

SCOPE OF SERVICES

Davis Street Family Resource Center shall provide Basic Need services to the San Leandro community, by providing emergency services to assist those who are at risk of or who are already experiencing homelessness to support their reintegration in the community.

Major Activities (Per Fiscal Year)

- Provide transportation assistance such as emergency bus tickets, Clipper cards, emergency ride assistance (Uber or Lyft), emergency gas cards for up to 10 clients per month.
- Payment assistance for past due rent with a 3-day notice to evict for up to 3 clients per year. (not to exceed \$4,500 per client).
- Offer 1 to 3-day motel voucher for up to 10 clients per year.
- Unforeseen circumstance situation assistance such as car impoundment (if being used as primary residence), storage lock out, or major vehicle repair or other issues for up to 3 clients per year.
- One-time utility assistance program for up to 5 clients per year.
- Box lunch that will provide pre-packed ready to eat meal for up to 25 clients per month.
- One-time deposit assistance for up to 2 clients yearly (not to exceed \$5,000 per year).
- Subsidizing rent for up to 2 clients yearly- either up to a 3 month 50% of rental subsidy or a shallow short-term subsidy for no more than 6 months (Typically a shallow rent subsidy will be \$400/month for a one-bedroom unit, \$600/month for a two-bedroom unit and \$800/month for a three or more-bedroom unit.).
- Provide new emergency clothing for up to 5 clients per year. Value of \$100 each client.
- Provide emergency Visa Cards for food or other expenses. Value of \$50 each up to 20 per year.
- Personal hygiene packages including laundry soap for up to 10 clients per year.

Performance Measures (Per Fiscal Year)

- Twenty five percent (25%) of individuals, who accessed the aforementioned services will demonstrate increased financial or housing stability as indicated on their intake assessment and follow up re-assessment periods.
- Thirty percent (30%) of individuals and or families who received a rental subsidy will report achieving independent living in permanent housing, especially those who have a history of being doubled up or other temporary housing situations.
- Twenty-five (25%) of individuals who access transportation assistance will reduce the risk of losing their job by maintaining employment for the first 3 months following their crisis or use of service.
- Submit semi-annual reports that include updates regarding the activities and performance measures noted above and additional information required to comply with local, state or federal funding requirements. Semi-annual reports are due on or before January 15th of each fiscal year. Final reports are due on or before July 15th of each fiscal year.

EXHIBIT B

COMPENSATION SCHEDULE & REIMBURSABLE EXPENSES

City shall pay Consultant an amount not to exceed the total sum of One hundred Forty-one Thousand Dollars (payable as \$3,525 per month x 40 months (from March,1 2023 - June 30, 2026) for services to be performed pursuant to this Agreement. The total sum stated above shall be the total which City shall pay for the services to be rendered by Consultant pursuant to this Agreement. Payments will be made no more than twice per year, following the successful review of grant outcomes in mid-year and year-end reports. Detailed invoices are required. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement.

Monthly Budget Summary

Salary and Fringe Benefits Cost	\$1,333
Program supplies (bus tickets, gas cards, motel vouchers, rental assistance, utility assistance, etc.	\$2,192
Total	\$3,525

EXHIBIT C

INDEMNIFICATION

Consultant shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, elected and appointed officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Consultant's performance of the services called for or its failure to comply with any of its obligations contained in this Agreement, except such Liability caused by the sole negligence or willful misconduct of City.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of Consultant to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

The Consultant's obligation to defend and indemnify shall not be excused because of the Consultant's inability to evaluate Liability or because the Consultant evaluates Liability and determines that the Consultant is not liable to the claimant. The Consultant must respond within thirty (30) days to the tender of any claim for defense and indemnity by the City. If the Consultant fails to accept or reject a tender of defense and indemnity within thirty (30) days, in addition to any other remedy authorized by law, so much of the money due the Consultant under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Consultant accepts or rejects the tender of defense, whichever occurs first.

Consultant shall also indemnify, defend and hold harmless the City from all suits or claims for infringement of any patent rights, copyrights, trade secrets, trade names, trademarks, service marks, or any other proprietary rights of any person or persons because of the City or any of its officers, officials, employees, volunteers, or agents use of articles, products things, or services supplied in the performance of Consultant's services under this Agreement, however, the cost to defend charged to Consultant shall not exceed Consultant's proportionate percentage fault.

EXHIBIT D

REQUIREMENTS RELATED TO THE COVID-19 PANDEMIC AND THE CITY OF SAN LEANDRO'S EMERGENCY DECLARATION

The novel coronavirus ("COVID-19") has been declared a worldwide pandemic by the World Health Organization. The City of San Leandro is currently in a local emergency and state of emergency due to the COVID-19 pandemic.

COVID-19 is extremely contagious, and is believed to spread mainly from person-to-person contact, through touched surfaces, and in airborne particles. As a result, federal, state, and local governments, including the City of San Leandro, and federal, state, county, and local health agencies recommend social distancing and additional cleaning protocols to limit the spread of the disease. The City has taken steps and put in place preventative measures recommended by federal, state, and local health agencies to reduce the spread of COVID-19. These measures include steps each person must take to prevent the spread of COVID-19 and include, but are not limited to, requiring face coverings, frequent hand washing and/or use of hand sanitizer, social distancing where possible, limiting of person-to-person contact, frequent cleanings of high-touch surfaces, and avoiding entering any building if they have COVID-19 symptoms.

Consultant shall obey all local orders and abide by all applicable preventative measures recommended by federal, state, county, and local health agencies and any preventative measures specifically implemented by the City. Consultant agrees that when entering any City buildings, Consultant will follow all COVID-19 related signage, wear a face covering, follow all social distancing protocols, and abide by any other COVID-19 preventative measure that are in place when performing the services described in this Agreement. Consultant shall also adhere to any subsequently communicated COVID-19 preventative measures as directed by City staff. The COVID-19 preventative measures are subject to change over time, and Consultant shall maintain knowledge of and adhere to the current COVID-19 preventative measures when interacting with City employees, officials, volunteers, agents, and representatives, and when entering City buildings.

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