

**CITY OF OCEANSIDE****PROFESSIONAL SERVICES AGREEMENT****PROJECT: Supportive Housing and Diversion Services**

THIS AGREEMENT, dated January, 1, 2026, for identification purposes, is made and entered into by and between the CITY OF OCEANSIDE, a municipal corporation, hereinafter designated as "CITY", and Interfaith Community Services Inc, hereinafter designated as "CONSULTANT."

**NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:**

1. **SCOPE OF WORK.** The project is more particularly described as follows: The project is more particularly described as follows: Interfaith Community Services will provide social workers to coordinate with OHA staff, utilize CES and Clarity as applicable, and collaborate with partner agencies to support Housing Choice Voucher and other related housing placements, retention, and as needed service coordination. Services will include diversion strategies designed to reduce entries into homelessness and support rapid resolution of housing crises through client-centered problem-solving conversations, mediation, resource navigation, and linkage to community-based supports. When appropriate and available, staff may assist participants in accessing Resolution Strategies or other flexible housing resources intended to support housing stabilization, reunification, relocation assistance, landlord engagement, or other short-term interventions that support permanent housing outcomes. See Exhibit A: Scope of Work.
2. **INDEPENDENT CONTRACTOR.** CONSULTANT'S relationship to the CITY shall be that of an independent contractor. CONSULTANT shall have no authority, express or implied, to act on behalf of the CITY as an agent, or to bind the CITY to any obligation whatsoever, unless specifically authorized in writing by the CITY. CONSULTANT shall be solely responsible for the performance of its employees, agents, and subcontractors under this Agreement, including the training of each employee regarding the rights and responsibilities of an employer and employee for any potential discrimination or harassment claim under state or federal law. CONSULTANT shall report to the CITY any and all employees, agents, and consultants performing work in connection with this project, and all shall be subject to the approval of the CITY.
3. **WORKERS' COMPENSATION.** Pursuant to Labor Code section 1861, the CONSULTANT hereby certifies that the CONSULTANT is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in

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coverage provided to the City as additional insured shall be primary insurance and other insurance maintained by the City of Oceanside, its officers, agents, and employees shall be excess only and not contributing with insurance provided pursuant to this Section.

- 4.5** All insurance companies affording coverage to the CONSULTANT pursuant to this agreement shall be insurance organizations admitted by the Insurance Commissioner of the State of California to transact business of insurance in the state or be rated as A-X or higher by A.M. Best.
- 4.6** CONSULTANT shall provide thirty (30) days written notice to the CITY should any policy required by this Agreement be cancelled before the expiration date. For the purposes of this notice requirement, any material change in the policy prior to the expiration shall be considered a cancellation.
- 4.7** CONSULTANT shall provide evidence of compliance with the insurance requirements listed above by providing, at minimum, a Certificate of Insurance and applicable endorsements, in a form satisfactory to the City Attorney, concurrently with the submittal of this Agreement.
- 4.8** CONSULTANT shall provide a substitute Certificate of Insurance no later than thirty (30) days prior to the policy expiration date. Failure by the CONSULTANT to provide such a substitution and extend the policy expiration date shall be considered a default by CONSULTANT and may subject the CONSULTANT to a suspension or termination of work under the Agreement.
- 4.9** Maintenance of insurance by the CONSULTANT as specified in this Agreement shall in no way be interpreted as relieving the CONSULTANT of any responsibility whatsoever and the CONSULTANT may carry, at its own expense, such additional insurance as it deems necessary.
- 5. PROFESSIONAL ERRORS AND OMISSIONS INSURANCE.** Throughout the duration of this Agreement and four (4) years thereafter, the CONSULTANT shall maintain professional errors and omissions insurance for work performed in connection with this Agreement in the minimum amount of Two Million Dollars (\$2,000,000.00).

CONSULTANT shall provide evidence of compliance with these insurance requirements by providing a Certificate of Insurance.

- 6. CONSULTANT'S INDEMNIFICATION OF CITY.** To the greatest extent allowed by law, CONSULTANT shall indemnify and hold harmless the CITY and its officers, agents and employees against all claims for damages to persons or

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property arising out of CONSULTANT's work, including the negligent acts, errors or omissions or wrongful acts or conduct of the CONSULTANT, or its employees, agents, subcontractors, or others in connection with the execution of the work covered by this Agreement, except for those claims arising from the willful misconduct, sole negligence or active negligence of the CITY, its officers, agents, or employees. CONSULTANT'S indemnification shall include any and all costs, expenses, attorneys' fees, expert fees and liability assessed against or incurred by the CITY, its officers, agents, or employees in defending against such claims or lawsuits, whether the same proceed to judgment or not. Further, CONSULTANT at its own expense shall, upon written request by the CITY, defend any such suit or action brought against the CITY, its officers, agents, or employees resulting or arising from the conduct, tortious acts or omissions of the CONSULTANT.

