



Agenda Report

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File #: 19-0590

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**AGENDA REPORT  
REQUEST FOR CITY COUNCIL ACTION**

DATE: 06/19/2019  
TO: Honorable Mayor and City Council Members  
FROM: Management Services Department

SUBJECT:  
City Council consideration of the First Amendment to the Professional Service Agreement between the City of Corona and Kingdom Causes, Inc. dba City Net, a California Domestic Nonprofit Corporation ("Consultant").

**RECOMMENDED ACTION:**  
That the City Council authorize the City Manager, or his designee, to execute the First Amendment to the Professional Service Agreement between the City and Kingdom Causes, Inc. dba City Net, a California Domestic Nonprofit Corporation ("Consultant").

**ANALYSIS:**  
In December 2018, the City of Corona entered into a seven-month Professional Services Agreement (PSA) with Kingdom Causes, Inc. dba City Net for the purposes of providing ongoing street outreach, housing navigation and case management services. The term of this original PSA will end on June 30, 2019. City Net was tasked with helping the City lead and manage a street-level homeless service collaborative by building upon and enhancing existing City efforts. City Net focuses on refining and provide collaborative leadership to a focused coalition of City government, health care, law enforcement and other city first responders, advocacy groups, nonprofit organizations, local businesses, various faith communities as well as homeless neighbors. This effort has focused on Corona's homeless neighbors seeking to engage them in case management with the goal of exiting them from the streets, with the long-term goal of dramatically reducing street-level homelessness locally.

City Net's street outreach seeks to connect unsheltered homeless neighbors with emergency shelter, housing, or critical services, and provide urgent, non-facility-based care. These activities are intended to help homeless neighbors obtain appropriate supportive services, including permanent housing, medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living; housing stability case management; and other Federal, State, local, or

private assistance available to assist the program participant in obtaining housing stability. City Net also works to mobilize community resources, including meals, volunteers, donations and advocacy, to coordinate care in emergency shelters, parks, and other public areas where Corona's homeless neighbors live. These efforts seek to reduce wasteful duplication and fill missing gaps in the continuum of care, with the long-term goal of ending homelessness by providing homeless neighbors a stable context in which their emergency needs are met, thus allowing them to work on long-term housing plans.

City Net has been instrumental in assisting the City to better serve the needs of our Homeless citizens as noted in their current monthly report dated May 2019 (see attached). From December 2018 to May 31, 2019, City Net has successfully exited 19 homeless neighbors from the streets of Corona.

**COMMITTEE ACTION:**

Not applicable.

**STRATEGIC PLAN:**

This supports the City's Strategic Plan Goal 4: Actively Engage in Public and Private Partnerships to Provide Services and Amenities with the following focus: a. Seek creative partnership opportunities to allow private agencies to provide programs and services for youth, senior and special needs groups within the City; b. Proactively develop partnerships with local and regional business interests and agencies.

**FISCAL IMPACT:**

Funding for this Professional Services Agreement will be included in the Fiscal Year 2019-20 proposed budget under Management Services for the City Manager's Office. The total cost of the PSA will be \$124,800 for fiscal year ending June 30, 2020.

**ENVIRONMENTAL ANALYSIS:**

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This action merely approves the disposition of real property and any future development of the property will be subject to review under CEQA prior to development. Therefore, there is no possibility that approving this Disposition and Development Agreement will have a significant effect on the environment and no environmental analysis is required at this time.

**PREPARED BY:** MICHELE NISSEN, ASSISTANT CITY MANAGER

**REVIEWED BY:** CITA LONGSWORTH, PURCHASING MANAGER

**REVIEWED BY:** KERRY D. EDEN, ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR

**SUBMITTED BY:** MITCHELL LANSDELL, ACTING CITY MANAGER

**Attachments:**

1. City Net 1<sup>st</sup> Amendment to Professional Services Agreement
2. City Net Original Professional Services Agreement (December 2018)
3. City Net Report May 2019

**FIRST AMENDMENT TO  
PROFESSIONAL SERVICES AGREEMENT**

**BETWEEN THE CITY OF CORONA  
AND  
KINGDOM CAUSES, INC. DBA CITY NET**

**1. PARTIES AND DATE.**

This First Amendment to the Professional Services Agreement (“First Amendment”) is made and entered into this 19th day of June, 2019 by and between the City of Corona (“City”) and Kingdom Causes, Inc. dba City Net, a California Domestic Nonprofit Corporation (“Consultant”). City and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this First Amendment.

**2. RECITALS.**

2.1 Agreement. City and Consultant entered into that certain Professional Services Agreement dated December 3, 2018 (“Agreement”), whereby Consultant agreed to provide professional homeless case management consulting services.

2.2 Amendment. City and Consultant desire to amend the Agreement for the First time to (1) Extend the term of the agreement; (2) Increase the Compensation; (3) Replace Exhibit “C” Compensation; and (4) add Apprenticeable Crafts language to be in compliance with California Labor Code 1775.5.

**3. TERMS.**

3.1 Term. Section 3.1.2 of the Agreement is hereby deleted in its entirety and replaced with the following:

"The term of this Agreement shall be from December 1, 2018 to June 30, 2021 (“Term”), unless earlier terminated as provided herein. Consultant shall complete the Services within the Term of this Agreement, and shall meet any other established schedules and deadlines. The Parties may, by mutual, written consent, extend the Term of this Agreement one or more times by executing a written amendment pursuant to Section 3.6.8 below (each a “Renewal Term”). The terms “Term” and “Renewal Term” may sometimes be generally and collectively referred to as “Term” in this Agreement. "

3.2 Rates & Total Compensation. Section 3.3.1 of the Agreement is hereby deleted in its entirety and replaced with the following:

"Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C-1" attached hereto and incorporated herein by reference. The total compensation, including authorized reimbursements, shall not exceed: (1) Seventy Thousand Dollars (\$70,000) for fiscal year ending June 30, 2019; (2) One Hundred and Twenty Four Thousand Eight Hundred Dollars (\$124,800) for fiscal year ending June 30, 2020; and (3) One Hundred and Twenty Nine Thousand Seven Hundred Ninety Two Dollars (\$129,792) for fiscal year ending June 30, 2021 ("Total Compensation"), without written approval of City's Representative. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement."

