

CITY OF OCEANSIDE

PROFESSIONAL SERVICES AGREEMENT

PROJECT: NORTH COUNTY LIFELINE-LA ESCUELITA

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 NORTH COUNTY LIFELINE DBA LIFELINE COMMUNITY SERVICES, 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 La Escuelita after-school program for thirty-five (35) youth in grades 6-12, at the Crown Heights Community Center 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 facilitate programming such as: social and emotional skills, parent workshops, reading/literacy incentive programs, academic support, hands-on projects, and health/fitness/sports;

CONSULTANT will provide mental/behavioral health referrals for enrolled youth who need a higher level of care;

CONSULTANT will create opportunities for youth to participate in service learning projects and civic engagement;

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;

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

<u>Automobile Liability Insurance</u>	\$ 2,000,000
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*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 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 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.

- 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.

NORTH COUNTY LIFELINE DBA
LIFELINE COMMUNITY SERVICES

CITY OF OCEANSIDE

By: _____
Alejandra Alvarez/CFO

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: North County Lifeline
Program: La Escuelita
Primary Contact: Alberta Savaadra
Funding Source: Measure X
Contract Term: July 1, 2026-June 30, 2027

Narrative:

Since 1973, North County Lifeline DBA Lifeline Community Services (Lifeline) has provided critical services to support and improve the lives of at-risk youth. Youth in Oceanside's Crown Heights neighborhood are overcoming significant odds to achieve success. High rates of poverty, crime, gang presence, and drug use in the area put them at significantly higher risk of engaging in destructive behaviors such as dropping out of school, gang membership, involvement with the juvenile justice system, early sexual activity, and substance abuse. The neighborhood — where residents feel a sense of deep community connection and strongly support positive youth programs — has a large minority population, primarily Hispanic, increasing the need for culturally competent services.

La Escuelita provides a safe, supportive place for neighborhood youth to go during out-of-school hours. Operating year-round at no cost to families, the comprehensive program offers homework and academic support, enrichment activities, mental health services, and opportunities for students in grades K-12 to build friendships, develop new strengths, and plan for a successful future. La Escuelita provides an after-school program for youth in grades 6-12.

The Program:

From July 1, 2026, through June 30, 2027, Lifeline anticipates serving 35 youth at the La Escuelita program site (middle and high school).

Lifeline anticipates client demographics to reflect current enrollment, which is:

- 96% Hispanic
- 4% Non-Hispanic
- 40% White
- 58% Other or Multi-Racial
- 2% Pacific Islander
- 75% Extremely Low (0-30%AMI)
- 20% Very Low (31-50% AMI)
- 5% Low (21-80% AMI)

La Escuelita is open to all youth who live in the Crown Heights neighborhood.

Lifeline has had a stable and influential presence in Crown Heights for nearly two decades and has built the trust of families, city officials, police, and community groups. These entities work together to pool their resources and expertise for the betterment of Crown Heights. Efforts are guided by the Neighborhood Revitalization Strategy Area (NRSA) Plan developed by non-profit partner Community HousingWorks for the City of Oceanside in 2009. Numerous agencies, including Lifeline, contributed to the NRSA, which was developed for Crown Heights and the adjacent Eastside neighborhood.

La Escuelita is well known within the Crown Heights community, and children are enrolled by their parents and accepted year-round. Because La Escuelita is deeply embedded in the community — including offering support through food distributions and participating in community events like the Fall Festival — most referrals are through word-of-mouth. Lifeline's partnership with the City of Oceanside also serves as a referral source, and we distribute printed materials, in English and Spanish, when needed.

La Escuelita youth show positive academic, social, and behavioral outcomes because of their participation, resulting in high parent satisfaction and student retention. Lifeline also hosts weekly community coffee breaks, where parents have the opportunity to become familiar with our staff, ask questions, and provide feedback or concerns to ensure their child receives the support they need. In addition, special activities throughout the year increase engagement, especially in the summer months, with field trips to the movies, skate club, local parks and pools, and the beach.

The La Escuelita program site is normally located at 1210 Division Street. The site is a historical building that is currently being remodeled/refurbished. The location is strategically located across the street from Oceanside High School to encourage student participation. Currently, La Escuelita is temporarily operating in a smaller space located in the parking lot of Lifeline's La Casita program, located at 402 Brooks Street. We anticipate La Escuelita will be back in its own space by September of this year.

Youth in Oceanside's Crown Heights neighborhood are overcoming significant odds to achieve success. Due to high rates of poverty, crime, gang presence, and drug use in the area, youth are at increased risk of engaging in destructive behaviors that decrease their chances of success, including dropping out of school, gang membership, involvement with the juvenile justice system, early sexual activity, and substance abuse.

Despite these challenges, Crown Heights is a community of many strengths. Residents feel a sense of deep ties to the community, with neighbors helping each other in times of need and strong adult voices who are not afraid to advocate for their community's needs. With few options for affordable afterschool care, there is strong community support for local youth programs like La Escuelita.

