completing this action.

2. Approve and authorize AD's Director, or designee, to execute amendments with these Subrecipients, which serve the best interests of the County during the Subaward term as follows: 1) add new, relevant, or updated federal, State, County Subaward and/or other terms and conditions; and, 2) increase or decrease the Subaward amounts (including but not limited to baseline funds, one-time-only funds, and/or supplemental monies), which may exceed ten percent (10%) of the Maximum Subaward Sum, in response to the availability of funding and/or based on Subrecipient's performance provided that: (a) the total allocation does not exceed available funding; (b) AD obtains County Counsel approval as to the form of the amendment prior to any such amendment; and, (c) AD provides written confirmation to the CEO within thirty (30) working days of completing this action.
3. Delegate authority to the Director of AD, or designee, to terminate Subawards with Subrecipient upon their request, and those that have closed or are in default of their Subaward requirement, for subrecipient default or for the convenience of the County, provided: a) County Counsel approval is obtained prior to termination of the Subaward, and b) the Director of AD, or designee, notifies the Board and the CEO in writing within ten (10) business days after such termination.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION(S)**

The California Department of Aging (CDA or State) has designated AD to operate as an Area Agency on Aging (AAA) for all geographic areas of the County, except for the City of Los Angeles, which is served by another government entity. AD receives funding from CDA to administer various social service programs, including ENP, which AD contracts to service providers that AD has divided into the following nine (9) Regions: East Gateway Cities Region, Mid Gateway Cities Region, San Gabriel Valley Region, San Fernando Valley Region, Santa Clarita Valley Region, South Bay Region, West Gateway Cities Region (including Central Los Angeles Region), Westside Cities Region, and Antelope Valley Region. ENP services include congregate meals for mobile older adult clients (age 60 and above), home delivered meals to homebound clients, and grab-n-go meals for clients who need a meal but choose not to have it at the congregate site.

AD conducted a competitive Request for Proposals (RFP) solicitation on February 4, 2025. Upon your Board's approval, we intend to award and execute Subawards to the

following seven (7) successful Proposers: Human Services Association, Jewish Family Service of Los Angeles, ONEgeneration, Southeast Area Social Services Funding Authority, Santa Clarita Valley Committee on Aging Corporation, Young Men's Christian Association of Metropolitan Los Angeles, and YWCA of San Gabriel Valley.

## **IMPLEMENTATION OF STRATEGIC PLAN**

The recommended actions support the following Countywide Strategic Plan Goals:

- North Star 1, Focus Area Goal A, Strategy 2 (Improve Health Outcomes) by promoting comprehensive, inclusive, culturally-responsive competent care, healthy lifestyles, and the improvement of physical health outcomes; and Focus Area Goal D, Strategy 7 (Older Adults & People with Disabilities) by supporting purposeful aging, enhancing service delivery and care, promoting accessibility, and championing an environment where the needs, health, well-being, and rights of older adults, people with disabilities, and those who are dependent are prioritized.
- North Star 2, Focus Area Goal A, Strategy 1 (Population Based Health) by focusing on our County health systems to improve health outcomes of individuals and communities with an emphasis on providing quality, accessible, and culturally responsive services; and Focus Area Goal E, Strategy 1 (Community-Based Institutions & Organizations) by strengthening the capacity, role, and partnerships with community-based institutions and organizations to help serve our communities and strengthen the social fabric within them.

## **FISCAL IMPACT/FINANCING**

The ENP is financed with Older Americans Act (OAA) monies including OAA Title III B (Supportive Services and Senior Centers), Title III C-1 (Nutrition Services), Title III C-2 (Nutrition Services), and Nutrition Services Incentive Program funds. The OAA monies originate from the federal grantor agency, United States Department of Health and Human Services (HHS). The OAA authorizes HHS to grant the federal monies to CDA, the State pass-through entity, and CDA provides this funding to AD to operate the Program. Additionally, AD received funds from the State General Fund in response to the AAA network's legislative proposal, Modernization of Older Californians Act (MOCA), which are intended to enhance and expand services, including supporting and maintaining nutrition services for California's rapidly growing and diverse older adult population. The MOCA funds are available through March 31, 2029.