3.3 Exhibit "C" Compensation is hereby deleted in its entirety and replaced with Exhibit "C-1" Compensation attached hereto and incorporated herein by reference."

3.4 Section 3.3.6 Apprenticeable Crafts. is hereby inserted and incorporated herein by reference with the following:

"If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, Contractor shall comply with the provisions of Section 1777.5 of the California Labor Code with respect to the employment of properly registered apprentices upon public works when Contractor employs workmen in an apprenticeable craft or trade. The primary responsibility for compliance with said section for all apprenticeable occupations shall be with Contractor."

3.5 Continuing Effect of Agreement. Except as amended by this First Amendment, all provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this First Amendment, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement as amended by this First Amendment.

3.6 Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this First Amendment.

3.7 Counterparts. This First Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

**[SIGNATURES ON FOLLOWING PAGE]**

**CITY'S SIGNATURE PAGE FOR  
FIRST AMENDMENT TO  
PROFESSIONAL SERVICES AGREEMENT  
BETWEEN THE CITY OF CORONA  
AND KINGDOM CAUSES, INC. DBA CITY NET**

IN WITNESS WHEREOF, the Parties have entered into this First Amendment to Professional Services Agreement as of the date first written above.

**CITY OF CORONA**

By: \_\_\_\_\_  
Mitchell Lansdell  
Acting City Manager

*Attest:* \_\_\_\_\_  
Sylvia Edwards  
City Clerk

Reviewed By:

\_\_\_\_\_  
Michele Nissen  
Assistant City Manager

Reviewed By:

\_\_\_\_\_  
Cita Longworth  
Purchasing Manager

**CONSULTANT'S SIGNATURE PAGE FOR  
FIRST AMENDMENT TO  
PROFESSIONAL SERVICES AGREEMENT  
BETWEEN THE CITY OF CORONA  
AND KINGDOM CAUSES, INC. DBA CITY NET**

IN WITNESS WHEREOF, the Parties have entered into this First Amendment to Professional Services Agreement as of the date first written above.

**KINGDOM CAUSES, INC. DBA CITY NET  
A CALIFORNIA DOMESTIC NONPROFIT CORPORATION**

By:   
FC34C64501E04B5...  
Signature  
Brad Fieldhouse  
President/Executive Director

By:   
3FA0AD8C1B534A8...  
Signature  
Arthur Gray  
Board Secretary

**EXHIBIT "C-1"**  
**COMPENSATION**

**COST/TERMS**

\$70,000 for December 1, 2018 through June 30, 2019 \*(all inclusive)  
\*(all inclusive – staffing, outreach supplies, transportation, whatever-it-takes funds, etc.)

\$124,800 for July 1, 2019 through June 30, 2020 \*(all inclusive)  
\*(all inclusive – staffing, outreach supplies, transportation, whatever-it-takes funds, etc.)

\$129,792 for July 1, 2020 through June 30, 2021 \*(all inclusive)  
\*(all inclusive – staffing, outreach supplies, transportation, whatever-it-takes funds, etc.)

**CITY OF CORONA  
PROFESSIONAL SERVICES AGREEMENT  
WITH KINGDOM CAUSES, INC. DBA CITY NET  
(HOMELESS CASE MANAGEMENT – CORONA HOMELESS STREET OUTREACH  
COLLABORATIVE SERVICES)**

**1. PARTIES AND DATE.**

This Agreement is made and entered into this 3rd day of December, 2018 (“Effective Date”) by and between the City of Corona, a municipal corporation organized under the laws of the State of California with its principal place of business at 400 South Vicentia Avenue, Corona, California 92882 (“City”) and Kingdom Causes, Inc. dba City Net, a California Domestic Nonprofit Corporation with its principal place of business at 4508 Atlantic Ave., # 292, Long Beach, CA 90807 (“Consultant”). City and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement.

**2. RECITALS.**

**2.1 Consultant.**

Consultant desires to perform and assume responsibility for the provision of certain professional services required by the City on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing homeless case management services to public clients, is licensed in the State of California, and is familiar with the plans of City.

**2.2 Project.**

City desires to engage Consultant to render such services for the Corona Homeless Street Outreach Collaborative Services project (“Project”) as set forth in this Agreement.

**3. TERMS.**

**3.1 Scope of Services and Term.**

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional homeless case management consulting services necessary for the Project (“Services”). The Services are more particularly described in Exhibit “A” attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules, and regulations.

3.1.2 Term. The term of this Agreement shall be from December 1, 2018 to June 30, 2019 (“Term”), unless earlier terminated as provided herein. Consultant shall complete the Services within the Term of this Agreement, and shall meet any other established schedules and deadlines. The Parties may, by mutual, written consent, extend the Term of this Agreement one or more times by executing a written amendment pursuant to Section 3.6.8 below (each a “Renewal Term”). The terms “Term” and “Renewal Term” may sometimes be generally and collectively referred to as “Term” in this Agreement.

**3.2 Responsibilities of Consultant.**

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Consultant on an independent contractor basis and not as an employee. Consultant retains the right to perform similar or different services for others during the Term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of City and shall at all times be under Consultant’s exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers’ compensation insurance.

3.2.2 Schedule of Services. Consultant shall perform the Services within the Term of this Agreement, in accordance with the Schedule of Services set forth in Exhibit “B” attached hereto and incorporated herein by reference, and in accordance with any other completion schedule or milestones which may be separately agreed upon in writing by the Parties. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant’s conformance with the Schedule, City shall respond to Consultant’s submittals in a timely manner. Upon request of City, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All Services performed by Consultant shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Consultant has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. In the event that City and Consultant cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the City, or who are determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the City. The key personnel for performance of this Agreement are as follows: Brad Fieldhouse.

