



**Metro**


Metropolitan Transportation Authority

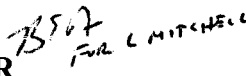
One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net

**October 16, 2006**

**TO: BOARD OF DIRECTORS**

**THROUGH: ROGER SNOBLE**   
**CHIEF EXECUTIVE OFFICER**

**FROM: LONNIE MITCHELL**   
**EXECUTIVE OFFICER**  
**PROCUREMENT & MATERIEL MANAGEMENT**

**SUBJECT: GATEWAY CHILD DEVELOPMENT CENTER**

**ISSUE**

This is to inform you that staff is renewing the contract with Knowledge Learning Corporation to provide Child Care Operator Services at Gateway. The contract has no cost to Metro, and its term will be from December 1, 2006 until November 30, 2009 (3-years). The contract will include two one-year options, which if exercised, would extend the contract term to November 30, 2011.

**DISCUSSION**

As a benefit to staff, Metro provides on-site childcare services at the Gateway Headquarters Building. The actual services are provided through a contracted service provider with expertise and experience in the public childcare service industry.

In November of 1995, following a competitive procurement process, Metro awarded a contract to Knowledge Learning Corporation to manage and operate the Gateway Child Development Center. The childcare operator services contract (LFA-485-96) between Metro and Knowledge Learning Corporation (formerly Children's Discovery Centers, Inc., and Knowledge Beginnings, Inc.) commenced on June 30, 1996 and was renewed on November 30, 2001. The current contract will expire on November 30, 2006.

Staff's decision to renew the contract with Knowledge Learning Corporation is based on the following factors.

- In July of 2000 and again in July of 2006, parents were invited to complete customer satisfaction surveys to share their comments regarding the services they and their children receive from the Gateway Child Development Center. These comprehensive assessments indicated that parents were

overwhelmingly satisfied with the overall quality of care Knowledge Learning Corporation was providing.

- In July 2000 and again in July 2006, staff conducted a tuition analysis comparing like-services provided by other downtown operators and concluded that Metro parents at the Gateway Child Development Center typically pay less when compared to other downtown operators.
- Developmentally, for the children, it is important to maintain the continuity of service. Switching operators and teachers could be traumatic for the children.

This action has no impact on the FY 07 Metro budget. The contractor is paid through participant fees only. Metro provides no direct subsidy but does provide in-kind services from a Human Resources Analyst in Human Resources and general custodial, maintenance, and utilities from General Services.

#### **NEXT STEPS**

Knowledge Learning Corporation will continue to provide the childcare services at the Gateway Child Development Center.

Prepared by: Kathi Harper, Human Resources  
Leyton Morgan, Procurement  
Stefan Chasnov, Human Resources