

**AGREEMENT**  
**Between**  
**SKILLSOURCE and OIC of Washington**  
**In Regards To**  
**One Stop Operator Consortium**  
**Amendment #3**

The agreement between SkillSource, located at 240 N Mission Street, Wenatchee WA 98801, and OIC of Washington (“OIC”), located at 815 Fruitvale Blvd., Yakima, WA 98902, dated October 21, 2022, is hereby amended, under the provision addressing changes and modifications, by the mutual consent of all parties hereto, as follows.

1. Agreement is hereby extended to December 31, 2026.
2. Consideration is \$70,000 for the 12-month period (January 1, 2026 – December 31, 2026)
3. Costs for OSO partner staff training included in the budget will be paid directly by SkillSource on behalf of OIC.

This Amendment shall become effective January 1, 2026, regardless of date of signature.

All other terms and conditions of the original contract and any subsequent amendments thereto remain in full force and effect.

IN WITNESS WHEREOF, the parties have agreed to amend this contract,

OIC of Washington

SkillSource

By: Anthony Peterson  
Title: Executive Director

By: Lisa Romine  
Title: CEO

Signature: 

Signature: 

Date: 3/9/2026

Date: 3/13/2026

Washington State UBI Number: **600-514-067**

Federal Employer ID Number: **91-0873024**

**EXHIBIT A-1**

Expense Item	Admin	Program	Total
	(not to exceed 10%)		
Salaries	3,755.00	\$29,162.00	32,917.00
Benefits	1,845.00	15,232.00	17,077.00
Travel		\$3,500.00	3,500.00
Communications		\$1,500.00	1,500.00
Facilities		6,296.00	6,296.00
Office Supplies		\$500.00	500.00
Insurance		\$500.00	500.00
Contractual/Professional services		\$500.00	500.00
Equipment		\$0.00	-
OIC Staff Training		2,500.00	2,500.00
<b>Indirect</b>	\$1,400.00	-	\$1,400.00
<b>TOTAL</b>	<b>\$7,000.00</b>	<b>\$59,690.00</b>	<b>66,690.00</b>

OSO Partner Staff Training		\$3,310.00	<b>3,310.00</b>
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Note: Training costs applicable to partner One Stop staff are available and will be processed directly by SkillSource in coordination with OIC and OSO Consortium

**70,000.00**

**Budget Justification by Line Item**

Expense Item	Justification
Staff Salaries	Anticipated staffing salary costs for the lead/fiscal agent at .3 FTE to coordinate and convene the consortium. Additional duties include organizing and facilitating OSO certification training. Staff salaries of employees in non-lead agencies represented in the consortium are considered in-kind/leverage.
Staff Benefits	Anticipated staffing benefit costs for the lead/fiscal agent at .3 FTE to coordinate and convene the consortium. Additional duties include organizing and facilitating OSO certification training. Staff benefits of employees in non-lead agencies represented in the consortium are considered in-kind/leverage.
Staff Travel	Anticipated travel costs for the .3 FTE staff to coordinate and facilitate onsite training at the North Central Region's two comprehensive WorkSource centers located in Moses Lake and Omak. This figure is based on approximately \$600 per month. Staff travel of employees in non-lead agencies represented in the consortium are considered in-kind/leverage.
Communications	Anticipated communications cost includes office telephone services, internet services and cellular phone services for the lead/fiscal agent.
Facilities	Anticipated facilities costs are in-kind/leverage costs among all partners.
Office Supplies	Anticipated costs for training supplies and general office supplies for the lead/fiscal agent use.
Equipment	No equipment will be purchased.
Indirect	OIC's current Negotiated Indirect Cost Rate is 20% and will be applied to both Admin and Program cost categories
Other	No other costs budgeted

**Name of Contract:** NCW One Stop Operator Consortium  
**Name of Contractor:** OIC of Washington

Mod 3 - 2026

	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	Planned Jan-Mar 2025	Actual Jan-Mar 2025	Planned Apr-Jun 2025	Actual Apr-Jun 2025	Planned Jul-Sept 2025	Actual Jul-Sept 2025	Planned Oct-Dec 2025	Actual Oct-Dec 2025
Quarterly Planned Budget								
<i>Quarter Only</i>	\$ 16,048.00		\$ 16,048.00		\$ 16,048.00		\$ 21,856.00	
<i>Cumulative</i>	\$ 16,048	\$ -	\$ 32,096	\$ -	\$ 48,144	\$ -	\$ 70,000	\$ -

Total: \$ 70,000

Note: Training costs applicable to partner One Stop staff (\$3310) are included in the \$70K, but will be processed directly by SkillSource in coordination with OIC and OSO Consortium