3.2.5 City's Representative. The City hereby designates Darrell Talbert, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. Consultant shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.2.6 Consultant's Representative. Consultant hereby designates Brad Fieldhouse, or his or her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences, and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Consultant agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant agrees that all employees and subconsultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subconsultants shall have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a City Business License, and that such licenses and approvals shall be maintained throughout the Term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined

by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations; Employee/Labor Certifications. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services. If the Consultant performs any work or Services knowing them to be contrary to such laws, rules and regulations and without giving written notice to the City, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold City, its officials, directors, officers, employees, and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.9.1 Employment Eligibility; Consultant. By executing this Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time. Such requirements and restrictions include, but are not limited to, examination and retention of documentation confirming the identity and immigration status of each employee of the Consultant. Consultant also verifies that it has not committed a violation of any such law within the five (5) years immediately preceding the date of execution of this Agreement, and shall not violate any such law at any time during the Term of the Agreement. Consultant shall avoid any violation of any such law during the Term of this Agreement by participating in an electronic verification of work authorization program operated by the United States Department of Homeland Security, by participating in an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, or by some other legally acceptable method. Consultant shall maintain records of each such verification, and shall make them available to the City or its representatives for inspection and copy at any time during normal business hours. The City shall not be responsible for any costs or expenses related to Consultant's compliance with the requirements provided for in Section 3.2.9 or any of its sub-sections.

3.2.9.2 Employment Eligibility; Subcontractors, Consultants, Sub-subcontractors and Subconsultants. To the same extent and under the same conditions as Consultant, Consultant shall require all of its subcontractors, consultants, sub-subcontractors and subconsultants performing any work or Services relating to the Project or this Agreement to make the same verifications and comply with all requirements and restrictions provided for in Section 3.2.9.1.

3.2.9.3 Employment Eligibility; Failure to Comply. Each person executing this Agreement on behalf of Consultant verifies that they are a duly authorized officer of Consultant, and understands that any of the following shall be grounds for the City to

terminate the Agreement for cause: (1) failure of Consultant or its subcontractors, consultants, sub-subcontractors or subconsultants to meet any of the requirements provided for in Sections 3.2.9.1 or 3.2.9.2; (2) any misrepresentation or material omission concerning compliance with such requirements (including in those verifications provided to the Consultant under Section 3.2.9.2); or (3) failure to immediately remove from the Project any person found not to be in compliance with such requirements.

3.2.9.4 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California 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 agrees to comply with such provisions before commencing the performance of the Services.

3.2.9.5 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.2.9.6 Air Quality. To the extent applicable, Consultant must fully comply with all applicable laws, rules and regulations in furnishing or using equipment and/or providing services, including, but not limited to, emissions limits and permitting requirements imposed by the South Coast Air Quality Management District (SCAQMD) and/or California Air Resources Board (CARB). Although the SCAQMD and CARB limits and requirements are more broad, Consultant shall specifically be aware of their application to "portable equipment", which definition is considered by SCAQMD and CARB to include any item of equipment with a fuel-powered engine. Consultant shall indemnify City against any fines or penalties imposed by SCAQMD, CARB, or any other governmental or regulatory agency for violations of applicable laws, rules and/or regulations by Consultant, its subconsultants, or others for whom Consultant is responsible under its indemnity obligations provided for in this Agreement.

3.2.10 Insurance.

3.2.10.1 Time for Compliance. Promptly following the Effective Date of this Agreement, but in no event before Consultant commences any Services under this Agreement, Consultant shall provide evidence satisfactory to the City that it has secured all insurance required under this section. Failure to provide and maintain all required insurance shall be grounds for the City to terminate this Agreement for cause.

3.2.10.2 Minimum Requirements. Consultant shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Consultant, its agents, representatives, employees or subconsultants. Consultant shall also require all of its subconsultants to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned); and (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

(B) Minimum Limits of Insurance. Consultant shall maintain limits no less than: (1) *General Liability*: \$1,000,000 per occurrence for bodily injury, personal injury, advertising injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to, form CG 2503, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability*: \$1,000,000 per accident for bodily injury and property damage; and (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of \$1,000,000 per accident for bodily injury or disease.

3.2.10.3 Professional Liability. Consultant shall procure and maintain, and require its sub-consultants to procure and maintain, for a period of five (5) years following completion of the Project, errors and omissions liability insurance appropriate to their profession. Such insurance shall be in an amount not less than \$1,000,000 per occurrence, \$2,000,000 aggregate per claim.

3.2.10.4 Insurance Endorsements. The insurance policies shall contain or be endorsed (amended) to include the following provisions:

(A) General Liability. The general liability policy shall state that: (1) the City, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to liability arising out of work or operations performed

by or on behalf of the Consultant, including materials, parts or equipment furnished in connection therewith (the endorsement form shall be at least as broad as ISO Form CG 20 10 11 85 or both CG 20 37 and one of the following: CG 20 10, CG 20 26, CG 20 33 or CG 20 38); and (2) the insurance coverage shall be primary insurance coverage as respects the City, its directors, officials, officers, employees, agents, and volunteers (the endorsement form shall be at least as broad as ISO CG 20 01 04 13). Any insurance or self-insurance maintained by the City, its directors, officials, officers, employees, agents, and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it in any way.

(B) Waiver of Subrogation – Workers' Compensation and Employer's Liability Coverage. The insurer shall agree to waive all rights of subrogation against the City, its directors, officials, officers, employees, agents, and volunteers for losses paid under the terms of the insurance policy which arise from work or Services performed by the Consultant.

(C) All Coverages. If Consultant maintains broader coverage and/or higher limits than the minimums shown above, the City is entitled to the broader coverage and/or higher limits maintained by Consultant. Thus, any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

3.2.10.5 Other Provisions; Endorsements Preferred. Consultant shall endeavor to provide endorsements regarding the following provisions, but nonetheless understands, acknowledges and agrees that the following provisions shall apply and that failure to comply shall be considered to be a breach of this Agreement by Consultant:

(A) Waiver of Subrogation – All Other Policies. Consultant hereby waives all rights of subrogation any insurer of Consultant's may acquire against the City, its directors, officials, officers, employees, agents, and volunteers for losses paid under the terms of any insurance policy which arise from work or Services performed by the Consultant. Consultant understands, acknowledges and agrees that this provision is in full force and effect even if the City does not receive a waiver of subrogation endorsement from the insurer.

(B) Notice. Consultant shall either: (1) require its insurer to provide thirty (30) days prior written notice to the City before coverage is suspended, voided, or canceled; or (2) notify City in writing that such notice is not available and forward any notice of such actions to the City within two (2) business days from date of receipt by Consultant. Consultant understands, acknowledges and agrees that this provision is in full force and effect even if the City does not receive a waiver of subrogation endorsement from the insurer.

3.2.10.6 Claims Made Policies. The following provisions shall apply to all policies that provide coverage on a claims-made basis: (A) the retroactive date must be shown and must be before the date on which any Services under this Agreement commence; (B) the insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Project; and (C) if coverage is canceled or not renewed and is not replaced with another claims-made policy with a retroactive date prior to the date on which any Services under this Agreement commence, Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of Project.

