

*STAFF REPORT**CITY OF OCEANSIDE*

DATE: May 2, 2012

TO: Honorable Mayor and City Council Members

FROM: Police Department

SUBJECT: **RESOLUTION ACCEPTING \$250,000 IN GRANT FUNDS FROM THE GOVERNOR'S OFFICE OF EMERGENCY SERVICES CALIFORNIA GANG REDUCTION, INTERVENTION, AND PREVENTION PROGRAM FOR THE OCEANSIDE GRIP 2012-2013 PROJECT AND APPROVAL OF PROFESSIONAL SERVICE AGREEMENT WITH VISTA COMMUNITY CLINIC FOR PROGRAM ACTIVITIES FUNDED THROUGH THE GRANT**

SYNOPSIS

Staff and the Police and Fire Commission recommend that the City Council adopt a resolution accepting grant funds in the amount of \$250,000 from the California Emergency Management Agency California Gang Reduction, Intervention, and Prevention Program for the Oceanside GRIP 2012-2013 Project; approving the grant budget; approving the appropriation of the funds to the Police Department; and authorizing the City Manager to execute all grant documents; approve a professional service agreement with Vista Community Clinic in the amount of \$88,000 for grant funded activities; and authorize the City Manager to execute the agreement.

BACKGROUND

In December 2011, the California Emergency Management Agency (Cal EMA) announced a competitive funding opportunity for up to \$250,000 in grant funds for gang prevention, intervention and suppression activities. The California Gang Reduction, Intervention, and Prevention (Cal GRIP) Program required that the application include an evidence-based program, that at least 20 percent of the funds be distributed to one or more community-based organizations and a dollar-for-dollar match.

In January 2012, the Oceanside Police Department (OPD) in collaboration with the City's Neighborhood Services Department and the Oceanside Community Safety Partnership (OCSP) submitted a \$250,000 Cal GRIP proposal, Oceanside GRIP 2012-2013, to fund gang suppression, intervention, and prevention activities in the Mesa Margarita area of the City. The proposal would fund overtime for Oceanside police officers to conduct directed patrols in the target area and to research and update the gang injunction currently in place against Varrio Mesa Locos street gang. The proposal

included funds to sustain the youth program provided by Vista Community Clinic at Libby Lake Park and funding for community outreach activities planned and coordinated by the City's Neighborhood Services Department. On March 21, 2012, staff was notified that the City of Oceanside received an award of \$250,000 for the Oceanside GRIP 2012-2013 Project.

ANALYSIS

Approximately 60 percent of the budget of the Oceanside GRIP 2012-2013 Project will fund overtime and benefits for directed patrols in the target area and for officers to research and update the gang injunction in place since 2000 against the Varrío Mesa Locos gang. The directed patrols in the target neighborhood which is bordered by Concho Place, Parker Street and Arthur Avenue to the north, Leon and Hollowglen Streets to the east, North River Road to the south and Holiday Way and Marblehead Bay Drive to the west, will not only demonstrate a zero tolerance to gang activity, but will provide current information on gang activity and membership. This information will be used to update the current gang injunction. Officers will make contact with juveniles who appear to be engaging in at-risk behaviors and attempt to contact their parents to advise them of the potential for gang involvement and provide resource information. OPD's Special Enforcement Section (SES) of the Investigations Division will be responsible for planning and conducting these directed patrols and injunction update.

Approximately 35 percent of the budget of the Oceanside GRIP 2012-2013 Project will fund Project REACH in the Libby Lake Community Center for one year beginning July 1, 2012. A Professional Service Agreement (PSA) with Vista Community Clinic (VCC) in the amount of \$88,000 will provide prevention/intervention activities for approximately 60 youth. Funding for the current Project REACH program at Libby Lake Community Park is due to expire on June 30, 2012. This Cal GRIP funding enables the program to continue for an additional year. The VCC REACH program has been recognized by OPD as one of the most effective gang-prevention efforts in the region. VCC staff members are currently certified presenters and trainers for the Guiding Good Choices (GGC) program which was one of the evidence-based programs required by the grant application. VCC will offer the GGC program to 45 parents during the grant period.

Approximately 5 percent of the Oceanside GRIP 2012-2013 budget will fund three community outreach activities in the project area and two youth trips to the Museum of Tolerance in Los Angeles. These activities will be planned and coordinated by the City's Neighborhood Services Department (NSD). Brendan Mangan, Management Analyst in the Housing Division of NSD, will provide program coordination, manage the PSA with VCC, and complete the required grant reports. The OCSP Steering Committee will be the coordinating and advisory council for this grant.

