

APPROVED
JAN 22 2014

REPORT OF GENERAL MANAGER

NO. 14-013

DATE: January 22, 2014

BOARD OF RECREATION
& PARK COMMISSIONERS

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: JOY PICUS CHILD CARE CENTER – AMENDMENT NO. 2 TO CONTRACT NUMBER C-115491 TO EXERCISE THE FIRST ONE-YEAR OPTION TO EXTEND

R. Adams	_____	*V. Israel	_____
R. Barajas	_____	K. Regan	_____
H. Fujita	_____	N. Williams	_____

General Manager

Approved as amended

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Amendment No. 2 to Contract Number C-115491 (Amendment), substantially in the form on file in the Board Office, between the City of Los Angeles and the Mount Washington Preschool and Child Care Center, Inc., (MWPCCC), a California 501(c)(3) organization, for the operation of the Joy Picus Child Care Center, subject to the approval of the Mayor, the City Council, and the City Attorney as to form; and,
2. Direct the Board Secretary ^{the General Manager of Community Development Department or their successors} to transmit the proposed Amendment, concurrently to the Mayor in accordance with Executive Directive No. 3 and to the City Attorney for review and approval as to form; and,
3. Authorize the Board President and Secretary to execute the Amendment upon receipt of the necessary approvals.

SUMMARY:

The Joy Picus Child Care Center (JPCCC) is located at 111 East First Street, Los Angeles, 90012, within the City Hall South building. JPCCC is licensed to provide child care services for up to eighty-six (86) children, primarily serving the children of City employees. JPCCC may enroll children of City residents if there is a vacancy and there are no City employees, siblings of City employees, or MWPCCC staff on the waiting list.

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The Contract became effective on July 1, 2009, and is scheduled to terminate on June 30, 2014. On August 7, 2013, MWPCCC sent written correspondence to RAP (Attachment A) requesting that the City exercise the two (2), one (1) year options to renew the Contract.

Background

The City has provided City employee child care services at JPCCC since January 1988. The Personnel Department was initially responsible for the administration of JPCCC. In September 1995, the administration of JPCCC was transferred to the Commission for Children, Youth and their Families (CCYF). In 2009, CCYF was transitioned into the Department of Human Services (DHS).

In 2010, DHS was dissolved and functions of CCYF were consolidated with the Citizens' Unit for Participation, renamed the Commission on Community and Family Services, and transferred to the Community Development Department (CDD). Also in 2010, the Mayor and Council transferred the administration of JPCCC to the Department of Recreation and Parks (RAP) (Council File No. 10-0706).

The current operator, MWPCCC, was selected by CCYF through a Request for Proposals (RFP) process. The Contract authorizes MWPCCC to pay a reduced rental rate of \$1.00 per year for the exclusive use of space at City Hall South. The City provides additional considerations to MWPCCC to operate JPCCC (e.g., building maintenance, custodial services, landscape maintenance, utilities, equipment, and parking for customers of MWPCCC).

Contract Renewal Option

Section 2 ("Term of Agreement") of the Contract states, "Upon mutual consent of the parties, the term may be extended for two (2) additional one (1) year options, subject to review and approval by the Mayor and the City Council."

As stated previously, the Contract is scheduled to terminate on June 30, 2014. The approval of the one (1) year option by the Mayor and Council will revise the termination date to June 30, 2015.

Staff recommends that the Board transmit the MWPCCC request to the Mayor for consideration with a recommendation that the Mayor and Council approve the first one (1) year option in order to provide sufficient time for RAP to develop and process an RFP in order to identify a responsible operator and execute a long-term contract.

FISCAL IMPACT STATEMENT:

RAP provides oversight of the contract and licensing of JPCCC. RAP also provides landscape maintenance to the outside play area. In the past, RAP was not reimbursed for these costs. Staff is currently in the process of requesting a full-time position and funds as part of the budget process to

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reimburse RAP for future costs associated with the administration of JPCCC.

This report was prepared by Joel Alvarez, Senior Management Analyst, and Robert Morales, Senior Management Analyst, Partnership Division.