



AGENDA STAFF REPORT

Control: 26001120

MEETING DATE: 05/19/2026

LEGAL ENTITY TAKING ACTION: Board of Supervisors

BOARD OF SUPERVISORS DISTRICT(S): All Districts

SUBMITTING AGENCY/DEPARTMENT: OC Community Resources

DEPARTMENT CONTACT PERSON(S): Dylan Wright, 714-480-2788
Renee Ramirez, 714-480-6483

SUBJECT: Renewal of Adult Day Care Services Contract

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	DISCUSSION
		3 Votes Board Majority

Budgeted: N/A	Current Year Cost: N/A	Annual Cost: FY 2026-27 \$82,360
Staffing Impact: No	Funding Source: FED (Older Americans Act): 100%	Sole Source: Yes
Current Fiscal Year Revenue: N/A		County Audit in Last 3 years: No

Levine Act Review Completed? Yes

Prior Board Action: 4/22/2025 #30, 12/17/2024 #S31E

RECOMMENDED ACTION(S):

1. Authorize the County Procurement Officer or Deputized designee to execute Amendment Number Four to Contract with Rothrock Senior Care Services, Inc. for Supportive Services - Adult Day Care Program services to renew the Contract in an amount not to exceed \$82,360, effective July 1, 2026, through June 30, 2027, for a revised cumulative total amount not to exceed \$239,720.
2. Authorize the County Procurement Officer or Deputized designee to execute future amendments to the Contract with Rothrock Senior Care Services, Inc. that either (1) are ministerial, non-material, or otherwise administrative in nature, program-specific and consistent with the original scope of work, as determined by the OC Community Resources Director or designee; or (2) increase the Contract amount up to the maximum annual allocation awarded by the California Department of Aging for the Contract term, without further Board of Supervisors action; provided all amendments are in accordance with applicable County policies, California Department of Aging guidance or regulations and state contract terms.
3. Authorize the County Procurement Officer or Deputized designee to review and approve subsequent subcontractor requests as necessary, pursuant to section 3.3-130 of the Contract Policy Manual,

without further Board of Supervisors action, provided the County Procurement Officer or Deputized designee performs the required due diligence and establishes that the proposed subcontractor is qualified to perform services under the Contract, the addition of a subcontractor does not affect the overall scope of work, and the addition of the subcontractor does not increase the Contract's not to exceed amount.

SUMMARY:

Approval of Amendment Number Four to Contract with Rothrock Senior Care Services, Inc. will ensure continued Adult Day Care services to provide Orange County older adults with social, nutritional and recreational support in a supervised setting at specialized centers.

BACKGROUND INFORMATION:

OC Community Resources/Office on Aging (OCCR/OoA) administers contracts for Older Americans Act programs and services funded by the California Department of Aging (CDA). These programs support independent living and promote healthy aging. Adult Day Care provides older adults with social, nutritional and recreational support in a supervised setting at specialized centers.

OCCR/OoA contracts with Rothrock Senior Care Services, Inc. (Contractor) to provide Adult Day Care services (Services). Services may include creative, cognitive, physical, therapeutic and music activities.

On December 17, 2024, Board of Supervisors (Board) approved the Assignment, Assumption and Consent Agreement transferring Contract No. MA-012-24011692 (Contract) from Alzheimer's Orange County to Contractor. See table below for Contract execution and amendment information.

Board Meeting Date	Contract or Amendment Number	Contract Term	Maximum Obligation	Action
N/A	Original Contract MA-012-24011692	July 1, 2024 – June 30, 2025	\$75,000	Sole source Contract
December 17, 2024	Assignment, Assumption and Consent Agreement and Amendment Number One	July 1, 2024 – June 30, 2025	N/A	Board approved.
April 22, 2025	Amendment Number Two	July 1, 2025 – June 30, 2026	\$160,000	Board approved Contract renewal for \$85,000.
N/A	Amendment Number Three	July 1, 2025 - June 30, 2026	\$157,360	Administratively executed to decrease Contract amount by \$2,640.*

*Adjustment was required to align with CDA's actual allocation.

The Contractor's FY 2025-26 performance indicates they are on track to meet expected Contract performance goals.

Contractor Performance Measures

Performance Measure	FY 2025-26 Contract Goal	FY 2025-26 Year-to-Date Performance (July - Mar)	FY 2025-26 Year-to-Date Performance % (July - Mar)	FY 2026-27 Proposed Contract Goal
Number of Adult Day Care Hours	5,000	3,938	79% On track to meet	5,000

OCCR/OoA is now requesting Board approval of Amendment Number Four (Amendment) to Contract with Contractor for Services in an amount not to exceed \$82,360, effective July 1, 2026, through June 30, 2027, for a revised cumulative total amount not to exceed \$239,720. The Contract amount is based on prior CDA allocations, an amendment will be executed once the actual allocation is received from CDA. Under the California Code of Regulations, contract awards are limited to a one-year period with a maximum of three additional one-year renewals; the July 1, 2026, through June 30, 2027, term is the second renewal. A Request for Proposal that includes Adult Day Care services will be conducted during FY 2027-28. The Contract is a sole source contract.

OCCR/OoA is also requesting continued delegated authority to execute future amendments to the Contract with the Contractor that are ministerial, non-material or administrative, program-specific and consistent with the original scope of work as determined by the OCCR Director, or designee, in accordance with applicable County policies, California Department of Aging guidance or regulations, state contract terms, and/or increase the Contract amount up to the maximum annual allocation from the CDA for the term of the Contract.

In addition, OCCR/OoA is requesting Board authorize the County Procurement Officer or Deputized designee to review and approve subsequent subcontractor requests as necessary, pursuant to section 3.3-130 of the Contract Policy Manual, without further Board of Supervisors action, provided the County Procurement Officer or Deputized designee performs the required due diligence and establishes that the proposed subcontractor is qualified to perform services under the Contract, the addition of a subcontractor does not affect the overall scope of work, and the addition of the subcontractor does not increase the Contract’s not to exceed amount.

Contractor’s performance under this Contract has been confirmed as satisfactory. OCCR/OoA has verified there are no concerns that must be addressed with respect to the Contractor’s ownership/name, litigation status or conflicts with County interests. The appropriate due diligence has been conducted and the Contractor has been verified to be in good standing. The Orange County Preference Policy is not applicable to this Contract amendment.

The Contract does currently include the use of subcontractors or pass through to other providers. Due to the nature of the services and program needs, the addition of subcontractors may become necessary and may require prompt approval. Under the terms of the Contract, any request to add subcontractor(s) must receive prior written approval from the County Procurement Officer or deputized designee. If a request to approve a subcontractor would affect the overall scope of work and/or Contract amount, in excess of the Contract’s not to exceed amount, or otherwise fall outside the scope of the authority granted, OCCR/OoA will bring the item back to the Board for approval. See Attachment A for Contract Summary Form.

FINANCIAL IMPACT:

Appropriations for this Contract will be included in Budget Control 012 FY 2026-27 Budget.

The Contract includes a provision stating that the Contract is subject to, and contingent upon, applicable budgetary appropriations approved by the Board for each fiscal year during the term of the Contract. In the event funding is terminated or reduced, the County may terminate the Contract, reduce the County's maximum obligation or modify the Contract without penalty with 10 days written notice.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A - Contract Summary Form

Attachment B - Amendment Number Four to Contract No. MA-012-24011692 with Rothrock Senior Care Services, Inc.