FISCAL IMPACT

Acceptance of the grant funds in the amount of \$250,000 will allow the provision of services described without impacting the General Fund. Grant costs will be reimbursed

by Cal EMA on a quarterly basis for costs incurred during the previous three months. As lead agency, OPD will be responsible for reimbursing project partners for their costs on a monthly basis.

The dollar-for-dollar match required under the grant is provided using existing positions at OPD, the City of Oceanside Neighborhood Services Department, and VCC. Allowable matching funds for the City are the regular salary and benefits of: one police officer assigned to the Gang Suppression unit and the Community Resource Center Assistant position at the Libby Lake Community Park. The VCC match is provided using a portion of the Administrator, Assistant Director and Program Manager, educational materials, office supplies, building and maintenance costs.

The appropriations by business unit and object code are detailed below. If there is a negative cash balance at fiscal year-end due to a pending reimbursement from the grantor, the business unit will receive a temporary advance from the general fund that is not to exceed 60 business days.

Expenditures	Appropriation	Business Unit/Object Code
Overtime for Directed Patrol & Updating Injunction	\$149,552	817125300272.5120
Benefits for Overtime	\$2,169	8171253000272.5207
Outreach Activities (3)	\$10,279	817125300272.5355
Vista Community Clinic Project REACH	\$88,000	817125300272.5395
Revenues	Appropriation	Business Unit/Object Code
Reimbursement for Expenditures	\$250,000	817125300272.4376

COMMISSION OR COMMITTEE REPORT

The Police and Fire Commission reviewed this matter at its regular monthly meeting on April 19, 2012, and recommended City Council approval of staff recommendations. Information regarding this grant has been distributed to the Oceanside Community Safety Partnership Steering Committee and OCSP fully supports acceptance of this grant and the associated grant activities.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff and the Police and Fire Commission recommend that the City Council adopt a resolution accepting grant funds in the amount of \$250,000 from the California Emergency Management Agency California Gang Reduction, Intervention, and Prevention Program for the Oceanside GRIP 2012-2013 Project; approving the grant budget; approving the appropriation of the funds to the Police Department; and authorizing the City Manager to execute all grant documents; approve a professional service agreement with Vista Community Clinic in the amount of \$88,000 for grant funded activities; and authorize the City Manager to execute the agreement.

PREPARED BY:

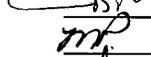
SUBMITTED BY:


Linda T. Wood
Program Specialist


Peter A. Weiss
City Manager

REVIEWED BY

Michelle Skaggs-Lawrence, Deputy City Manager
Frank McCoy, Police Chief
Margery Pierce, Neighborhood Services Director
Teri Ferro, Financial Services Director


EXHIBITS/ATTACHMENTS

Attachment A – Resolution
Attachment B – Award Notification
Attachment C – Professional Service Agreement - Vista Community Clinic

1 PASSED AND ADOPTED by the City Council of the City of Oceanside, California,
2 this _____ day of _____, 2012 by the following vote:

- 3 AYES:
- 4 NAYS:
- 5 ABSENT:
- 6 ABSTAIN:
- 7
- 8

9 _____
MAYOR OF THE CITY OF OCEANSIDE

10 ATTEST:

APPROVED AS TO FORM:

11 _____
12 _____
13 City Clerk

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City Attorney *SOCA*

26 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OCEANSIDE AUTHORIZING THE
27 ACCEPTANCE OF \$250,000 IN GRANT FUNDS FROM THE GOVERNOR'S OFFICE OF EMERGENCY
28 SERVICES FOR A GANG PREVENTION AND INTERVENTION PROGRAM



March 15, 2012

Mr. Peter A. Weiss
City Manager
City of Oceanside
300 N. Coast Highway
Oceanside, CA 92054-2659

Dear Mr. Weiss:

Congratulations, your project has been selected to receive funding through the 2011 California Gang Reduction, Intervention, and Prevention (CalGRIP) Program of the California Emergency Management Agency (Cal EMA). Pending completion and/or revision of all required application forms, your agency will be awarded \$250,000 for the grant award period beginning on January 1, 2012, and ending on December 31, 2013.

Gina Madlangbayan, Cal EMA Program Specialist, is assigned to your grant and will be contacting you within the next week in order to process your application. To assist you in finalizing this process, please refer to the Recipient Handbook, available on the Cal EMA website at www.calema.ca.gov.