The ENP funding for the first year of the Subaward term (Fiscal Year 2025-26 OAA and MOCA) is an estimated \$21,602,700. These funds will be included in AD's Fiscal Year 2025-26 Final Adopted Budget. The requested Board authority will allow AD to allocate the OAA funds annually for an estimated total four (4) years (which includes three (3) annual options to renew), and the MOCA funds which are available through March 31, 2029. Funding levels beyond the first year will be contingent upon available funding and

will vary as such. In cases where funding levels are reduced, service levels will be adjusted accordingly.

Federal funding for ENP has been assigned an Assistance Listing Number (ALN) program number as follows:

- OAA Title III B Funds: 93.044 (Special Programs for the Aging-Title III, Part B – Grants for Supportive Services and Senior Centers); Federal grantor is HHS
- OAA Title III C Funds (which includes Title III C-1 and Title III C-2): 93.045 (Special Programs for the Aging-Title III, Part C – Nutrition Services); Federal grantor is HHS
- OAA Nutrition Services Incentive Program Funds: 93.053 (Nutrition Services Incentive Program); Federal grantor is HHS

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Subrecipients are in compliance with all Board and County requirements. The Subawards include standard County terms and conditions in addition to federal and State terms and conditions that are required for AD to administer/operate these programs. County Counsel has confirmed that these Subawards are not subject to the requirements for Proposition A in which living wage laws would be applicable. AD will obtain County Counsel approval as to the form of the Subaward prior to its execution and/or amendment.

The original term of these Subawards will commence on July 1, 2025 through June 30, 2026, with AD having the sole option to extend these Subawards term for three (3) annual renewal options for a maximum total Subaward term of four (4) years.

### **CONTRACTING PROCESS**

On February 4, 2025, AD released a competitive RFP solicitation (in accordance with federal, State, and County procurement standards) under proposal number AAA/MOCA-ENP-2526 RFP. AD was seeking qualified Proposers to provide ENP services Countywide, excluding the City of Los Angeles, which is served by another public agency. Notification of this release occurred as follows:

- Newspaper Publication: AD advertised the RFP in the following newspapers general circulation in Los Angeles County and bordering counties: Los Angeles Times; Daily News; San Gabriel Valley Tribune; Long Beach Press Telegram; Torrance Daily Breeze; Orange County Register; and La Opinion.
- Posting on Internal Services Department (ISD)/Office of Small Business (OSB) Website: In accordance with County requirements, AD posted notification of the RFP

on the ISD website (which also meets the requirement to post on the OSB website) using multiple commodity/service codes associated with ENP Services. Based on WebVen registered vendors associated with those commodity/service codes, this notification was sent to approximately 4,423 potential Proposers.

- GovDelivery Notifications: AD utilizes GovDelivery, a web-based email subscription management system, which includes approximately 4,230 vendors that have signed up to receive news and information pertaining to contracting opportunities with AD. These vendors were notified regarding the release of this RFP.

A mandatory Proposers' conference was held to address questions received from potential Proposers, and no protests were received in response to the solicitation requirements.

AD received thirteen (13) proposals in response to the RFP. In accordance with County requirements, the proposals were reviewed and three (3) were determined to be unresponsive and ten (10) were determined to be responsive and responsible. Evaluations were conducted by teams comprised of individuals from AD, who were subject matter experts in various areas including program operations, contract development, and finance/accounting. There were no protests in response to these evaluations and the recommendation of the awards.

In accordance with Board Policy 5.130 (Contracting with Community Business Enterprise Firms) requiring disclosure of information pertaining to Community Business Enterprise (CBE) firms, AD has reflected this information in Attachment II. On final analysis and consideration of these awards, the successful Proposers were selected without regard to race, creed, or color.

### **MONITORING REQUIREMENTS**

Administrative, programmatic, and fiscal monitoring of the Subrecipients will be conducted on an annual basis to ensure Subaward compliance. Administrative and programmatic monitoring are completed by AD's Compliance Division. Fiscal monitoring is conducted by an approved vendor procured through the Los Angeles County Auditor-Controller's Master Agreement for As-Needed Contract Audits/Studies.

### **IMPACT ON CURRENT SERVICES**

Approval of the recommended actions will allow for the continued provision of ENP services to clients in the areas served by these Subrecipients. These services provide vital support to and resources to the residents of Los Angeles County (excluding the City of Los Angeles). As such, it is in the County's best interest to execute these subawards.

