

CITY OF OCEANSIDE

PROFESSIONAL SERVICES AGREEMENT

PROJECT: PROJECT NEXT-FOCUSED FUTURES EL CAMINO

THIS AGREEMENT, dated July 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 PROJECT NEXT, hereinafter designated as "CONSULTANT."

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. SCOPE OF WORK. The project is more particularly described as follows:

CONSULTANT will operate the *Focused Futures* program for a minimum of forty (40) El Camino High School youth, ages 16-18, from July 1, 2026 through June 30, 2027 as described in the Scope of Work attached hereto and incorporated herein as Attachment A;

CONSULTANT will recruit students through referrals from school counselors, social workers, Workability Coordinators, and English Learning coordinators, targeting students who meet one or more of the following criteria: socioeconomically disadvantaged, McKinney-Vento and foster youth, English learners, students with disabilities, chronically absent, or history of gang/juvenile justice involvement;

CONSULTANT will offer a sequenced set of services that may include: individualized coaching, career-connected learning, skill/leadership development, Postsecondary/career planning, transition support, application/financial aid support, and follow-up support;

CONSULTANT will employ an on-campus Career Coach to work with enrolled students, track their progress, and collaborate with school staff;

CONSULTANT will provide quarterly follow-up support for enrolled youth for one (1) year post-graduation;

CONSULTANT will submit monthly invoices for authorized grant expenses to the Grant Coordinator with supporting documentation for any expenses claimed by the 15th of the following month;

CONSULTANT will submit a quarterly report to the Grant Coordinator with information about the participants including: number of youth attending; demographics (age, race/ethnicity, income levels, etc.); projects/activities/field trips; surveys/testimonials; partner referrals, and any successes or barriers to program implementation, due no later than the 15th of following month;

CONSULTANT and its participants agree to participate in all Youth Services evaluation requirements and activities;

CONSULTANT will attend monthly OCSP meetings;

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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 accordance with the provisions of that Code, and the CONSULTANT will comply with such provisions, and provide certification of such compliance as a part of this Agreement.
4. **LIABILITY INSURANCE.**
- 4.1. CONSULTANT shall, throughout the duration of this Agreement maintain comprehensive general liability and property damage insurance, or commercial general liability insurance, covering all operations of CONSULTANT, its agents and employees, performed in connection with this Agreement including but not limited to premises and automobile.
- 4.2. CONSULTANT shall maintain liability insurance in the following minimum limits:

Comprehensive General Liability Insurance
(bodily injury and property damage)

Combined Single Limit Per Occurrence	\$ 2,000,000
General Aggregate	\$ 4,000,000*

Commercial General Liability Insurance
(bodily injury and property damage)

General limit per occurrence	\$ 2,000,000
General limit project specific aggregate	\$ 4,000,000

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Automobile Liability Insurance

\$ 2,000,000

*General aggregate per year, or part thereof, with respect to losses or other acts or omissions of CONSULTANT under this Agreement.

CONSULTANT is required to carry Sexual Misconduct coverage on their general liability insurance when working with youth under the age of eighteen (18)

- 4.3** If coverage is provided through a Commercial General Liability Insurance policy, a minimum of 50% of each of the aggregate limits shall remain available at all times. If over 50% of any aggregate limit has been paid or reserved, the CITY may require additional coverage to be purchased by the CONSULTANT to restore the required limits. The CONSULTANT shall also notify the CITY promptly of all losses or claims over \$25,000 resulting from work performed under this contract, or any loss or claim against the CONSULTANT resulting from any of the CONSULTANT'S work.
- 4.4** All insurance companies affording coverage to the CONSULTANT for the purposes of this Section shall add the City of Oceanside as "additional insured" under the designated insurance policy for all work performed under this agreement. Insurance 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

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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.

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

5. **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 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.

6. **COMPENSATION.** CONSULTANT'S compensation for all work performed in accordance with this Agreement, shall not exceed the total contract price of Fifty-Thousand Dollars (\$50,000) as described in the program budget attached hereto and incorporated herein as Attachment B. CONSULTANT agrees to submit all invoices for payment no later than the fifteenth (15th) of the following month.

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.

7. **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

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otherwise modified in writing. All work shall be completed in every detail to the satisfaction of the CITY by June 30, 2027. All final reports shall be submitted no later than thirty (30) days after end of term or July 30, 2027.

8. **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.
9. **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. 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 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.

10. **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.

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11. **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.
12. **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.

PROJECT NEXT	CITY OF OCEANSIDE
By: _____ Lisa Stout/CEO	By: _____ Jonathan Borrego/City Manager
By: _____ Name/Title	APPROVED AS TO FORM: _____
_____	City Attorney
Employer ID No.	

NOTARY ACKNOWLEDGMENTS OF CONSULTANT MUST BE ATTACHED.