3.2.10.7 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the Consultant to provide proof of ability to pay losses and related investigation, claims administration and defense expenses within the deductible or self-insured retention. The deductible or self-insured retention may be satisfied by either the named insured or the City.

3.2.10.8 Acceptability of Insurers. Unless under the circumstances a different rating is otherwise acceptable to the City in its sole and absolute discretion, insurance is to be placed with insurers which are satisfactory to the City and which meet either of the following criteria : (1) an insurer with a current A.M. Best's rating no less than A-:VII and licensed as an admitted insurance carrier in California; or (2) an insurer with a current A.M. Best's rating no less than A-:X and authorized to issue the required policies in California.

3.2.10.9 Verification of Coverage. Consultant shall furnish City with original certificates of insurance, as well as amendatory endorsements or copies of the applicable policy language effecting coverage required by this Agreement. All documents must be received and approved by the City before any Services commence; provided, however, that failure to obtain the required documents prior to the commencement of Services shall not waive Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

3.2.10.10 Reporting of Claims. Consultant shall report to the City, in addition to Consultant's insurer, any and all insurance claims submitted by Consultant in connection with the Services under this Agreement.

3.2.10.11 Sub-Consultants. All sub-consultants shall comply with each and every insurance provision of this Section 3.2.10. Consultant shall therefore not allow any sub-consultant to commence work on any subcontract to perform any part of the Services until it has provided evidence satisfactory to the City that the sub-consultant has secured all insurance required under this Agreement.

3.2.10.12 Special Risk or Circumstances. The City reserves the right, in its sole and absolute discretion, to modify the requirements of this Section 3.2.10, including limits, based on any of the following: (A) the nature of the risk of the Services; (B) the prior experience of the insured; (C) the rating or other quality or characteristic of the insurer; (D) any special or unique coverage issues; and (E) any other special or unique circumstances.

3.2.11 Safety. Consultant shall execute and maintain its work and Services so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the Services and the conditions under which the Services are to be performed.

3.2.12 Accounting Records. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal

business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

### **3.3 Fees and Payments.**

3.3.1 Rates & Total Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation, including authorized reimbursements, shall not exceed Seventy Thousand Dollars (\$70,000) ("Total Compensation"), without written approval of City's Representative. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to City a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within 30 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the Term of this Agreement, City may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from City's Representative.

3.3.5 Prevailing Wages. Consultant is aware of the requirements of Chapter 1 (beginning at Section 1720 et seq.) of Part 7 of Division 2 of the California Labor Code, as well as Title 8, Section 16000 et seq. of the California Code of Regulations ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the Total Compensation is \$1,000 or more, Consultant and its subconsultants shall fully comply with the Prevailing Wage Laws for their employees and any others to whom such laws are applicable. Consultant and its subconsultants shall also be responsible for any and all violations and fines imposed on them pursuant to the Prevailing Wage Laws. Pursuant to SB 854, which amended the Prevailing Wage Laws, this Agreement would also be subject to compliance monitoring and enforcement by the California Department of Industrial Relations ("DIR"). Beginning April 1, 2015, no consultant or subconsultant may be awarded this Agreement unless registered with the DIR pursuant to Labor Code Section 1725.5. The City will report all necessary agreements to the DIR as required by the Prevailing Wage Laws. Consultant

shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the Project site. It is most efficient for the Consultant to obtain a copy of the prevailing wages in effect at the commencement of this Agreement from the website of the Division of Labor Statistics and Research of the DIR located at [www.dir.ca.gov/dlsr/](http://www.dir.ca.gov/dlsr/). In the alternative, Consultant may obtain a copy of the prevailing wages from the City's Representative. Consultant shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

### **3.4 Termination of Agreement.**

3.4.1 Grounds for Termination. City may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those Services which have been adequately rendered to City, as well as any authorized reimbursable expenses, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

3.4.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.4.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

### **3.5 Ownership of Materials and Confidentiality.**

3.5.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically, electronically or otherwise recorded or stored, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). All Documents & Data shall be and remain the property of City, and shall not be used in whole or in substantial part by Consultant on other projects without the City's express written permission. Within thirty (30) days following the completion, suspension, abandonment or termination of this Agreement, Consultant shall provide to City reproducible copies of all Documents & Data, in a form and amount required by City. City reserves the right to select the method of document reproduction and to establish where the reproduction will be accomplished. The reproduction expense shall be borne by City at the actual cost of duplication. In the event of a dispute regarding the amount of

compensation to which the Consultant is entitled under the termination provisions of this Agreement, Consultant shall provide all Documents & Data to City upon payment of the undisputed amount. Consultant shall have no right to retain or fail to provide to City any such documents pending resolution of the dispute. In addition, Consultant shall retain copies of all Documents & Data on file for a minimum of five (5) years following completion of the Project, and shall make copies available to City upon the payment of actual reasonable duplication costs. In addition, before destroying the Documents & Data following this retention period, Consultant shall make a reasonable effort to notify City and provide City with the opportunity to obtain the documents.

3.5.2 Subconsultants. Consultant shall require all subconsultants to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subconsultant prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or its subconsultants, or those provided to Consultant by the City.

3.5.3 Right to Use. City shall not be limited in any way in its use or reuse of the Documents and Data or any part of them at any time for purposes of this Project or another project, provided that any such use not within the purposes intended by this Agreement or on a project other than this Project without employing the services of Consultant shall be at City's sole risk. If City uses or reuses the Documents & Data on any project other than this Project, it shall remove the Consultant's seal from the Documents & Data and indemnify and hold harmless Consultant and its officers, directors, agents and employees from claims arising out of the negligent use or re-use of the Documents & Data on such other project. Consultant shall be responsible and liable for its Documents & Data, pursuant to the terms of this Agreement, only with respect to the condition of the Documents & Data at the time they are provided to the City upon completion, suspension, abandonment or termination. Consultant shall not be responsible or liable for any revisions to the Documents & Data made by any party other than Consultant, a party for whom the Consultant is legally responsible or liable, or anyone approved by the Consultant.