CONSULTANT'S indemnification of CITY shall not be limited by any prior or subsequent declaration by the CONSULTANT.

7. **COMPENSATION.** CONSULTANT'S compensation for all work performed in accordance with this Agreement, shall not exceed the total contract price of \$303,716.

No work shall be performed by CONSULTANT in excess of the total contract price without prior written approval of the CITY. CONSULTANT shall obtain approval by the CITY prior to performing any work that results in incidental expenses to CITY.

8. **TIMING REQUIREMENTS.** Time is of the essence in the performance of work under this Agreement and the timing requirements shall be strictly adhered to unless otherwise modified in writing. All work shall be completed in every detail to the satisfaction of the CITY by June 30, 2027.

9. **ENTIRE AGREEMENT.** This Agreement comprises the entire integrated understanding between CITY and CONSULTANT concerning the work to be performed for this project and supersedes all prior negotiations, representations, or agreements.

10. **INTERPRETATION OF THE AGREEMENT.** The interpretation, validity and enforcement of the Agreement shall be governed by and construed under the laws of the State of California ("State"). The Agreement does not limit any other rights or remedies available to CITY.

The CONSULTANT shall be responsible for complying with all local, state, and federal laws whether or not said laws are expressly stated or referred to herein.

Should any provision herein be found or deemed to be invalid, the Agreement shall

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be construed as not containing such provision, and all other provisions, which are otherwise lawful, shall remain in full force and effect, and to this end the provisions of this Agreement are severable.

11. **PROTECTION OF PERSONAL INFORMATION.** “Personal information” means information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular consumer or household, as more fully defined in California Civil Code section 1798.140. The CONSULTANT shall not collect any Personal Information except as is necessary for performance of obligations under this Agreement or otherwise required by law. The CONSULTANT shall protect, according to reasonable industry standards, the privacy and security of any Personal Information to which CONSULTANT has access in connection with this Agreement and shall not disclose such Personal Information to any third party or government agency, including federal immigration enforcement agents, unless required by this Agreement or by State or federal law.
12. **AGREEMENT MODIFICATION.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by the parties hereto.
13. **TERMINATION OF AGREEMENT.** Either party may terminate this Agreement by providing thirty (30) days’ written notice to the other party. If any portion of the work is terminated or abandoned by the CITY, then the CITY shall pay CONSULTANT for any work completed up to and including the date of termination or abandonment of this Agreement. The CITY shall be required to compensate CONSULTANT only for work performed in accordance with the Agreement up to and including the date of termination.

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14. **SIGNATURES.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY.

IN WITNESS WHEREOF, the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Professional Services Agreement to be executed by setting hereunto their signatures on the dates set forth below.

CONSULTANT NAME  
By:   
Greg Anglea, Chief Executive Officer  
By: \_\_\_\_\_  
Name/Title  
95-3837714  
Employer ID No.

CITY OF OCEANSIDE  
By: \_\_\_\_\_  
City Manager  
APPROVED AS TO FORM:  
\_\_\_\_\_  
City Attorney

**NOTARY ACKNOWLEDGMENTS OF CONSULTANT MUST BE ATTACHED.**

**CALIFORNIA ACKNOWLEDGMENT**

**CIVIL CODE § 1189**

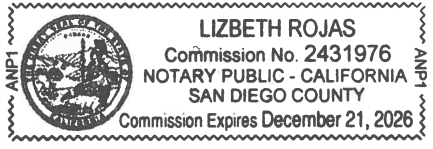
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }  
County of SAN DIEGO

On June 12<sup>th</sup>, 2026 before me, Lizbeth Rojas, Notary Public  
*Date Here Insert Name and Title of the Officer*

personally appeared Gregory Austin Angleda  
*Name(s) of Signer(s)*

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Handwritten Signature]  
*Signature of Notary Public*

Place Notary Seal and/or Stamp Above

**OPTIONAL**

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

**Description of Attached Document**

Title or Type of Document: Oceanside Housing Authority Case Management ↗  
Housing Navigation Services  
Document Date: 6/12/26 Number of Pages: 12

Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: Gregory Austin Angleda Signer's Name: \_\_\_\_\_  
 Corporate Officer – Title(s): \_\_\_\_\_  Corporate Officer – Title(s): \_\_\_\_\_  
 Partner –  Limited  General  Partner –  Limited  General  
 Individual  Attorney in Fact  Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  Trustee  Guardian or Conservator  
 Other: Chief Executive Officer  Other: \_\_\_\_\_  
Signer is Representing: Interfaith Community Services Signer is Representing: \_\_\_\_\_

