



AGENDA STAFF REPORT

Control: 26001210

MEETING DATE: 06/23/2026

LEGAL ENTITY TAKING ACTION: Board of Supervisors

BOARD OF SUPERVISORS DISTRICT(S): Districts 3, 4 and 5

SUBMITTING AGENCY/DEPARTMENT: OC Waste & Recycling

DEPARTMENT CONTACT PERSON(S): Tom Koutroulis, 714-834-4122
Jorge Hernandez, 714-986-2391

SUBJECT: Amend Contracts with Promax Personnel, LLC for Temporary Help

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: \$1,230,000
		FY 2027-28: \$1,370,000
		FY 2028-29: \$140,000
-Staffing Impact: No		Sole Source: No
Current Fiscal Year Revenue: N/A	Funding Source: Fund 299: 100%	County Audit in Last 3 years: No
Levine Act Review Completed? Yes		
Prior Board Action: 4/22/2025 #34, 7/18/2023 #21		

RECOMMENDED ACTION(S):

1. Authorize the County Procurement Officer or Deputized designee to execute Amendment Number Three with Promax Personnel, LLC for Temp Help for Landfill Laborer to renew the contract, effective July 18, 2026, through July 17, 2028, with unused funds to be carried over from year to year, in an amount not to exceed \$2,400,000, for a revised cumulative contract amount not to exceed \$4,565,000.
2. Authorize the County Procurement Officer or Deputized designee to execute Amendment Number Four with Promax Personnel, LLC for Temp Help for Fee Station Attendant, to renew the contract, effective September 25, 2026, through September 24, 2028, with unused funds to be carried over from year to year, in an amount not to exceed \$340,000, for a revised cumulative contract amount not to exceed \$940,000.
3. Authorize the County Procurement Officer or Deputized designee to make ministerial or non-material changes to the contracts.

SUMMARY:

Approval of both contract amendments with Promax Personnel, LLC will ensure landfill operations continue with sufficient staffing of landfill laborers and fee station attendants and maintain compliance with local, state and federal regulatory requirements.

BACKGROUND INFORMATION:

OC Waste & Recycling (OCWR) is responsible for managing Orange County’s (County) solid waste disposal system. The system consists of three active regional landfill operations, twenty closed solid waste disposal sites, and four household hazardous waste collection centers.

On July 18, 2023, the Board of Supervisors (Board) approved the first three-year term of contract MA-299-23011446 with Applied Staff, LLC for Temporary help in the Landfill Laborer classification, effective July 18, 2023, through July 17, 2026, in an amount not to exceed \$1.065 million. Subsequent actions for MA-299-23011446 are as follows:

Type	Board Approval	Date Executed	Action
Amendment One	Yes	4/22/2025	Increased funds for the first contract term for a revised cumulative contract amount not to exceed \$2.165 million with Applied Staff, LLC
Assignment, Novation and Consent Agreement	Administratively Approved	10/26/2025	Assignment, Novation and Consent Agreement was executed with Applied Staff LLC and Promax Personnel LLC, transferring and assigning all rights and obligations of the Contract to Promax Personnel LLC, and Promax Personnel LLC agreed to acquire the Contract and continue to provide services to the County in accordance with the terms and conditions of the Contract.
Amendment Two	Administratively Approved	12/23/2025	Attachment B, Compensation, Pricing and Invoicing Instructions were revised, effective January 1, 2026, with no change to Contract funds.

Contract MA-299-24011436 was not previously presented to the Board as it did not meet Board thresholds, as Contract Policy Manual (CPM) 3.3-102 was interpreted as the annual value of any service contract exceeding \$200,000 required Board approval. MA-299-24011436 has not exceeded an annual contract value over \$200,000; however, Government Code Section 25502.5 further indicates that the \$200,000 threshold applies to the contractor. Taking into account both MA-299-24011446 and MA-299-24011436, the cumulative annual total for the one contractor exceeds the threshold.

MA-299-24011436 was originally issued with Applied Staff, LLC for temporary help – fee station attendant, effective September 25, 2023, through September 24, 2024, in an amount not to exceed \$120,000. Subsequent actions for MA-299-23011436 are as follows:

Type	Board Approval	Date Executed	Action
Amendment One	Administratively Approved	10/3/2023	Increased funds in the amount of \$30,000 for the first contract term, for a new contract amount not to exceed \$150,000.
Amendment Two	Administratively Approved	3/18/2024	Increased funds for the first contract term by an additional \$50,000, for a new contract amount not to exceed \$200,000. Amendment

			Two also renewed the contract for one year in an amount not to exceed \$200,000.
Amendment Three	Administratively Approved	2/28/2025	Renewed the contract for one year, in an amount not to exceed \$200,000
Assignment, Novation and Consent Agreement	Administratively Approved	10/26/2025	Assignment, Novation and Consent Agreement was executed with Applied Staff LLC and Promax Personnel LLC transferring and assigning all rights and obligations of the Contract to Promax Personnel LLC and Promax Personnel LLC agreed to acquire the Contract and continue to provide services to the County in accordance with the terms and conditions of the Contract.

Approval of both contract amendments with Promax Personnel, LLC will ensure landfill operations continue with sufficient staffing of landfill laborers and fee station attendants. Adequate staffing is pertinent to supporting Countywide landfill operations and compliance with local, state, and federal regulatory requirements. These amendments are for the final two years of each contract, and prior to each contract’s expiration, the department plans to issue a solicitation to continue services for both landfill laborer and fee station attendant classifications.

Due to a requested meeting by the Teamsters Union to review the terms and usage of the contract, this item is being brought to the Board within 30 days of contract start date.

The contractor’s performance has been confirmed as satisfactory. OCWR has verified there are no concerns that must be addressed with respect to the contractor’s ownership/name, litigation status or conflicts with County interest. This contract does not include subcontractors or pass-through to other providers. See Attachment C for the Contract Summary for both contracts.

The Orange County Preference Policy is not applicable to these contract amendments.

Compliance with CEQA: This action is not a project within the meaning of CEQA Guidelines Section 15378 and is therefore not subject to CEQA, since it does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. The approval of this agenda item does not commit the County to a definite course of action in regard to a project since the action authorized herein may lead to the negotiation of an agreement. This proposed activity is therefore not subject to CEQA. Any future action connected to this approval that constitutes a project will be reviewed for compliance with CEQA.

FINANCIAL IMPACT:

Appropriations for the contracts are included in the FY 2026-27 Budget for OC Waste & Recycling Fund 299 and will also be included in the budgeting process for future years.

The contracts include provisions that the contracts are contingent upon the availability of funds and the inclusion of sufficient funds in the budget approved by the Board for each fiscal year the contracts remain in effect or operation. In the event such funding is terminated or reduced, the County may terminate these contracts, reduce the County’s maximum obligation, or modify the contracts, without penalty.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A - Amendment Three MA-299-23011446 Promax Personnel LLC

Attachment B - Amendment Four MA-299-23011436 Promax Personnel LLC

Attachment C - Contract Summary_