The Governor's Budget proposes the transfer of your grant to the Board of State and Community Corrections effective July 1, 2012. In anticipation of the Legislature approving this proposal, you are required to submit a "Final" "payable" Report of Expenditures and Request for Funds (Cal EMA 2-201) to Cal EMA no later than April 30, 2012 for all costs incurred through March 31, 2012 (including match).

Your grant will remain in effect for the duration of the agreed upon grant award period. Any reimbursement claims after April 30, 2012, must be submitted to the Board of State and Community Corrections, 600 Bercut Drive, Sacramento, CA, 95811, and can be reimbursed by the Board after July 1, 2012, under Item 5227-101-0214 of the Budget Bill (e.g., Senate Bill 957). After July 1, 2012, any questions concerning your CalGRIP grant should be directed to:

Aaron Long, Field Representative
Corrections Planning and Programs Division
(916) 324-1427
Aaron.Long@cdcr.ca.gov

3650 SCHRIEVER AVENUE, MATHER, CA 95655
PUBLIC SAFETY AND VICTIM SERVICES DIVISION
(916) 845-8112 TELEPHONE (916) 636-3764 FAX

Mr. Peter A. Weiss
March 15, 2012
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Or

Oscar Villegas, Field Representative
Corrections Planning and Programs Division
(916) 445-3146
Oscar.Villegas@cdcr.ca.gov

We look forward to the successful implementation of this project. If you have any questions concerning the application process, please contact Gina Madlangbayan via e-mail at gina.madlangbayan@calema.ca.gov. If you have questions about the funding change, please contact Public Safety Branch Chief, Stacy Mason-Vegna, at stacy.mason-vegna@calema.ca.gov, or by phone at (916) 845-8250.

Sincerely,

A handwritten signature in black ink, appearing to read 'B. A. Murphy', written over a horizontal line.

BRENDAN A. MURPHY
Assistant Secretary

CITY OF OCEANSIDE

PROFESSIONAL SERVICES AGREEMENT

**PROJECT: OCEANSIDE GRIP 2012 PROJECT
VISTA COMMUNITY CLINIC PROJECT REACH PROGRAM with
SERVICES AT LIBBY LAKE COMMUNITY CENTER**

THIS AGREEMENT, dated March 28, 2012, for identification purposes, is made and entered into by and between the CITY OF OCEANSIDE, a municipal corporation, hereinafter designated as "CITY", and VISTA COMMUNITY CLINIC, a nonprofit community benefit organization, hereinafter designated as "CONSULTANT."

The purpose of this agreement is to describe the cooperative relationships, services, and activities to be undertaken by CITY and CONSULTANT for activities to be completed under the **City of Oceanside, GRIP 2012 Program** with funding provided through the **California Emergency Management Agency, California Gang Reduction, Intervention and Prevention Program (CalGRIP) 2011/12**. Specifically this agreement is designed to describe the Vista Community Clinic (VCC) Project REACH program services that CONSULTANT will provide at the City of Oceanside's Libby Lake Community Center for the period from July 1, 2012 through June 30, 2013 and the associated Guiding Good Choices and Project Toward No Drug Abuse program services that CONSULTANT will provide during the period from July 1, 2012 through December 31, 2013. Funding for the program activities described in this agreement is contingent upon the City receiving CalGRIP 2011/12 grant funding in the amount of \$250,000. Beginning and end dates for activities described are contingent upon funding approval for those dates.

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **SCOPE OF WORK.** The project is more particularly described in Attachment A, attached hereto and incorporated herein by reference. CONSULTANT will implement the VCC Project REACH program at the Libby Lake Community Center from July 1, 2012, through June 30, 2013, providing program services to 60 youth, ages 11 to 18 annually. In addition, CONSULTANT will implement the Guiding Good Choices and Project Toward No Drug Abuse programs described in Attachment A during the period from July 1, 2012 through December 31, 2013.
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 Oceanside Police Department Chief of Police. CONSULTANT shall be solely responsible for the performance of any of its employees, agents, or subcontractors under this

**Oceanside GRIP 2012 PROJECT
VCC PROJECT REACH AT LIBBY LAKE COMMUNITY CENTER**

Agreement. CONSULTANT shall report to the CITY any and all employees, agents, and consultants performing work in connection with this project, and all shall be subject to the approval of the CITY.