**EXHIBIT A  
SCOPE OF WORK**

**City of Oceanside Housing Department Case Management, Housing Navigation, Diversion, and  
Housing Stabilization Services  
*Interfaith Community Services, Inc.***

**1. Contract Alignment**

<b>Project</b>	Supportive Housing and Diversion Services
<b>Consultant</b>	Interfaith Community Services, Inc.
<b>City Oversight</b>	City of Oceanside Housing Department
<b>Term</b>	January 1, 2026 through June 30, 2027
<b>Professional Services Agreement Amount</b>	Not to exceed \$303,716
<b>Grant Alignment</b>	RTFH HHAP/Diversion and Resolution Strategies requirements, as applicable

**2. Program Purpose**

Interfaith Community Services, Inc. ("Consultant") shall provide case management, housing navigation, diversion, and housing stabilization services in coordination with the City of Oceanside Housing Department ("Housing Department"). Services shall support individuals and households experiencing homelessness, at risk of homelessness, or participating in Housing Department-administered housing programs, including voucher and project-based housing programs.

The program is intended to support rapid access to permanent housing, housing stability and retention, reduced returns to homelessness, and coordinated service delivery among the Housing Department, Consultant, the Regional Task Force on Homelessness ("RTFH"), landlords, and community-based service providers. This Scope of Work aligns with the Professional Services Agreement for Supportive Housing and Diversion Services and applicable RTFH grant agreements.

For purposes of this Scope of Work, references to the City of Oceanside Housing Department or Housing Department include Housing Department staff responsible for administration, coordination, and oversight of the housing programs and services described herein.

**3. Geographic Area**

Services funded under this Scope of Work shall be provided to eligible participants residing in or receiving services within the City of Oceanside.

**4. Target Population**

The program shall serve eligible Oceanside individuals and households, including:

1. Persons experiencing homelessness or at risk of homelessness;
2. Persons participating in or eligible for Housing Department-administered housing programs;
3. Housing Choice Voucher participants requiring housing search, placement, or retention support;
4. Emergency Housing Voucher participants;
5. Mainstream Voucher participants, including non-elderly persons with disabilities;
6. Participants in project-based voucher housing, including permanent supportive housing;
7. Households requiring diversion, housing navigation, or flexible financial assistance to resolve a housing crisis.

## **5. Staffing**

Consultant shall provide:

1. Two full-time case managers or social workers assigned to support Housing Department services; and
2. Program management and supervisory support necessary to ensure service quality, contract compliance, coordination, and reporting.

Consultant staff shall coordinate closely with Housing Department staff, RTFH systems, and approved partner agencies to support housing placement, housing retention, and rapid resolution of housing crises.

## **6. Scope of Services**

### **A. Referral Response, Intake, and Assessment**

Consultant shall:

1. Respond to referrals from Housing Department staff and approved partner agencies;
2. Conduct participant engagement, intake, assessment, and service planning;
3. Assist participants in gathering eligibility documents and completing required forms;
4. Identify participant needs, barriers, and housing goals;
5. Develop client-centered service plans with short- and long-term housing stability goals and update plans as needed.

### **B. Housing Navigation and Placement Support**

Consultant shall:

1. Assist participants with housing searches and unit identification;
2. Support communication with landlords and property managers;
3. Assist with housing applications, lease-up requirements, and related documentation;
4. Coordinate with Housing Department staff during eligibility determination, inspection, and lease-up processes;
5. Assist participants in accessing available financial resources for housing-related costs, when eligible and available.

### **C. Housing Stabilization and Retention**

Consultant shall:

1. Provide stabilization services to assist participants in maintaining housing;
2. Respond to tenancy challenges that may result in eviction, loss of voucher assistance, or housing instability;
3. Support conflict resolution between participants, landlords, property managers, and service providers;
4. Assist participants with annual recertification requirements, inspection-related concerns, and compliance with applicable housing program requirements;
5. Provide ongoing support to promote long-term housing stability.

### **D. Diversion and Rapid Resolution Services**

Consultant shall provide diversion-focused services intended to help households resolve housing crises quickly and avoid unnecessary entry into the homeless response system. Services may include:

1. Client-led problem-solving conversations;
2. Mediation with family, friends, landlords, or other support networks;
3. Housing relocation planning;
4. Reunification support;

5. Resource navigation;
6. Connection to community-based supports;
7. Identification of safe and appropriate housing options outside the homeless-dedicated service system, when feasible.