3.5.4 Indemnification. Consultant shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers and agents free and harmless, pursuant to the indemnification provisions of this Agreement, for any alleged infringement of any patent, copyright, trade secret, trade name, trademark, or any other proprietary right of any person or entity in consequence of the use on the Project by City of the Documents & Data, including any method, process, product, or concept specified or depicted.

3.5.5 Confidentiality. All Documents & Data, either created by or provided to Consultant in connection with the performance of this Agreement, shall be held confidential by Consultant. All Documents & Data shall not, without the prior written consent of City, be used or reproduced by Consultant for any purposes other than the performance of the Services. Consultant shall not disclose, cause or facilitate the disclosure of the Documents & Data to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant that is otherwise known to Consultant or is generally known, or has

become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

### **3.6 General Provisions.**

3.6.1 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective Parties may provide in writing for this purpose:

**Consultant:**

Kingdom Causes, Inc. dba City Net  
4508 Atlantic Ave., # 292  
Long Beach, CA 90807  
Attn: Brad Fieldhouse

**City:**

City of Corona  
400 South Vicentia Avenue  
Corona, CA 92882  
Attn: Darrell Talbert, City Manager

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the Party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.6.2 Indemnification. To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its directors, officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, to the extent arising out of, pertaining to, or incident to any alleged willful misconduct or negligent acts, errors or omissions of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all settlement amounts, expert witness fees and attorneys fees and other related costs and expenses. Notwithstanding the foregoing, to the extent Consultant's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant's obligation to indemnify shall survive expiration or termination of this Agreement, and shall not be restricted to insurance proceeds, if any, received by the City, its directors, officials officers, employees, agents, or volunteers.

3.6.3 Governing Law; Government Code Claim Compliance. This Agreement shall be governed by the laws of the State of California. Venue shall be in Riverside County. In

addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, claims and/or changed conditions, Consultant must comply with the claim procedures set forth in Government Code Sections 900 et seq. prior to filing any lawsuit against the City. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Consultant. If no such Government Code claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Consultant shall be barred from bringing and maintaining a valid lawsuit against the City.

3.6.4 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.6.5 City's Right to Employ Other Consultants. City reserves right to employ other consultants in connection with this Project.

3.6.6 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the Parties.

3.6.6.1 Subconsultants; Assignment or Transfer. Consultant shall not subcontract any portion of the Services required under this Agreement, except as expressly authorized herein, without the prior written approval of the City. Subcontracts, if any, shall include a provision making them subject to all provisions of this Agreement. Consultant shall also not assign, hypothecate or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to subcontract or take any other action not authorized herein shall be null and void, and any subconsultants, assignees, hypothecates or transferees shall acquire no right or interest by reason of such action.

3.6.7 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subconsultants of Consultant, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content or intent of this Agreement.

3.6.8 Amendment; Modification. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.6.9 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel or otherwise.

3.6.10 No Third Party Beneficiaries. Except to the extent expressly provided for in Section 3.6.6, there are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.6.11 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.6.12 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subconsultants to file, a Statement of Economic Interest with the City's Filing Officer as required under state law in the performance of the Services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the Term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.6.13 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.6.14 Attorney's Fees. If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorney's fees and all other costs of such action.

3.6.15 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.6.16 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.6.17 Entire Agreement. This Agreement contains the entire Agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both Parties.

**[SIGNATURES ON NEXT 2 PAGES]**

**CITY'S SIGNATURE PAGE FOR**  
**CITY OF CORONA**  
**PROFESSIONAL SERVICES AGREEMENT**  
**WITH KINGDOM CAUSES, INC. DBA CITY NET**  
**(HOMELESS CASE MANAGEMENT – CORONA HOMELESS STREET OUTREACH**  
**COLLABORATIVE SERVICES)**

IN WITNESS WHEREOF, the Parties have entered into this Agreement as of the date first written above.

**CITY OF CORONA**

By:   
8CE3550982FA4F9...  
Darrell Talbert   
City Manager 

Reviewed By:

  
753C7A3EDE624BD  
Michele Nissen  
Assistant City Manager

Reviewed By:

  
7EA1A220C1F049E...  
Scott Briggs on behalf of Cita Longworth  
Purchasing Manager

**CONSULTANT’S SIGNATURE PAGE FOR**  
**CITY OF CORONA**  
**PROFESSIONAL SERVICES AGREEMENT**  
**WITH KINGDOM CAUSES, INC. DBA CITY NET**  
**(HOMELESS CASE MANAGEMENT – CORONA HOMELESS STREET OUTREACH**  
**COLLABORATIVE SERVICES)**

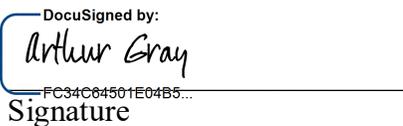
IN WITNESS WHEREOF, the Parties have entered into this Agreement as of the date first written above.

**KINGDOM CAUSES, INC. DBA CITY NET**  
**A CALIFORNIA NON-PROFIT CORPORATION**

By:  DocuSigned by:  
FC34C64501E04B5...  
Signature

Brad Fieldhouse  
\_\_\_\_\_  
Name (Print)

President/Executive Director  
\_\_\_\_\_  
Title (Print)  
(CEO, President, V.P.)

By:  DocuSigned by:  
FC34C64501E04B5...  
Signature

Arthur Gray  
\_\_\_\_\_  
Name (Print)

Board Secretary  
\_\_\_\_\_  
Title (Print)  
(Secretary, CFO, Treasurer)

## EXHIBIT “A” SCOPE OF SERVICES

Consultant promises and agrees to furnish to City all labor, materials, tools, equipment, services, and incidental and customary work to fully and adequately supply homeless case management services for the Corona Homeless Street Outreach Collaborative Services.

City Net will partner with the City of Corona and the Corona Police Department to lead a street level homeless service collaborative. Building upon existing City efforts, City Net will refine and provide collaborative leadership to a focused coalition of city government, health care, law enforcement and other city first responders, advocacy groups, nonprofit organizations, local businesses, various faith communities as well as homeless neighbors. This effort will focus on Corona’s homeless neighbors seeking to engage them in case management with the goal of exiting them from the streets, with the long-term goal of dramatically reducing street-level homelessness locally. City Net will work with regional and state resources to coordinate the care and sheltering of the homeless neighbors.

