



Staff Report

File #: TMP-2048, **Version:** 1

MEETING DATE:

MARCH 26, 2024

SUBJECT:

RESOLUTION NO. 2024-9274 - AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE COUNTY OF SAN DIEGO AGING AND INDEPENDENT SERVICES FOR THE SENIOR NUTRITION PROGRAM WITH RELATED OPTIONS TO EXTEND, AND TO NEGOTIATE, FINALIZE, AND EXECUTE ANY ELIGIBLE CONTRACT AWARDS AND ASSOCIATED PROCUREMENT-RELATED DOCUMENTS (COUNTY CONTRACT NUMBER 570898)

Recommendation

ADOPT a resolution authorizing the City Manager to execute an agreement with the County of San Diego Aging and Independence Services for the Senior Nutrition Program with three (3) one-year options to extend, which Program provides meals and transportation services on a cost reimbursement basis, and to negotiate, finalize, and execute any eligible subcontract award(s) and procurement related documents which this grant is intended to fund.

Board or Commission Action

Not applicable

Relevant Council Strategic Theme

Quality of Life

Dynamic and Responsive Service Delivery

Executive Summary

The Senior Nutrition Program, which began in the County of San Diego in 1975, is funded through Title III of the Older Americans Act, a federal program administered by the State and the County and operated under rules, policies, and regulations of the California Department of Aging (CDA). Aging and Independence Services (AIS) is an agency that oversees this program for the County of San Diego.

Since 1982 the City of San Marcos has contracted with the County to provide meals and transportation services targeting primarily low-income seniors 60 years of age and above. For the past 42 years, the City of San Marcos and The County of San Diego Aging and Independence Services agency have formed a successful partnership in providing transportation and meal services. In calendar year 2023, the City of San Marcos supplied 13,253 meals and 3,090 bus rides to lunch.

Discussion

On September 20, 2023, the County of San Diego issued a Request for Proposal (RFP) #12715 seeking proposals from eligible firms interested in providing Senior Nutrition Program Services. Staff completed and

submitted a proposal on October 26, 2023. On February 5, 2024, City staff were notified of the County's intent to award a contract with the City of San Marcos. On March 5, 2024, a new contract was received for a maximum amount not to exceed four hundred seventy-six thousand two hundred forty-five dollars and sixty-eight cents (\$476,245.68) to continue providing nutrition services to seniors.

Environmental Review

The action being considered by the City Council is exempt from the California Environmental Quality Act (CEQA) because it is not a "project" under Section 15378(b)(5) of CEQA Guidelines. The action involves an organizational or administrative activity of government that will not result in direct or indirect physical change in the environment.

Funding Breakdown

In accordance with the Agreement, for the initial period of April 1, 2024, through March 31, 2025, the City will be reimbursed \$134,061.42. The revenue and associated expenses will be budgeted in the Fiscal Year 2024-2025 Operations and Maintenance Budget in Fund 206.

For the subsequent three (3) one-year option periods, the County of San Diego funds will be included in the budget for reimbursement to the City in an amount not to exceed \$114,061.42 per one-year term for meals and transportation, broken down as follows:

Period	Transportation	Meals	Annual Not to Exceed Reimbursement
4/1/25-3/31/26	\$22,999.90	\$91,061.52	\$114,061.42
4/1/26-3/31/27	\$22,999.90	\$91,061.52	\$114,061.42
4/1/27-3/31/28	\$22,999.90	\$91,061.52	\$114,061.42

The total maximum amount to be reimbursed and paid to the City by the County shall not exceed four hundred seventy-six thousand two hundred forty-five dollars and sixty-eight cents (\$476,245.68).

Fiscal Impact

There is no fiscal impact to the FY 2023-2024 Operations & Maintenance budget. Any revenue and expenses in subsequent fiscal years, including required City Matching Funding of 11.11% (cash or in-kind contributions) will be budgeted in the City's annual Operations and Maintenance Budget in Fund 206 and subject to City Council approval.

Attachment(s)

1. Resolution - Authorizing the City Manager to execute an agreement and related options to extend the Senior Nutrition Program (County Contract Number 570898).
2. County Contract Number 570898 Agreement with City of San Marcos for Senior Nutrition Program.

Prepared by: Evelyn Slay, Senior Management Analyst

Submitted by: Evelyn Slay, Senior Management Analyst

Reviewed by: Mark Olson, Parks & Recreation Director

Approved by: Michelle Bender, City Manager