The Honorable Board of Supervisors

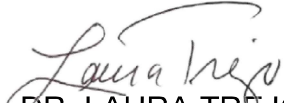
June 10, 2025

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## **CONCLUSION**

Upon your approval of the recommended actions, AD's Director, or designee, will proceed to execute the Subaward, and any future amendments as noted herein. Should you have any questions, please contact me directly, or your staff may contact Victoria Jump, Assistant Director, at [VJump@ad.lacounty.gov](mailto:VJump@ad.lacounty.gov).

Respectfully Submitted,

  
DR. LAURA TREJO  
Director

LT:LS:VJ:MT:IP:bf

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors

Enclosure

## ATTACHMENT I

### Fiscal Year (FY) 2025-26 Elderly Nutrition Program (ENP) Allocations

SUBRECIPIENT	REGION	SD	ALLOCATION AMOUNT <sup>(1)</sup>		TOTAL	ESTIMATED NUMBER OF MEALS TO BE SERVED
			OAA	MOCA		
HSA	West Gateway Cities (including Central Los Angeles)	1, 2, 4	\$2,334,800	\$472,300	\$2,807,100	275,000
	Mid Gateway Cities	4	\$2,952,100	\$596,900	\$3,549,000	353,000
JFS	Westside Cities	2, 3	\$871,200	\$176,200	\$1,047,400	89,300
ONEgeneration	San Fernando Valley	3, 5	\$516,300	\$104,200	\$620,500	61,400
SASSFA	East Gateway Cities	1, 4	\$1,369,100	\$276,900	\$1,646,000	141,300
SCVCOA	Antelope Valley	5	\$2,252,600	\$455,800	\$2,708,400	211,900
	Santa Clarita Valley	5	\$1,684,800	\$340,900	\$2,025,700	186,600
YMCA	South Bay	2, 4	\$1,079,600	\$218,400	\$1,298,000	131,400
YWCA of SGV	San Gabriel Valley	1, 4, 5	\$4,908,000	\$992,600	\$5,900,600	476,800
<b>GRAND TOTAL</b>			<b>\$17,968,500</b>	<b>\$3,634,200</b>	<b>\$21,602,700</b>	<b>1,926,700</b>

**Note:**

(1) The FY 2025–26 allocations were determined through an analysis of historical data and service delivery needs across all regions. By comparing this data across regions, funding was assigned to ensure fair and proportionate allocations.

**Legend of Proposer Names:**

HSA: Human Services Association  
JFS: Jewish Family Service of Los Angeles  
SASSFA: Southeast Area Social Services Funding Authority  
SCVCOA: Santa Clarita Valley Committee on Aging Corporation  
YMCA: Young Men's Christian Association of Metropolitan Los Angeles  
YWCA of SGV: YWCA of San Gabriel Valley



## Attachment II

### Los Angeles County Aging & Disabilities Department

#### Community Business Enterprise Program Information

<b>FIRM INFORMATION *</b>	<b>Human Services Association</b>	<b>Jewish Family Service of Los Angeles</b>	<b>ONE Generation</b>	<b>Southeast Area Social Services Funding Authority</b>	<b>Santa Clarita Valley Committee on Aging Corporation</b>	<b>Young Men's Christian Association of Metropolitan Los Angeles</b>	<b>YWCA of San Gabriel Valley</b>
<b>BUSINESS STRUCTURE</b>	<b>Non-Profit</b>	<b>Non-Profit</b>	<b>Non-Profit</b>	<b>Joint Powers Agency</b>	<b>Non-Profit</b>	<b>Non-Profit</b>	<b>Non-Profit</b>
<b>CULTURAL/ETHNIC COMPOSITION</b>	<b>NUMBER / % OF OWNERSHIP</b>						
<b>OWNERS/PARTNERS/BOARD</b>	Black/African American	0 %	0 %	6 %	0 %	8 %	8 %
	Hispanic / Latino	86 %	4 %	52 %	50 %	0 %	67 %
	Asian / Pacific Islander	14 %	0 %	9 %	0 %	15 %	15 %
	American Indian	0 %	0 %	0 %	0 %	0 %	2 %
	Subcontinent Asian	0 %	0 %	4 %	0 %	0 %	0 %
	White	0 %	96 %	29 %	50 %	77 %	8 %
	Female (Included Above)	57 %	52 %	83 %	17 %	62 %	87 %

\* Information was provided by Proposers in response to the RFP (AAAMOCA-ENP-2526 RFP). On final analysis and consideration of award, successful Proposers were selected without regard to race, creed, or color.