3. **WORKERS' COMPENSATION.** Pursuant to Labor Code section 1861, the CONSULTANT hereby certifies that the CONSULTANT is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and the CONSULTANT will comply with such provisions, and provide certification of such compliance as a part of this Agreement.

4. **LIABILITY INSURANCE.**

4.1. CONSULTANT shall, throughout the duration of this Agreement maintain comprehensive general liability and property damage insurance, or commercial general liability insurance, covering all operations of CONSULTANT, its agents and employees, performed in connection with this Agreement including but not limited to premises and automobile.

4.2. CONSULTANT shall maintain liability insurance in the following minimum limits:

Comprehensive General Liability Insurance
(bodily injury and property damage)

Combined Single Limit Per Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000*

Commercial General Liability Insurance
(bodily injury and property damage)

General limit per occurrence	\$ 1,000,000
General limit project specific aggregate	\$ 2,000,000

<u>Automobile Liability Insurance</u>	\$ 1,000,000
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*General aggregate per year, or part thereof, with respect to losses or other acts or omissions of CONSULTANT under this Agreement.

4.3. If coverage is provided through a Commercial General Liability Insurance policy, a minimum of 50% of each of the aggregate limits shall remain available at all times. If over 50% of any aggregate limit has been paid or reserved, the CITY may require

Oceanside GRIP 2012 PROJECT
VCC PROJECT REACH AT LIBBY LAKE COMMUNITY CENTER

additional coverage to be purchased by the CONSULTANT to restore the required limits. CONSULTANT shall also notify the CITY promptly of all losses or claims over \$25,000 resulting from work performed under this contract, or any loss or claim against the CONSULTANT resulting from any of the CONSULTANT'S work.

- 4.4 All insurance companies affording coverage to the CONSULTANT for the purposes of this Section shall add the City of Oceanside as "additional insured" under the designated insurance policy for all work performed under this agreement. Insurance coverage provided to the City as additional insured shall be primary insurance and other insurance maintained by the City of Oceanside, its officers, agents, and employees shall be excess only and not contributing with insurance provided pursuant to this Section.
- 4.5 All insurance companies affording coverage to the CONSULTANT pursuant to this agreement shall be insurance organizations admitted by the Insurance Commissioner of the State of California to transact business of insurance in the state or be rated as A-VII 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. **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

**Oceanside GRIP 2012 PROJECT
VCC PROJECT REACH AT LIBBY LAKE COMMUNITY CENTER**

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

6. **COMPENSATION.** CONSULTANT'S compensation for all work performed in accordance with this Agreement, shall not exceed the total contract price of Eighty-eight Thousand Dollars (\$88,000) as referenced in the Project Budget attached hereto as Attachment B and incorporated herein by reference. Consultant shall provide an itemized invoice for payment by City on a monthly basis. All items on the invoice shall be for costs incurred under the project Scope of Work and identified in the Project Budget. CONSULTANT'S Chief Executive Officer shall sign the payment request form, or shall submit a letter to City designating another person authorized to sign the invoice.

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

7. **TIMING REQUIREMENTS.** Time is of the essence in the performance of work under this Agreement and the timing requirements shall be strictly adhered to unless otherwise modified in writing. All work shall be completed in every detail to the satisfaction of the Oceanside Police department Chief of Police no later than December 31, 2013.
8. **ENTIRE AGREEMENT.** This Agreement comprises the entire integrated understanding between CITY and CONSULTANT concerning the work to be performed for this project and supersedes all prior negotiations, representations, or agreements.
9. **INTERPRETATION OF THE AGREEMENT.** The interpretation, validity and enforcement of the Agreement shall be governed by and construed under the laws of the State of California. The Agreement does not limit any other rights or remedies

**Oceanside GRIP 2012 PROJECT
VCC PROJECT REACH AT LIBBY LAKE COMMUNITY CENTER**

available to CITY.

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

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

10. **AGREEMENT MODIFICATION.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by the parties hereto.
11. **TERMINATION OF AGREEMENT.** Either party may terminate this Agreement by providing thirty (30) days written notice to the other party. If any portion of the work is terminated or abandoned by the CITY, then the CITY shall pay CONSULTANT for any work completed up to and including the date of termination or abandonment of this Agreement. The CITY shall be required to compensate CONSULTANT only for work performed in accordance with the Agreement up to and including the date of termination.
12. **SIGNATURES.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY.