### KEY ACTIVITIES/DELIVERABLES

- **Ongoing Case Management, prioritizing the most vulnerable and costly cases.** City Net will provide a dedicated Peer Engagement Specialist, Case Manager and a compliment of other specialized staffing as needed for very particular aspects of the work (supplemental outreach staff, housing navigation, faith based/community engagement, data analysis, business engagement, strategic planning with City departments, etc.) to the City. This two member team, will work forty hours per week providing ongoing outreach activities at priority locations across the City – including regular outreach coordination with law enforcement as necessary. City Net will also establish a regular presence at strategic in-reach locations where emergency service provisions are being provided.

City Net will prioritize the small percentage of chronically homeless neighbors, who are typically struggling with mental illness, addiction, and physical disabilities by utilizing data from the City Net initial Homeless Census, during the outreach and case management efforts. City Net’s staff will work with the homeless neighbors to navigate housing opportunities, develop financial stability, and provide linkage to behavioral health resources and other supportive services. City Net will collaborate with the various nonprofit organizations and the various community organizations to provide effective case management services. Once a homeless neighbor has been housed, City Net will continue follow up with the individual for twelve (12) months (as able) to ensure housing retention and linkage to supportive services.

- **Census and Homeless Registry Management.** Utilizing professional case management best practices and existing technology resources (that virtually coordinates with law enforcement), City Net will provide ongoing oversight and management of the local, street level homeless registry. This includes an initial census that will establish a baseline that can

be utilized to measure the progress of outreach efforts and analyze trends within the homeless population. The census collects information on every member of the population. It yields an actual number, and, in this proposed case, demographic, housing, social, economic and other information on the total homeless population. City Net will utilize their ongoing data tracking to provide the stakeholder collaborative with regular updates and recommendations on the street level population.

- **Street Exits.** City Net will ensure that Corona homeless neighbors have access to all local/regional resources, and that city agencies have a conduit in City Net through which they can easily and successfully have homeless neighbors referred to them.
- **Partnership Development.** City Net will integrate all efforts with local collaborative efforts and the County Continuum of Care/Coordinated Entry. City Net will facilitate ongoing case management meetings with key stakeholders as often as needed and as determined by the coalition partners.
- City Net will encourage stakeholders, including the faith community, civic organizations, advocacy groups, businesses and others to achieve long-term solutions to end homelessness for most homeless neighbors and discourage well-intended activities that enable neighbors to be more comfortable remaining in their homelessness.

#### **ADDITIONAL ITEMS TO MONITOR AND ADJUST ONGOING STRATEGY**

- Law enforcement calls for service
- Trainings as needed – community at-large, city staff, faith community, business community, etc.

#### **STAFFING**

- Case Manager
- Peer Engagement Specialist
- Housing Navigator
- Data Specialist
- Community Engagement Specialist (faith-based, fundraising, etc)
- Project Management
- There will be eighty (80) hours per week on average logged on this effort. Most of that will be three (3) consultant employees that will become familiar as they are the case manager(s) primarily and housing navigator secondarily. Other team members will be utilized as the ongoing strategic plan unfolds.

**EXHIBIT “B”  
SCHEDULE OF SERVICES**

Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the homeless case management services for the Corona Homeless Street Outreach Collaborative Services.

**TIMELINE OF ACTIVITIES**

**First 90 Days - Discovery Phase**

- Weekly hot spot outreach with Corona Police Department
- Identification and case management of “Top 5” priority homeless neighbors
- Site visits and asset mapping of key city stakeholders related to cause
- Homeless census and analysis – assessment of current realities in relation to existing homeless counts

**Second 90 Day - Case Management Phase**

- Implement internal and external strategy for public meetings and trainings moving forward
- Continue tracking case management and street exits towards goals
- Coordinate all data with collaborative partners for multi-agency collaborative case management

**Ongoing Quarterly:**

- Quarterly reporting/analysis of key activities and results, in addition to provision of monthly dashboards
- Ongoing training & collaboration meetings (as needed)
- Community engagement: community clubs, council reports, faith-based partnerships, business outreach, etc. (as needed)

**EXHIBIT “C”  
COMPENSATION**

**COST/TERMS**

\$70,000 for December 1, 2018 through June 30, 2019 \*(all inclusive)

\*(all inclusive – staffing, outreach supplies, transportation, whatever-it-takes funds, etc.)



# Homeless Services Dashboard Report May 2019



## Street Outreach and Engagement

	Outreach Contacts <sup>1</sup>	Outreach Line Calls	Client Engagement <sup>2</sup>	Street Exits <sup>3</sup>
Dec 2018	25		8	5
Jan-Mar 2019	222		42	9
April-May 2019	165	26	73	5
<b>TOTAL</b>	<b>412</b>	<b>26</b>		<b>19</b>

- Annual net societal cost savings for exiting **19** homeless neighbors from the streets: **\$165,984<sup>4</sup>**

City Net staff initiated the following homeless activities in the previous month. See footnotes for descriptions of activities that comprise outreach contacts, and client engagements:

Date	Client Activity(ies)	Notes	Location(s)
5/1/19	Engagement, Outreach contact	Outreach event, Follow up	City Park, McKinley Shopping Center, Main/Parkridge
5/3/19	Engagement, Outreach contact	Outreach event	City Park
5/6/19	Engagement, Outreach contact, New intake	Outreach event	6th/Main
5/8/19	Engagement, Outreach contact	Outreach event	Parkridge/Main, City Park
5/13/19	Outreach contact	Outreach event	City Park
5/15/19	Engagement, Outreach Contact, Street exit	Outreach event, Follow up, New intake	City Park, Street exit
5/16/19	Engagement, outreach contact	Follow up	Phone call
5/17/19	Engagement, outreach contact	Outreach event	Corona Public Library, City Park

<sup>1</sup> **Outreach Contacts** reflect the number of interactions for the specific purpose of reaching out to unsheltered homeless neighbors in a process of building trust and offering support toward the long-term goal of connecting them with emergency shelter, housing, or critical services; and providing urgent, non-facility-based care. These activities are intended to help homeless neighbors to obtain appropriate supportive services, including assistance in obtaining permanent housing, medical health treatment, mental health treatment, counseling, supervision, and other services essential for achieving independent living; housing stability case management; and other Federal, State, local, or private assistance available to assist the program participant in obtaining housing stability.. This number can be duplicated in any given reporting period.