#### **E. Resolution Strategies and Flexible Housing Assistance**

When appropriate and available, Consultant may assist eligible participants in accessing Resolution Strategies or other flexible housing resources. Eligible uses may include:

1. Rental applications;
2. Security deposits;
3. Utility deposits or arrears;
4. Transportation costs;
5. Moving costs;
6. Work-related supplies;
7. Vehicle repairs;
8. DMV fees;
9. Hotel or motel stays as interim housing;
10. Other one-time costs necessary to support diversion, rapid resolution, permanent housing placement, or housing stabilization.

Consultant shall ensure that requests for flexible assistance are reasonable, necessary, connected to a housing solution, and supported by appropriate documentation.

#### **F. Case Management and Supportive Services**

Consultant shall:

1. Provide individualized case management based on participant need;
2. Assist participants in accessing public benefits, income supports, employment resources, health care, behavioral health care, and other community services;
3. Support participants in addressing barriers related to documentation, income, health, disability, tenancy, or household stability;
4. Use motivational, trauma-informed, Housing First, and client-centered engagement strategies;
5. Maintain ongoing contact with participants as needed to support housing stability.

#### **G. Coordination with City of Oceanside Housing Department Staff and Partner Agencies**

Consultant shall:

1. Coordinate regularly with Housing Department staff regarding participant status, eligibility, housing search, lease-up, and retention needs;
2. Maintain working knowledge of applicable Housing Department policies, administrative plan provisions, and Housing Choice Voucher program requirements;
3. Participate in case conferencing, staff meetings, and coordination meetings as requested;
4. Serve as a liaison between participants, Housing Department staff, landlords, property managers, RTFH systems, and service providers;
5. Coordinate with Interfaith Community Services programs and external partners to support continuity of care.

#### **H. HMIS, CES, Clarity, and Data Systems**

Consultant shall:

1. Use the Homeless Management Information System ("HMIS"), Clarity, and Coordinated Entry System ("CES"), as applicable;
2. Enter data accurately and timely in required systems;
3. Complete VI-SPDAT or other applicable assessment tools when required;
4. Comply with applicable HMIS policies, CES policies, and RTFH data standards;
5. Maintain accurate case files and documentation consistent with local, state, federal, Housing Department, and RTFH requirements.

## **7. Documentation and Reporting**

Consultant shall maintain complete and accurate program documentation, including:

1. Referrals received and served;
  2. Participant eligibility documentation;
  3. Service plans;
  4. Case notes and progress notes;
  5. Housing search and placement activity;
  6. Flexible assistance requests and supporting documents;
  7. Service connections and referrals;
  8. Housing outcomes and retention data;
  9. Any other documentation required by the Housing Department, RTFH, or applicable grant agreements.
- Consultant shall provide reports in the form, format, and timeline required by the Housing Department and applicable grant agreements.

## **8. Performance Outcomes**

Consultant shall work toward the following outcomes:

1. Increased exits to permanent housing;
2. Increased housing stability among voucher holders and program participants;
3. Reduced returns to homelessness;
4. Reduced voucher terminations related to non-compliance or instability;
5. Timely response to referrals and participant needs;
6. Increased participant connection to supportive services and community resources;
7. Support for the RTFH outcome of 50 households housed through diversion strategies;
8. Support for applicable Resolution Strategies permanent housing placement outcomes;
9. Support for applicable housing stability targets, including participants maintaining permanent housing for 9 to 12 months when such tracking is required.

## **9. Compliance Requirements**

Consultant shall provide services consistent with:

1. Housing First principles;
2. Trauma-informed care;
3. San Diego Continuum of Care Written Standards;
4. RTFH policies and procedures;
5. CES, HMIS, and Clarity requirements;

6. Applicable City of Oceanside Housing Department requirements;
7. Applicable local, state, and federal laws;
8. Requirements of the RTFH HHAP/Diversion and Resolution Strategies agreements.

### **10. Monitoring and Oversight**

The City of Oceanside Housing Department and/or RTFH may conduct monitoring activities, including file reviews, performance evaluations, fiscal reviews, and data quality reviews. Consultant shall cooperate with monitoring activities and provide requested documentation within required timelines.

### **11. Program Collaboration**

Consultant shall work collaboratively with:

1. City of Oceanside Housing Department staff;
2. Regional Task Force on Homelessness;
3. Interfaith Community Services programs;
4. Landlords and property managers;
5. Community-based service providers;
6. Health, behavioral health, employment, and benefit providers;
7. Other approved partner agencies, as needed to support service delivery and housing outcomes.