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

VISTA COMMUNITY CLINIC

CITY OF OCEANSIDE

By: Barbara Manning

By: _____

Peter A. Weiss, City Manager

Barbara Manning CEO
Print name and title

APPROVED AS TO FORM:

95-2815615 073383754
Employer ID Number DUNS Number

[Signature]
City Attorney

NOTARY ACKNOWLEDGMENTS OF CONSULTANT MUST BE ATTACHED.

CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

State of California

County of San Diego

On April 19, 2012 before me, Sharon Bell, Notary Public
(Here insert name and title of the officer)

personally appeared Barbara Mannino

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.

Sharon Bell
 Signature of Notary Public



(Notary Seal)

ADDITIONAL OPTIONAL INFORMATION

INSTRUCTIONS FOR COMPLETING THIS FORM

Any acknowledgment completed in California must contain verbiage exactly as appears above in the notary section or a separate acknowledgment form must be properly completed and attached to that document. The only exception is if a document is to be recorded outside of California. In such instances, any alternative acknowledgment verbiage as may be printed on such a document so long as the verbiage does not require the notary to do something that is illegal for a notary in California (i.e. certifying the authorized capacity of the signer). Please check the document carefully for proper notarial wording and attach this form if required.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. he/~~she/they~~, is /~~are~~) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document

<p>DESCRIPTION OF THE ATTACHED DOCUMENT</p> <p><u>Professional Services Agreement</u> <small>(Title or description of attached document)</small></p> <p><u>City of Oceanside Grip 2012</u> <small>(Title or description of attached document continued)</small></p> <p>Number of Pages <u>8</u> Document Date <u>4-19-12</u></p> <p>_____ <small>(Additional information)</small></p>

<p>CAPACITY CLAIMED BY THE SIGNER</p> <p><input checked="" type="checkbox"/> Individual (s) <input type="checkbox"/> Corporate Officer</p> <p>_____ <small>(Title)</small></p> <p><input type="checkbox"/> Partner(s) <input type="checkbox"/> Attorney-in-Fact <input type="checkbox"/> Trustee(s) <input type="checkbox"/> Other _____</p>
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**OCEANSIDE GRIP 2012 PROJECT
VCC PROJECT REACH SERVICES AT LIBBY LAKE COMMUNITY CENTER**

**ATTACHMENT A
SCOPE OF WORK**

A. VISTA COMMUNITY CLINIC RESPONSIBILITIES

Vista Community Clinic (VCC) shall perform the following services for the City of Oceanside under this agreement for the contract period from July 1, 2012 through December 31, 2013.

1. VCC will implement Project REACH youth development program services at the City of Oceanside's Libby Lake Community Center for the period from July 1, 2012 through June 30, 2013, providing services to a minimum of 60 youth ages 11 to 18 annually. Youth participating in the program will demonstrate an increase in protective factors as indicated by pre and post testing and a reduction in contact with the juvenile justice system. Long term goals for participating youth is that they will consistently show an increase in protective factors, decreased drop out rates, improved academic achievement, lower levels of substance abuse, and reduced rates of criminal offending.
2. VCC will provide the 5 session Guiding Good Choices (GGC) program to 45 parents from the Mesa Margarita area during the period from July 1, 2012 though December 31, 2013.
3. VCC staff will be trained in the Project Toward No Drug Abuse program and will provide that program to 40 youth from the Mesa Margarita area during the period from July 1, 2012 through December 31, 2013.
4. VCC staff responsible for program management and reporting for the Libby Lake Project REACH, Guiding Good Choices, and Toward No Drug Abuse programs provided under this agreement will meet with the Neighborhood Services Department Management Analyst responsible for grant coordination (hereinafter referred to as "Grant Coordinator") on a quarterly basis to review program progress.
5. VCC will submit written quarterly reports during the contract period to the Grant Coordinator, containing all information required to meet grant reporting requirements, including but not limited to description of program activities funded through this grant, number of participants, academic achievement and drop out rates, levels of substance abuse, and rates of criminal offending.
6. VCC will submit monthly invoices to the Grant Coordinator with supporting documentation for authorized grant expenses. Monthly invoices will also include reports and supporting documentation for VCC match for grant. VCC budget and

**OCEANSIDE GRIP 2012 PROJECT
VCC PROJECT REACH SERVICES AT LIBBY LAKE COMMUNITY CENTER**

match are described in the program budget. (Attachment B)

7. VCC will provide a safe and healthy environment during the implementation of all project activities, free of tobacco, alcohol, drugs, and violence.
8. VCC will maintain copies of program documentation and publicity and will provide these to the Grant Coordinator if requested.
9. A VCC staff member will attend the monthly OCSP Steering Committee meetings and provide a verbal report of progress on grant activities.

