



AGENDA STAFF REPORT

Control: 26001142

MEETING DATE: 05/05/2026

LEGAL ENTITY TAKING ACTION: Board of Supervisors

BOARD OF SUPERVISORS DISTRICT(S): All Districts

SUBMITTING AGENCY/DEPARTMENT: Probation

DEPARTMENT CONTACT PERSON(S): Daniel Hernandez, 714-645-7001
Jennifer Villa, 714-645-7013

SUBJECT: Approve Amendment One for Subordinate Contract with Amtec Human Capital, Inc.

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| CEO CONCUR Concur | COUNTY COUNSEL REVIEW Approve agreement to form | CLERK OF THE BOARD CONSENT CALENDAR 3 Votes Board Majority |
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| Budgeted: Yes | Current Year Cost: \$35,000 | Annual Cost: N/A |
| Staffing Impact: No | | Sole Source: No |
| Current Fiscal Year Revenue: N/A | Funding Source: GF: 100% | County Audit in Last 3 years: No |
| Levine Act Review Completed? Yes | | |
| Prior Board Action: N/A | | |

RECOMMENDED ACTION(S):

Authorize the County Procurement Officer or Deputized designee to execute Amendment No. One to Subordinate Contract with Amtec Human Capital, Inc. dba Amtec for the provision of Temporary Help Services to increase funding by \$35,000, for a new annual amount not to exceed \$235,000, and a new cumulative total contract amount of \$435,000 effective upon all necessary signatures, through May 24, 2026.

SUMMARY:

Approval of Amendment No. One to the contract with Amtec Human Capital, Inc. dba Amtec for Temporary Help Services will allow for the provision of temporary staffing needs and allow the Orange County Probation Department to continue operations with minimal disruption to services.

BACKGROUND INFORMATION:

On May 25, 2021, the County of Orange (County) entered into a Regional Cooperative Agreement (Cooperative) with Amtec Human Capital, Inc. (Amtec) for Temporary Staffing Services through May 24, 2026. The Cooperative allows County agencies to negotiate separately with Amtec to use the available temporary services to assist with staffing needs.

In May 2024, the Orange County Probation Department (Probation) entered into a Subordinate Contract (Contract) with Amtec from May 25, 2024, through May 24, 2026, in the amount of \$400,000. The Cooperative includes 22 various office staffing positions, with Probation using Office and Information technicians most often to support Department operations.

Since issuing the contract, Probation has experienced an increased need for temporary help to assist in providing coverage during staff shortages. Legislative mandates such as California Proposition 36 (2024) and Pre-trial services under Senate Bill 129 (2021), have continued to increase department workload. In addition, position deletion, promotions, retirement, separations and a limited ability to request or retain appropriate staffing levels using regular full-time positions due to the County's current financial state, have directly impacted Probation's ability to meet mandated work requirements. This has affected both sworn and professional classifications. Deputized Probation staff provide critical, mandated services to clients and require direct support from Probation professional staff. Supplemental staffing support through temporary help is needed to ensure all mandated services and functions can be continuously delivered as required.

Probation is now requesting approval of Amendment No. One to increase the amount of the Subordinate Contract with Amtec Human Capital, Inc. by \$35,000, for a new annual amount not to exceed \$235,000, and a new cumulative total contract amount not to exceed \$435,000, effective upon all necessary signatures, through May 24, 2026. Increasing the contract amount will ensure business operations can continue uninterrupted and provide the support needed for Probation sworn staff to meet expected outcomes and to perform mandatory operations.

The Contractor's performance has been confirmed as satisfactory. Probation has verified there are no concerns that must be addressed with respect to Contractor's ownership/name, litigation status or conflicts with County interests. This contract does not currently include subcontractors or pass through to other providers. See Attachment B for Contract Summary Form. The contract is being presented for Board approval less than 30 days before the effective date due to the Contract already being active. An analysis was completed to verify the contract provides County with persons specially trained, experienced, expert and competent to perform the special services in accordance with the law.

FINANCIAL IMPACT:

The cost of the proposed Contract amendment can be absorbed in the budget for Budget Control 057 FY 2025-26. The proposed Contract includes provisions that the Contract is contingent upon the availability of funds and inclusion of sufficient funds in the budget approved by the Board each fiscal year the Contract remains in effect or operation. In the event such funding is terminated or reduced, the County may terminate the Contract, reduce the County's maximum obligation or modify the Contract, without penalty.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A - Amendment One to Subordinate Contract MA-057-24011336 with Amtec Human Capital, Inc. dba Amtec

Attachment B - Contract Summary Form
Attachment C - California Proposition 36 (2024)
Attachment D - Senate Bill 129 (2021)