Lifeline has always focused on helping disadvantaged, difficult-to-serve populations to ensure their access to needed assistance. Our services are client-centered, trauma-informed, evidence-based and culturally competent. This includes meeting each child where they are at and tailoring academic and behavioral goals to each child. La Escuelita staff are trained in trauma-informed principles and experienced in providing mental health support to high-needs children and youth.

96% of La Escuelita participants are Hispanic. Program staff are bilingual in English and Spanish to ensure strong communication with participants and their parents/caregivers, as many have limited English proficiency.

To ensure that our broader messaging to the community is effective, Lifeline ensure that all materials use verbiage that is accepted within the community and all materials are provided in English and Spanish.

Lifeline is requesting Measure X funds to enhance services and provide additional support for La Escuelita (middle and high school youth). Funding requested in this proposal will be a part of Lifeline's diversified fundraising strategy to support La Escuelita. This approach includes government grants and contracts, private philanthropy, fundraising events such as our annual Viva La Vida Gala, as well as private and corporate grants.

Goal/Metrics

La Escuelita will provide:

- Structured afterschool programming—La Escuelita will continue its tailored approach to serving our families. Program offerings incorporate the core components of positive youth development models, including the 5cs (competence, confidence, connection, character, and caring), a strengths-based approach, a supportive environment and relationships, active youth engagement, integration of settings, key developmental features, and inclusivity and cultural relevance. La Escuelita's structure includes a calendar of events, accommodates for all school breaks, arts and crafts, safe supervision, healthy snacks/food, and fieldtrips and outings.
- Social/emotional skills improvement programming—this includes lessons/activities/mini-presentations. Topics may include anti-bullying, healthy relationships, substance use, and social/life skills.
- Parent workshops--- Topics may include navigating school portals, human trafficking, opioid prevention, gang involvement, mental health, community resources, positive parenting, and dating violence.
- Service-learning projects—Youth will help plan and implement projects such as food distribution events for families experiencing food insecurity, neighborhood beautification and clean-up projects, and helping with

other community events. Youth will develop skills in teamwork, communication, project planning, and community advocacy while building a stronger sense of responsibility, pride, and connection to their neighborhoods.

- A reading and literacy incentive program—La Escuelita staff will determine the reading level of participating youth and tailor goals and activities to their ability. Goals may include progressively reading more advanced books, reading a certain number of books over the course of the year, a certain number of pages a week, or a certain number of days a month. To incentivize youth to participate, the reading incentive program will have a sticker tracker for youth to have a visual of their progress. In addition, participating youth will go on a field trip or outing towards the end of the project year to celebrate their successes.
- Financial literacy programming—Lifeline will facilitate financial literacy workshops; topics may include saving and investing, understanding credit, budgeting skills, and financial decision making.
- Academic support—Lifeline has a contract with a tutoring agency that will provide tailored tutoring services to meet the needs of our youth. In addition, youth will have access to a computer lab, printing, and school-related materials.
- Hands-on projects—projects include painting, self-care tools, healthy cooking, jewelry making, and music and arts.
- Health/fitness/sports programming— resources/presentations around hygiene and healthy food choices, and outside presentations by community health service agencies.
- Mental/behavioral health referrals— internal referrals to other Lifeline programs that offer mental/behavioral health services such as Community Assessment Team and Juvenile Diversion, Strive for Success (gang prevention and early intervention), Families SHINE family therapy services, and/or Girls SEEK (comprehensive family assessments, case management, and trauma-focused therapy).
- Mentoring programming—La Escuelita staff serve as mentors and role models by offering support, encouragement, building trust and connection, demonstrating respect, and providing a safe space.
- Skills groups—cover a variety of topics such as grief and loss, substance use, mental health, gang prevention, and/or restorative justice
- Community building— La Escuelita partners with the Crown Heights Resource Center to host various community events and gatherings.
- College and postsecondary preparation— La Escuelita staff will connect youth to FAFSA workshops and financial aid navigation help. Lifeline can also assist with college application or testing fees.
- Supported work experience programming—Lifeline will assist youth with resume building, filling out job applications, and sharing possible job leads in the community.

During FY 2026-27 (July 1, 2025 – June 30, 2026), Measure X funding will enable Lifeline to provide staffing, operating support, and supplies, and WRAP funds. WRAP funds are crucial to

supporting our clients with tutoring, healthy snacks, enriching and educational field trips, service-learning projects, outdoor sports equipment, gardening supplies, arts and crafts, extracurricular fees, promotion and graduation related expenses, and basic needs. Funding from the City of Oceanside is a critical piece to funding La Escuelita and helps ensure we can provide life-changing afterschool care for Oceanside's youth.

City of Oceanside - North County Lifeline

Program Budget

Agency: North County Lifeline

Program: La Escuelita

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

Measure X Program Award

Contract Budget

Budget Line Item

Operations

La Escuelita

\$ 50,000.00

Total:

\$ 50,000.00

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