<sup>2</sup> **Client Engagement** reflects the current number of homeless neighbors who are voluntarily engaged in a formal case management relationship with City Net. Case managers work with clients to achieve progress on a mutually-agreed upon plan to attain housing and supportive services. Case managers follow-up with housed clients for 6 months after housing to ensure a successful placement. Active cases are engaged once a week on average, and are considered inactive after 90 days of no contact.

<sup>3</sup> **HUD Street Exits** are defined by HUD and enumerated in the HUD systems performance report, and City Net uses these designations for all street exits achieved through the efforts of two or more agencies working together within the context of the homeless collaborative in the city. HUD designates some of these street exits as “temporary” and some as “permanent”, and City Net exercises discretion to count as exited those homeless neighbors who have a reasonable plan in place to move from temporary shelter to permanent housing.

<sup>4</sup> The average gross monthly cost for each homeless neighbor is \$1,446 per month, according to a landmark 2009 financial study of 9,186 homeless individuals in Los Angeles County (“Where We Sleep: Costs When Homeless and Housed in Los Angeles” Economic Roundtable, 2009, <http://www.economicrt.org/pub/>). The study derived this amount by examining the monthly cost burden shared by 16 public and private agencies and programs: Department of Public Health, Department of Mental Health, Probation Department, Homeless Services Authority services, Department of Health Services (DHS) hospital-inpatient, DHS outpatient clinic, DHS emergency room, Department of Public Social Services (DPSS) General Relief, DPSS Food Stamps, DPSS General Relief Housing Vouchers, Sheriff mental health jail facility, Sheriff general jail facility, Sheriff medical jail facility, private hospitals-emergency room, private hospitals- inpatient, and paramedics. There is still a cost burden when homeless neighbors are housed, because they continue to draw on these agencies, but the study found the costs were reduced by 50%, saving \$728 per month per person when a homeless neighbor is housed.



# Homeless Services Dashboard Report May 2019



Date	Client Activity(ies)	Notes	Location(s)
5/22/19	Engagement, Outreach contact, New intake	Outreach event, New Intake	City Park
5/24/19	Client engagement	New intake	Palisades by Train tracks
5/31/19	Client engagement, New intake, Follow up	Street exit	Client relocation
4/29/19	Outreach contact, engagement, street exit	Outreach event	City Park, 6 <sup>th</sup> /Lincoln, Civic Center, 3rd/Ramona, Street exit to Set Free, 6 <sup>th</sup> street Burger Basket, 3 <sup>rd</sup> Street Medical Center, Settlement House

### Client Expenses

Date	Merchant	Amount	Comment	Category
5/4/19	Riverside Transit Agency	\$80.00	Bus passes for clients	Basic Project Expenses
5/7/19	Riverside Downtown Center	\$30.50	Birth Certificate for client	Client Outreach Services
5/16/19	Chevron	\$6.48	Water for Corona clients	Client Outreach Services
5/16/19	Greyhound Lines	\$477.00	Greyhound bus fare tickets	Client Outreach Services – Bus
5/17/19	McDonald's	\$47.20	Food gift cards for client's relocation	Client Outreach Services
5/17/19	Lyft Ride	\$35.10	Lyft ride to Greyhound Station	Client Outreach Services – Client's Lyft ride
5/18/19	Orbitz	\$238.02	Motel assistance for clients	Client Outreach Services – Bridge Housing
	<b>TOTAL</b>	<b>\$914.30</b>		

### Community Engagement

In addition to the client activities listed above, City Net staff participated in the following meetings to build relationships with key stakeholders in the region and to build capacity for future collaborative efforts:

- 5/15/19: Corona homeless task force meeting
- 5/22/19: Corona homeless City Council study session
- 5/29/19: Second Mile Ministry meeting. City Net met with local stakeholder to share information and integrate service efforts.



### Street Outreach/ Case Management Successes (most recent at top)

5/15/19: Homeless couple has lived in Corona for many years. Six months ago, they found themselves struggling financially and their families moved away which ultimately led them to becoming homeless. City Net met the couple at City Hall, they wanted to get into shelter because the girlfriend has congestive heart failure. The male client mentioned that his mother may be able to take them in so that they won't have to stay outdoors with their health problems. City Net case managers reached out to his mother and she was very receptive to having him come home. In collaborative efforts with Corona PD, case managers transported the clients to the Greyhound bus station in Claremont. City Net assisted with the fares for the clients and purchased lunch and food gift cards for their ride home. Case managers followed up with the clients and provided different resources for their new housing destination. We followed-up after the trip and the clients reported they made it safely and they are now in a stable environment working towards employment.

4/26/19: Older homeless woman has lived in Corona for over 10 years and has struggled with substance abuse and homelessness. She has reportedly been living in and out of a house that is often raided by Corona PD for drug and gang activity. For the past 6 months, client has been living with her mother in a senior community. The policy of this senior community does not allow her to live with her mother and so far she has not been seen by security. Because she may be forced to leave at any given moment, client's brother called the City Net outreach line on her behalf. Client and brother met with staff at the Corona Public Library during in-reach and discussed various housing options. After much discussion, client agreed to go to Set Free in Lake Elsinore. On 4/29, client was transported to Set Free with our staff and was dropped off for intake.

4/22/19: Young male client has been homeless for the past 7 years. He reported of struggling with drug addiction and was diagnosed with a form of developmental delay. He came to Corona hoping to find resources and a place to sleep as he makes his way to Redding, CA. Client stated that he would like to connect with his case worker in Redding who is working on placing him into a group home. Staff members approached client at City Park on 4/22/19 where he had been staying for the past 3 days. After meeting with staff, client expressed an interest in case management services from City Net and was willing to explore any shelter options that is available to him. Client agreed to stay at the Path of Life shelter in Riverside. Staff transported client to the Settlement House in the City Net van. Client was able to obtain a sack lunch and a new outfit from their thrift store. Client was then transported to Path of Life and was dropped off for intake.