B. CITY OF OCEANSIDE RESPONSIBILITIES

1. CITY will provide funding of \$88,000 through the CalGRIP 2011-12 grant for program services described in this agreement. Funds will be paid in a timely manner in response to complete and accurate monthly invoices submitted by VCC.
2. CITY will assist VCC with community outreach to promote attendance in the programs described in this agreement.
3. CITY Grant Coordinator will meet with VCC staff on a quarterly basis to review program goals, objectives, and reporting requirements.

Attachment B: Vista Community Clinic - REACH Libby Lake Program Services Budget 2012/13

Vista Community Clinic - Libby Lake REACH Program Budget 7/1/12 to 6/30/2013		
Operating Expenses	Budget	VCC Match for Grant
Vista Community Clinic - REACH Program		
Administrator (5% FTE)		\$7,000
Assistant Director (10% FTE)		\$6,500
Program Manager (20% FTE)		\$11,053
Project/Site Coordinator (\$16.7139/hr X 40 hr/wk X 52 wks)	\$34,765	
Site Assistant (\$11.63/ hr X 20 hrs/wk X 52 weeks)	\$12,095	
Site Assistant (36 hrs training + 30 hrs Guiding Good Choices training = 66 hrs total @ \$11.63)	\$768	
Tutorial Assistant (\$11.79/hr X 20 hrs/wk X 52 wks)	\$12,262	
Tutorial Assistant (28 hrs training + 30 hrs Guiding Good Choices training = 58 hrs total @ \$11.79)	\$684	
Health/Parent Educator (\$15.058/hr X 416 hrs/yr)		\$6,264
Fringe - \$60,574 X 19% (Accrued Vacation 0.7%; Payroll Taxes 7.65%; Retirement 2.03%, Insurance: WC 2.24%, Health 5.72%, Disability .37%; Employee Assistance .29%)	\$11,509	\$5,855
Conference Travel (Hotel San Francisco rate - \$140/night; Airfare \$258; Per diem - \$40/day X 2 days = \$478 X 2 staff = \$956 + Taxi \$40 trip X 3 trips)	\$1,076	
Mileage (294.4 miles/mo X 12 mos X \$0.51/mile)	\$1,802	
Educational Materials for project activities/lessons (\$150/mo X 12 mos)		\$1,800
Parent Meeting Supplies (\$15 book X 15 parents X 3 cohorts)	\$675	
Parent Meeting Attendance Incentives (gift cards given at completion of cohort) (\$10/class X 5 classes/cohort X 15 parents/cohort X 3 cohorts)	\$2,250	
Office Supplies: paper, pens, printer toner, school supplies for program youth (\$150/mo X 12 mos)		\$1,800
Cleaning/Sanitation Supplies (disinfectant, wipes, cleaner, mops) \$25/mo X 12 mos	\$300	
Janitorial Services to maintain site for daily activities (\$90/mo X 12 mos)	\$1,080	
Security Services for site (\$280/quarter X 4 quarters/yr)		\$1,120
Libby Lake community Center Rent (\$462/mo X 12 mos)	\$5,544	
Cell Phones/Internet (\$65/mo X 12 mos)	\$780	
Copier/Printing - paper and toner (\$50/mo X 12 mos)		\$600
Incentives (\$250/mo X 12 mos)		\$3,000
Bus Passes (\$36/pass X 10 students X 9 mos school year)		\$3,240
Staff Development - Fees associated with EBI training for 4 staff: Trainer fees - 2-day training \$1900; Travel Reimbursement to trainer - Per diem \$200/day X 2 days; Mileage Rate 100 miles/day X 2 days @ \$0.55 mile	\$2,410	
Bldg Costs & Utilities (Janitorial, Security, M&R Building, Maintenance, landscaping, pest control - \$60/mo; Utilities-Electric, Water, Trash Removal \$54/mo; Insurance \$28/mo; Telephone \$26/mo = \$168/mo per FTE X 2.35 FTE X 12 mos)		\$4,738
Van Expenses - 2 vans used for transportation to program field trips Insurance \$184.02/mo; Gas \$150/mo; Maintenance \$100/mo = \$434.02/mo X 12 mos X 2 vans; + Registration \$271/yr X 2 vans		\$10,958
Indirect costs - (Personnel - \$108,754 @ 17.8% Current Federal Indirect Rate		\$19,358
Budget Totals	\$88,000	\$83,286