



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System



**Date:** July 22, 2013  
**Board Meeting Date:** September 10, 2013  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Jean S. Fraser, Chief, Health System  
Lisa Mancini, Director, Aging and Adult Services

**Subject:** Agreement with the City of San Bruno

**RECOMMENDATION:**

Adopt a Resolution authorizing an agreement with the City of San Bruno to provide congregate nutrition and transportation services, for the term of July 1, 2013 through June 30, 2014, in an amount not to exceed \$119,282.

**BACKGROUND:**

On April 9, 2013, your Board as the Area Agency on Aging (AAA) approved the AAA FY 2013-14 Update to the Area Plan for Older Adults and Adults with Disabilities (Plan). This Plan provides a profile of the County's senior population, identifies activities to improve and expand existing services, as well as to develop new programs designed to address current countywide needs, and recommends services to be funded with San Mateo County's Older Americans Act (OAA) funding allocations.

In November 2012, Aging and Adult Services issued a Request for Proposals (RFP) for the provision of services to older adults and adults with disabilities for the term July 1, 2013 through June 30, 2015. The City of San Bruno was selected by the RFP Evaluation Committee to provide congregate nutrition and transportation services for the aforementioned term.

**DISCUSSION:**

The City of San Bruno will provide congregate nutrition meals at the San Bruno Senior Center to individuals 60 years or older with an emphasis on those in economic and social need with particular attention to low-income minority individuals, older individuals with limited English proficiency and older individuals residing in rural areas. In addition, the City of San Bruno will provide nutrition education to promote better health by providing accurate and culturally sensitive nutrition, physical fitness, or health (as it relates to nutrition) information and instruction to participants' caregivers or participants

in a group or individual setting overseen by a dietitian or individual of comparable expertise. The City of San Bruno will also provide transportation services to older adults and adults with disabilities.

Aging and Adult Services (AAS) requests your Board to authorize the Chief of the Health System or designee to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the term or services is/are within the current or revised fiscal provisions.

The agreement and Resolution have been reviewed and approved by County Counsel as to form. The Contractor meets insurance certification requirements.

The Contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as other contract provisions that are required by County ordinance or memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits. The agreement is on the Continuing Resolution.

The agreement with the City of San Bruno contributes to the Shared Vision 2025 outcome of a Healthy Community by providing congregate nutrition and transportation services to older adults and adults with disabilities. Through these and other community-based services funded through the OAA, it is anticipated that 95% of at-risk individuals will be maintained in a least restrictive setting through case management.

**PERFORMANCE MEASURE(S):**

<b>Measure</b>	<b>FY 2013-13 Estimate</b>	<b>FY 2014-15 Projected</b>
Percent of at-risk individuals maintained in a least restrictive setting through case management	95%	95%

**FISCAL IMPACT:**

The term of the agreement is July 1, 2013 through June 30, 2014, in an amount not to exceed \$119,282. Of this amount, \$112,040 will be funded through OAA funding. The remaining \$7,242 is the Net County Cost. Funds for these services have been included in the AAS FY 2013-14 Recommended Budget. Payment provisions for these services are essentially the same as the prior contract.