4/2/19: In early March a homeless woman was referred to City Net by city staff, who in turn was alerted by a Pastor in Norco. Client was a Corona resident who became homeless and living in her car with her emotional support dog. She struggles with mental health issues and is on disability, but not a large enough amount to make rent. She has been on the list for Section 8 housing for 3 years. While living in her car she had been making installment payments on an old 24-foot trailer she was planning to live in. To further complicate matters, the trailer was in Hemet and she wanted to live locally but didn't have a car that could tow the trailer. City Net's case manager helped her through multiple RV Park applications and city staff reached out to various local stakeholders to find financial assistance and other resources. It was a group effort and many different organizations (Crossroads, City of Riverside, Corona-Norco Rescue Mission, Path of Life, Starting Over, and more) were contacted, which yielded the money she needed to move into an RV Park. City Net staff helped her with her move in and paperwork. Furthermore, City Net and Crossroads Church worked together to pay her deposit, application fee, first month's rent and towing fees (\$1450 in total). Client was very thankful and grateful for everyone's assistance and was relieved to finally have a place to call home.

3/11/19: Client reached out to City Net via the outreach line and inquired about City Net services. She was previously staying in a church home but was unable to stay due to a conflict with other housemates. Client has experienced



homelessness off and on over the years and is accustomed to going from one home to another. She reached out to New Beginnings, a church that she recently connected with. From there, she was referred to City Net and made an appointment to meet with Case Managers later that week. Client was in desperate need of shelter and was willing to go anywhere where she felt comfortable. City Net then recommended the client to Set Free - a transitional program for men and women in Lake Elsinore. After speaking with the staff at Set Free and a moment of prayer, the client decided to go to Set Free and was transported to Lake Elsinore with City Net staff. Client was welcomed with open arms to a household of women who said to her at her arrival that they "never turn anyone away."

3/7/19: Client was approached by City Net at Rinpau Park. Client expressed a strong desire to be sober and to get off the streets due to the dangers of her environment and cold weather. Client is a well-known homeless neighbor who has been approached by Corona Police Department numerous times and has often shown signs of significant disabilities. With the help of City Net, client was able to obtain new, warm clothes and a sack lunch from the Settlement House. Client was later transported by City Net to the Social Services office to apply for benefits. Client completed her day as City Net funded transportation to Path of Life. Staff connected with client again a week later when she was in Corona visiting her son. Client reported that she had a positive experience at the shelter and that she was only visiting Corona.

3/6/19: Client reached out to City Net via the outreach line. He sometimes lives in a house owned by a relative, but she cannot always accommodate client. Client was looking to stay away from Corona and be somewhere safe and warm. After presenting client with multiple options, he agreed to go to Path of Life Homeless Shelter in Riverside. After completing an intake with City Net, client was given a bus pass and directions on how to reach the shelter. Client later contacted staff and reported that he made it safely to the shelter and shared his gratitude. Client recently contacted staff earlier this week and reported that he is still at the shelter and thanked City Net for the assistance.

2/8/19: Client is a high-profile local resident of Corona who was recently imprisoned for the past 5 years. He has been homeless for 6 months and is struggling with addiction to heroin. Client has been approached by Corona PD on a regular basis regarding his behavior and is also currently on parole. We have worked with client since the start of this project and he has had a difficult time staying sober and being proactive. However, with the guidance of City Net staff, client decided to enroll himself into the Salvation Army in Perris. He was transported to the facility by City Net staff and we assisted him with his intake process. After recently following up with the client, we have learned that client's stay at the Salvation Army was short lived. However, client continues to express a strong interest in recovery and continues to work with City Net to find an alternative solution.

2/6/19: Client is an elderly homeless female who has struggled with years of alcoholism. She was referred by Corona Police Officer Hartman, Officer Walker and was also working with a volunteer advocate. We met with client at a Motel 6 with Corona PD and found her heavily intoxicated and barely coherent. With the assistance of the advocate, she was able to sober up and worked with City Net by completing an intake packet. She was also assisted with completing an "on the phone" intake with the CARES hotline to start the process of getting her detox services with Riverside County. In attempt to fast track client to a detox facility on that day, she was escorted via Uber to Menifee Medical Center to enter their detox facility. Unfortunately, due to over capacity, she was unable to receive their services. However, with client still in the process of getting a county bed, she needed to complete a psychiatric assessment and get cleared by a physician prior to detox. City Net was then able to find a mental health urgent care in Perris that will not only provide her with the assessment, but will also allow client to stay overnight at the facility until she completes her assessment. Client was transported to the Perris Mental Health Urgent Care, met with their clinical staff and agreed to do an intake.



**Housing Destination Chart**

	HUD HMIS Exit	HMIS Code	Type	Exits
<b>Homeless Shelters</b>	Place not meant for habitation	16	Temporary	0
	Emergency shelter, including hotel or motel paid for with emergency shelter voucher	1	Temporary	9
	Safe Haven	18	Temporary	0
	Transitional Housing for homeless persons (including homeless youth)	2	Temporary	0
<b>Sheltered Temporary Situations</b>	Hotel or motel paid for without emergency shelter voucher	14	Temporary	5
	Residential project or halfway house with no homeless criteria	29	Temporary	0
	Staying or living with family, temporary tenure (room, apartment, or house)	12	Temporary	0
	Staying or living with friends, temporary tenure (room, apartment, or house)	13	Temporary	0
<b>Institutional Situations</b>	Psychiatric hospital or other psychiatric facility	4	Temporary	1
	Substance abuse treatment facility or detox center	5	Temporary	0
	Hospital or other residential non-psychiatric medical facility	6	Temporary	0
	Jail, prison, or juvenile detention facility	7	Temporary	0
	Foster care home or foster care group home	15	Temporary	0
	Long-term care facility or nursing home	25	Permanent	0
<b>Continuum PH</b>	Rental by client, with RRH or equivalent subsidy	31	Permanent	0
	Permanent housing (other than RRH) for formerly homeless persons	3	Permanent	0
<b>Rent/Own with Subsidy</b>	Rental by client, with GPD TIP housing subsidy	28	Permanent	0
	Rental by client, with VASH housing subsidy	19	Permanent	0
	Rental by client, with other ongoing housing subsidy	20	Permanent	0
	Owned by client, with ongoing housing subsidy	21	Permanent	0
<b>Rent/Own no Subsidy</b>	Rental by client, no ongoing housing subsidy	10	Permanent	1
	Owned by client, no ongoing housing subsidy	11	Permanent	0
<b>Other Perm</b>	Staying or living with family, permanent tenure	22	Permanent	3
	Staying or living with friends, permanent tenure	23	Permanent	0
<b>Other</b>	Deceased	24	Other	0
			<b>TOTAL</b>	<b>19</b>