



AGENDA STAFF REPORT

Control: 26001030

MEETING DATE: 05/19/2026

LEGAL ENTITY TAKING ACTION: Board of Supervisors

BOARD OF SUPERVISORS DISTRICT(S): All Districts

SUBMITTING AGENCY/DEPARTMENT: OC Community Resources

DEPARTMENT CONTACT PERSON(S): Dylan Wright, 714-480-2788
Renee Ramirez, 714-480-6483

SUBJECT: Renew Contract for One-Stop Operator with America Works of California Inc.

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	DISCUSSION
		3 Votes Board Majority

Budgeted: N/A	Current Year Cost: N/A	Annual Cost: FY 2026-27 \$2,380,000
Staffing Impact: No	Funding Source: FED (Department of Labor): 100%	Sole Source: No
Current Fiscal Year Revenue: N/A		County Audit in Last 3 years: No

Levine Act Review Completed? Yes

Prior Board Action: 5/20/2025 #50, 6/4/2024 #23

RECOMMENDED ACTION(S):

1. Authorize the County Procurement Officer or Deputized designee to execute the Amendment Number Four to renew Contract with America Works of California, Inc. for One-Stop Operator Services in an amount not to exceed \$2,380,000 effective July 1, 2026, to June 30, 2027, for a revised cumulative total amount not to exceed \$7,046,781, with the option to renew for one additional one-year term.
2. Authorize the County Procurement Officer or Deputized designee to execute future amendments to the Contract with America Works of California that either (1) are ministerial, non-material, or otherwise administrative in nature, program-specific and consistent with the original scope of work, as determined by the OC Community Resources Director or designee; or (2) increase the Contract amount up to the maximum annual allocation awarded by the Employment Development Department for the Contract term, without further Board of Supervisors action; provided all amendments are in accordance with applicable County policies, Employment Development Department guidance or regulations, and State contract terms.

SUMMARY:

Approval of the Amendment Number Four to renew the Contract with America Works of California, Inc. will ensure continued coordination of workforce services and operations at Orange County Workforce Solutions Centers as part of the America Job Centers of California system to support job seekers and businesses with access to education, training and essential partner programs as required under the Workforce Innovation and Opportunity Act for One-Stop Operator Services.

BACKGROUND INFORMATION:

The Orange County One-Stop Operator (Operator) delivers services through the American Job Center of California (AJCC) system to support job seekers and businesses. The Operator is a mandated function and is required by the Workforce Innovation and Opportunity Act (WIOA) to coordinate operations at the Orange County Workforce Solutions Centers in Brea and Laguna Niguel (One-Stop Centers), affiliate locations, and the mobile unit under OC Community Resources/Workforce and Economic Development Division (OCCR/WEDD).

The Operator assists job seekers and businesses by facilitating access to education and training to enhance workforce skills. The Operator also coordinates mandated partner programs through the One-Stop Centers, including Career and Technical Education (Perkins Act), Community Services Block Grant, Indian and Native American Programs, U.S. Department of Housing and Urban Development Employment and Training, Job Corps, Veterans' Employment Programs, Senior Community Service Employment Program, CalWORKs, Trade Adjustment Assistance, State of California Employment Development Department Unemployment Compensation and the Department of Rehabilitation. Services are funded under WIOA.

The Operator also manages the sharing and allocation of infrastructure costs between One-Stop partners and is governed by WIOA, Section 121(h), WIOA’s implementing regulations and the Federal Cost Principles contained in the Uniform Guidance (2 Code of Federal Regulations (CFR) part 200) and US Department of Labor’s exceptions (2 CFR part 2900) (Attachment C). Infrastructure costs encompass non-personnel expenses essential for the overall operations of the AJCC. These costs include facility rentals, utilities, maintenance, equipment (including assessment-related products and assistive technology for individuals with disabilities) and technology that facilitates access to the AJCC.

The table below outlines Board of Supervisors (Board) actions and administratively executed amendments related to the Contract MA-012-24010662 (Contract) with America Works of California, Inc. (Contractor).

Board Date	Contract / Amendment	Term	Maximum Obligation	Action
6/4/2024	Contract	7/1/2024 – 6/30/2025	\$2,000,000	Board approved the contract
N/A	First Amendment	7/1/2024 – 6/30/2025	\$2,286,781	Administratively executed to increase by \$286,781 and update contract attachments: A - Scope of Services, B - Payment & Compensation, C - Budget Schedule and E - Federal Award Identification Information (FAIN).
5/20/2025	Second Amendment	7/1/2025 – 6/30/2026	\$2,380,000	Board approved to renew the Contract

N/A	Third Amendment	7/1/2025-6/30/2026	\$2,380,000	Administratively executed to replace contract attachments: A - Scope of Services, B - Payment & Compensation, and E - Federal Award Identification Information (FAIN).
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The Contractor's performance has been confirmed as satisfactory FY 2025-26 program performance metrics are depicted in the table below.

Performance Measure	FY 2025-26 Goal (Current)	FY 2025-26 Year-to-Date Performance (as of 4/15/26)	Status	FY 2026-27 Goal (Proposed)
Participant Satisfaction Rate	90%	91%	On track to meet	90%
One-Stop Co-located Partner Satisfaction Rate	90%	87%	On track to meet	90%
Workshop Satisfaction Rate	90%	96%	On track to meet	90%
Workshops Offered Per Month in Brea	84	86	On track to meet	84
Workshops Offered Per Month in Laguna Niguel	84	85	On track to meet	84

OCCR/WEDD is requesting Board approval of the Amendment Number Four (Attachment A) to renew the Contract with Contractor for One-Stop Operator Services, effective July 1, 2026, through June 30, 2027, in an amount not to exceed \$2.38 million, for a revised cumulative total amount not to exceed \$7,046,781, with the option to renew for one additional one-year term.

OCCR/WEDD is also requesting delegated authority to execute future amendments to the Contract with the Contractor that are ministerial, non-material, administrative, program-specific and consistent with the original scope of work as determined by the OCCR Director, or designee, in accordance with applicable County policies, Employment Development Department guidance or regulations, state contract terms, and/or to increase the Contract amount up to the maximum annual allocation from the State of California Employment Development Department for the term of the Contract.

OCCR 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 the Contract Summary Form. The Orange County Preference Policy is not applicable to this Contract renewal. An analysis was completed to determine the Contract provides the County with persons specially trained, experienced, expert and competent to perform the special services in accordance with the law.

FINANCIAL IMPACT:

Appropriations for the Contract will be included in Budget Control 012 FY 2026-27 Budget.

The proposed Contract includes a provision stating the Contract is subject to, and contingent upon, applicable budgetary appropriations approved by the Board for each fiscal year during the term of this

Contract. If such appropriations are not approved, this Contract may be terminated or reduced with 30 days' notice without penalty to the County.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A - Amendment Number Four to Contract MA-012-24010662 with America Works of California, Inc.

Attachment B - Contract Summary Form

Attachment C - Code of Federal Regulations and WIOA of 2014