SCOPE OF WORK

Organization: Project Next
Program: Focused Futures ECHS
Primary Contact: Lisa Stout
Funding Source: Measure X
Contract Term: July 1, 2026-June 30, 2027

Narrative:

Focused Futures is a school-based, prevention-oriented program that addresses key risk factors identified in Oceanside's youth population, including disengagement from school, limited access to career pathways, and lack of connection to supportive adults and professional networks. By increasing students' connection to school, caring adults, and future opportunities, the program strengthens protective factors associated with reduced risk of youth violence, gang involvement, disconnection, underemployment, and other negative outcomes. Moreover, it fosters positive youth choices and empowers youth to transition to pathways leading to long-term self-sufficiency and stability.

Focused Futures is grounded in Positive Youth Development principles, emphasizing skill-building, supportive relationships and environments, and active youth engagement. Services are delivered using trauma-informed, culturally responsive, and student-centered approaches, which are widely recognized as best practices for engaging youth who face systemic barriers. These approaches ensure that services are accessible, relevant, and responsive to students' lived experiences. The program model also aligns with research from Jobs for the Future and the Commission on Purposeful Pathways, which highlight early, relationship-based career navigation and career-connected learning in trusted environments as key drivers of improved postsecondary and workforce outcomes for at-risk youth.

The Program:

Students served through Focused Futures bring significant strengths, including resilience, cultural diversity, and untapped potential that can be developed with the right support and opportunities. At the same time, many face barriers such as financial instability, housing insecurity, limited access to professional networks, language barriers, competing family or work responsibilities, or a lack of a sense of belonging, which can lead to disengagement from school, increased likelihood of risky behaviors, or limited postsecondary and career opportunities.

Coaches begin by building strong relationships to understand each student's needs, aspirations, and barriers. They use culturally responsive and trauma-informed approaches to meet students where they are, connect them to appropriate school- and community-based supports, and

guide them in making step-by-step progress toward achieving their goals. Services are delivered on campus during the school day at accessible times and are available in both English and Spanish to increase access for multilingual students.

Participants are referred by ECHS school counselors, social workers, Workability coordinators, and English Learner coordinators. Project Next's Programs Director and Career Coach collaborate with school staff at the start of each year to identify and refer students who meet one or more of the following criteria: socioeconomically disadvantaged, McKinney-Vento youth, foster youth, English learner, students with disabilities, or chronically absent. Students with a history of involvement in gangs or the juvenile justice system will also be recruited. Engagement and retention are reinforced through consistent, relationship-based coaching. Career Coaches meet regularly with students and coordinate with school staff to address barriers that may affect participation.

Focused Futures is delivered at ECHS' college and career center. Most program activities take place on campus, with additional off-site experiences at local businesses, postsecondary institutions, and training providers; Project Next provides transportation. All program materials and activities are available in both English and Spanish to reduce language barriers.

Focused Futures will serve at least 40 at-risk ECHS students through a combination of individualized coaching, group workshops, skill-building activities, career-connected learning experiences, and transition support. Services will be delivered during and after the school day, with students receiving a minimum of 7–8 hours of programming during the 2026/27 program year, contributing to at least 15 hours and 18+ touchpoints over the full two-year program, and additional opportunities for engagement through workshops, events, and off-site experiences.

Focused Futures will serve forty ECHS juniors and seniors at different stages of the two-year program. All referred students will have risk factors that increase their likelihood of poor academic or career outcomes and of engaging in risky behaviors, including students from low-income households, McKinney-Vento youth, foster youth, English learners, students with disabilities, and students with chronic absenteeism. Students with a history of involvement in gangs or the juvenile justice system will also be recruited.

Focused Futures is a two-year program spanning junior and senior years of high school, delivered onsite at ECHS' college and career center during and after the school day (8 a.m. to 4 p.m.). The highly-trained Career Coach delivers program activities through individual and small-group sessions, with support from the Program Coordinator, who coordinates career-connected learning activities, and the Financial Aid Coach, who provides FAFSA assistance. Project Next identifies participants through established referral pathways with school staff who have direct knowledge of students' needs. To ensure full enrollment, Project Next works closely with counselors, teachers, and specialized support staff at the beginning of each school year to

identify and connect with students who would benefit most from intensive support. Family engagement is incorporated through financial aid workshops, FAFSA/CADAA completion support, and periodic family-facing presentations designed to help families understand postsecondary options and how to support their students.

Focused Futures delivers a sequenced set of services that support students in exploring options, building skills, and successfully transitioning after high school. Key components include:

- **Individualized Coaching:** Ongoing one-on-one and small group sessions with a Career Coach to build relationships, set goals, and support students in navigating personal and academic barriers
- **Career-Connected Learning:** Interest and skills assessments, career research, Career Chats, and off-site career-connected learning experiences that link students to local companies, apprenticeships, and postsecondary programs
- **Skill Development:** Workshops and applied learning opportunities that build communication, professionalism, financial literacy, and workplace readiness skills
- **Leadership Development:** Opportunities to build leadership and teamwork skills through structured activities and, for a subset of students, participation in the Ambassadors initiative
- **Postsecondary and Career Planning:** Structured guidance to help students identify, evaluate, and commit to postsecondary education, training, or employment pathways aligned with their goals
- **Transition Support:** Connections to aligned postsecondary and employment opportunities, along with support to ensure students understand and access resources at their chosen institutions
- **Application and Financial Aid Support:** Hands-on assistance with resumes, job applications, postsecondary applications, and FAFSA/CADAA completion
- **Follow-Up Support:** Quarterly check-ins after graduation to connect students to resources and monitor persistence in their chosen pathways Project Next connects students to supportive services, such as mental health services, academic tutoring, or other needed supports, through warm handoffs to school- and community-based resources. While Focused Futures does not directly provide these services, the program supports student well-being by fostering a sense of hope and direction for the future, which can reduce anxiety and promote overall well-being.

