

**CITY OF OCEANSIDE****PROFESSIONAL SERVICES AGREEMENT****PROJECT: Encampment Resolution Fund: Rapid Rehousing Program**

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 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: CONSULTANT shall implement Rapid Rehousing Services targeting high-acuity unsheltered individuals referred through the Encampment Resolution Fund (ERF-3-R) program. Housing navigation will be provided by dedicated Housing Coordinators to assist clients with housing search, lease-up, and landlord negotiation. Participants will also receive short- to medium-term rental subsidies aligned with Fair Market Rent for San Diego County. In addition, the program will deliver tenancy support services for at least 12 months, including weekly home visits, landlord mediation, and coordination with case managers to promote housing stability. The project is more particularly described in Exhibit A.
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.

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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 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

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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 \$1,373,195.

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 within The term of this Agreement shall begin on July 1, 2026, and shall terminate on June 30, 2027, unless extended or terminated earlier as provided herein.

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 be construed as not containing such provision, and all other provisions, which are

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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.**

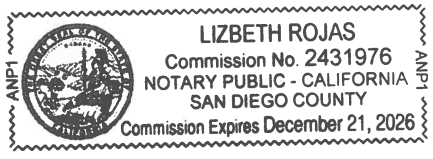
**CALIFORNIA ACKNOWLEDGMENT**

**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>, 2020 before me, Lizbeth Rojas, Notary Public  
Date Here Insert Name and Title of the Officer  
personally appeared Gregory Austin Anglea  
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: Encampment Resolution Fund: Rapid Rehusing Program  
Document Date: 6/12/20 Number of Pages: 10  
Signer(s) Other Than Named Above: \_\_\_\_\_

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

Signer's Name: Gregory Austin Anglea 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: Interfarm Community Services Signer is Representing: \_\_\_\_\_

## **SCOPE OF WORK**

### **ERF Rapid Rehousing Program**

### **City of Oceanside**

**1. Program Purpose**

Interfaith Community Services (“Subrecipient”) shall implement a Rapid Rehousing (RRH) program funded by the City of Oceanside through the Emergency Resolution Fund (ERF). The program is designed to assist high-acuity individuals experiencing unsheltered homelessness in obtaining and maintaining permanent housing through housing navigation, landlord engagement, rental assistance, and tenancy support services.

The Subrecipient will not provide primary case management under this Agreement but will coordinate closely with designated service providers to ensure continuity of care, service alignment, and long-term housing stability.

**2. Geographic Area**

All services funded under this Agreement shall be provided within the City of Oceanside, with housing placements permitted in surrounding areas as necessary to secure appropriate units.

**3. Target Population**

The program will serve high-acuity individuals experiencing unsheltered homelessness within the City of Oceanside, with prioritization based on vulnerability, housing barriers, and referral through coordinated outreach and engagement efforts.

**4. Scope of Services**

The Subrecipient shall perform the following activities:

a) Housing Navigation and Unit Acquisition

- Identify, secure, and facilitate access to permanent housing units within Oceanside and surrounding communities
- Conduct active housing search assistance, including unit identification, scheduling and attending showings, and application support
- Negotiate lease terms and coordinate with landlords/property managers to secure tenancy opportunities
- Support participants through the lease-up process, including document submission, approvals, and move-in coordination

b) Landlord Engagement and Retention

- Serve as the primary liaison between landlords, property managers, and program participants
- Develop and maintain relationships with landlords to expand and sustain housing inventory
- Address landlord concerns promptly and proactively to support positive tenancy outcomes
- Implement landlord retention strategies to encourage continued program participation

c) Rental Assistance Administration

- Administer short- and medium-term rental subsidies in alignment with San Diego County Fair Market Rent (FMR) standards
- Process and disburse financial assistance for:
  - o Rent payments
  - o Security deposits
  - o Utility deposits

- o Application fees and other move-in costs
- Ensure all payments are accurate, timely, and compliant with ERF funding requirements and applicable regulations

d) Tenancy Support Services

- Provide tenancy support services for a minimum of twelve (12) months following housing placement, including:
  - o Regular home visits and check-ins
  - o Landlord mediation and conflict resolution
  - o Crisis intervention and stabilization support
- Coordinate with assigned case managers to address participant needs and promote long-term housing stability

e) Encampment Resolution Support

- Collaborate with the City of Oceanside and partner agencies to support individuals transitioning from encampments into permanent housing
- Participate in field-based outreach and engagement efforts as needed
- Assist with intake support, housing matching, and placement coordination as needed

f) Coordination and Collaboration

- Maintain ongoing coordination with the City of Oceanside, outreach teams, and service providers regarding referrals, placements, and participant progress
- Participate in regular case conferencing and interdisciplinary coordination meetings
- Maintain flexibility in service delivery to respond to emerging needs and program improvements

**5. Staffing**

The Subrecipient shall maintain sufficient staffing to carry out program activities, including:

- Program Manager (0.20 FTE): Program oversight, compliance, reporting, and coordination
- Stabilization Case Manager (3.0 FTE): Housing navigation, landlord engagement, and tenancy support services

**6. Performance Outcomes**

The Subrecipient shall work toward achieving the following performance benchmarks:

Housing Stability

- At least 90% of households remain housed at 6 months
- At least 80% of households remain housed at 12 months
- 100% of landlord/tenant concerns are addressed within 48 hours
- At least 90% of tenancy-related issues are resolved without eviction

Service Delivery

- At least 95% of households receive tenancy support contact at a minimum of once every 90 days
- Housing placements and lease-up processes are completed in a timely manner consistent with program goals

**7. Data Collection and Documentation**

The Subrecipient shall maintain accurate and complete records of all program activities, including:

- Entry of all client data, services, and housing outcomes into HMIS (Clarity) in a timely manner
- Documentation of case activity and service delivery within the ETO database
- Maintenance of internal tracking systems, including:
  - o Rental assistance disbursements

- o Lease violations and resolutions
- o Housing stability outcomes
- o Landlord engagement activities

Staff shall complete quarterly internal summaries identifying program successes, challenges, and opportunities for improvement.

**8. Reporting Requirements**

- Monthly program reports shall be submitted through ETO in alignment with existing City reporting processes
- All required client-level data shall be entered into HMIS (Clarity)
- The City of Oceanside may generate reports directly from HMIS as needed
- Quarterly reports are not required under this Agreement

**9. Program Exclusions**

The following requirements are not applicable to this program:

- Flexible Housing Pool (FHP) requirements
- Unit Commitment Schedule
- Monarch or Alpha initiative requirements
- Landlord satisfaction or provider collaboration reporting requirements
- Web-based housing platform requirements

**10. Monitoring and Oversight**

The City of Oceanside and/or its designees shall monitor Subrecipient performance on a periodic basis to ensure compliance with this Agreement. Monitoring may include file reviews, data validation, and performance evaluation.

**11. Program Flexibility**

The Subrecipient shall maintain a flexible and responsive program model and will collaborate with the City of Oceanside to adjust program strategies, service delivery approaches, and implementation practices as necessary to improve outcomes and ensure program effectiveness.

**12. Summary**

Through this Scope of Work, Interfaith Community Services will deliver a targeted Rapid Rehousing program focused on housing acquisition, rental assistance, and tenancy stabilization. By leveraging strong landlord partnerships and coordinated service delivery, the program will efficiently transition high-acuity individuals experiencing homelessness into permanent housing and support long-term stability.