Goal/Metrics

Focused Futures improves students' career readiness, confidence, and postsecondary and workforce transitions. During the grant period, Focused Futures will be delivered to 40 students, approximately 20 juniors and 20 seniors, with students completing at least 85% of program activities, and many choosing to exceed the minimum requirements. Project Next implements a structured evaluation process throughout the program year to track student progress, measure outcomes, and inform continuous improvement.

Data is collected at intake, during program participation, at program completion, and through post-graduation follow-up to assess both short-term outcomes and long-term impact.

Anticipated Outcomes: With Measure X funds, Project Next will achieve the following during the grant period:

Goal 1: Improve students' career readiness skills so they are prepared to pursue employment and postsecondary opportunities.

- Measurable outcome 1a: 95% of seniors will develop a documented postsecondary and career plan with concrete action steps
- Measurable outcome 1b: 95% of seniors will demonstrate improved employability skills through completion of key milestones, including resume development, interview preparation, and professional profile creation
- Measurable outcome 1c: 95% of students will demonstrate self-awareness and self-advocacy, as evidenced by their ability to communicate their strengths, interests, and goals during coaching sessions and in surveys

Goal 2: Increase the number of students pursuing postsecondary education, training, or quality employment pathways.

- Measurable outcome 2a: 100% of seniors will graduate, with at least 85% enrolled in postsecondary education, training, or structured workforce programs or employed in higher-wage, full-time jobs with advancement potential at graduation or within three months of graduation
- Measurable outcome 2b: 80% of eligible seniors will complete the FAFSA or CADAA, as applicable

Goal 3: Improve students' self-confidence and sense of well-being.

- Measurable outcome 3a: Over 80% of students will report confidence in their ability to navigate their next steps after graduation and be successful in college, training, or career through program surveys
- Measurable outcome 3b: Over 80% of students will report optimism about their future through program surveys

Goal 4: Build students' leadership and teamwork skills.

- Measurable outcome 4a: 95% of students will participate in leadership or teamwork activities and report leadership and teamwork skills through program surveys
- Measurable outcome 4b: 100% of Ambassadors will have applied their newly developed skills through the Student Advisory Council role and peer-focused action projects

In addition to these primary outcomes, Focused Futures contributes to broader youth development goals aligned with the City's priorities. As students build relationships with trusted adults, develop a sense of purpose, and plan for their future, they often demonstrate greater engagement in school, including improved attendance and academic focus. Increased exposure to careers and postsecondary pathways also expands students' awareness of employment opportunities and motivates goal-oriented behavior. While Focused Futures does not directly

measure impacts on youth violence, research and practice indicate that increased school connectedness, adult relationships, and future planning are protective factors associated with reduced risk behaviors. Success for participants is defined as completing key program milestones, developing a clear postsecondary or career plan, and successfully transitioning to postsecondary education, training, or employment aligned with their goals. Additional indicators of success include increased confidence, demonstrated workforce readiness skills, and sustained engagement in postsecondary or workforce pathways.

Data Collection Tools and Methods: The following data collection tools are used throughout the program:

- **Intake Form:** Collects student and family information, including demographic data, household income and education levels, housing status, language barriers, and disability status. Student school records and information from the referral source are used to verify or supplement information provided by the student.
- **Baseline and Post-Program Surveys:** Collect information about confidence, career readiness, employability skills, access, and similar indicators. PostProgram Surveys also collect student feedback and qualitative insights.
- **Event Surveys:** Collect information about exposure, insights, and skill development (e.g., networking, communication, eye contact, and interactions with professionals) related to career-connected learning activities and are administered immediately following events.

Project Next will conduct quarterly follow-up with participants for up to 12 months after graduation to track postsecondary enrollment, employment status, and persistence. Career Coaches maintain contact with students, provide additional support as needed, and document outcomes in the Program Tracker. Postsecondary and employment outcomes are assessed at graduation and again at three months post-graduation, recognizing that some students may transition later due to seasonal employment, training start dates, or age-related eligibility requirements. This follow-up process allows Project Next to assess long-term outcomes and ensure participants remain connected to education, training, or employment pathways aligned with their goals.

City of Oceanside -Project Next

Program Budget

Agency: Project Next

Program: Focused Futures ECHS

Contract Period: July 1, 2026 through June 30, 2027

Measure X Program Award

Contract Budget

Budget Line Item

Operations

Focused Futures ECHS \$ 50,000.00

Total: \$ 50,000.00

*A detailed budget will be provided before 7/1/2026

Example 2

1. 2. 3.