

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of September 13, 2011**

ITEM # 28

ITEM TITLE: *(Please define the subject; e.g., change order – Berkeley City College)*

Child care contract for BANANAS, inc., Berkeley City College

**SPECIFIC BOARD ACTION REQUESTED:**

Please approve this contract (No. 12535) to provide funds for child care.

**ITEM SUMMARY: (PLEASE DISCUSS THIS ITEM)**

Contract to BANANAS, Oakland, to administer the voucher program for Berkeley City College. This contract has no impact on the Berkeley City College budget, since it is financed by categorical funding provided by the state for this purpose

**BACKGROUND/ANALYSIS:**

BANANAS, has been providing child care for Berkeley City college on a voucher system funded categorically by the state since Berkeley City college does not operate a child care center.

**ALTERNATIVES/OPTIONS:**

**EVALUATION AND RECOMMENDED ACTION:**

THERE IS A HIGH DEMAND FOR CHILD CARE BY CALWORKS STUDENTS. PLEASE APPROVE THIS AMENDMENT SO THAT THIS SERVICE WILL CONTINUE UNINTERRUPTED.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

YES \_\_\_\_\_ No  X

**COMMENTS:**

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**

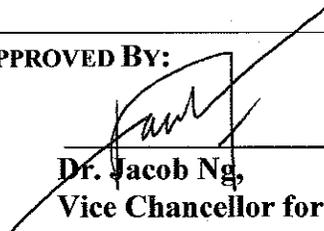
**DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM? YES \_\_\_\_\_ No  X**   
**\_\_\_\_\_ IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.**

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**

Prepared by: Ayele Lemme /sdt Date: 9/6/11  
Ayele Lemme, CalWorks Coordinator

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by:  Date: 9/6/11  
Dr. Jacob Ng,  
Vice Chancellor for Student Services

**FINANCE DEPARTMENT REVIEW**

Finance review required  Finance review *not* required

If Finance review is required, determination is:  Approved  Not Approved

If not approved, please give reason: \_\_\_\_\_

Signature: Ron Genhard electronically by vr Date: 9/8/11  
Vice Chancellor for Finance and Administration

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

Legal review required  Legal review *not* required

If Legal review is required, determination is:  Approved  Not Approved

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda  Not Approved, but Place on Agenda

Signature: Wise E. Allen Date: 9/8/11  
Dr, Wise E. Allen, Chancellor

## MEMORANDUM OF UNDERSTANDING

The participants of the Memorandum of Understanding (MOU) are Berkeley City College and BANANAS, Inc.

Term: July 1, 2011 through June 30, 2012

The purpose of this MOU is to provide child care services to Berkeley City College CalWORKs participants.

BANANAS, Inc. agrees to provide child care vendor services for Berkeley City College participants according to mutually agreed upon terms and conditions between BANANAS, Inc and Berkeley City College. The total contract is \$40,000. The child care payment amount of the contract is: \$34,000. BANANAS will receive 15% of the contract: \$6,000; for processing child care authorizations, assisting participants in finding child care, processing and paying monthly time cards, and providing written reports to BCC. The monthly reports will be accompanied by monthly invoices for retroactive payment of actual child care expenses and the administration fee. Copies of processed time cards will accompany the invoice. If there is a contract amendment during the fiscal year, the administration fee will be recalculated based on the total revised contract amount.

Berkeley City College agrees to provide each participant with a child care authorization. This authorization must include:

- 1) The participant's name, address and phone number
- 2) The dates, days and hours when the participant is eligible for child care. BANANAS will access the needs of the participant and add travel time to the contract as needed.
- 3) The signature of a designated Berkeley City College employee authorizing the child care.
- 4) The name, phone and fax number of that Berkeley City College employee

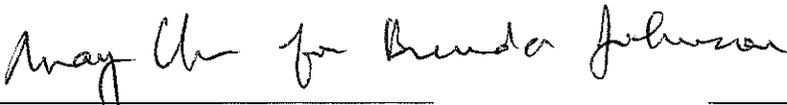
BANANAS staff will use this authorization when enrolling participants. Child care will be contracted only for the dates on the authorization. In order for the contract to be extended, Berkeley City College staff will need to send BANANAS an amendment to the original authorization.

Berkeley City College staff also agrees to respond in a timely manner to questions about child care authorizations or participant services.

This MOU can be amended at any time and the amendment will be valid when signed by both parties.

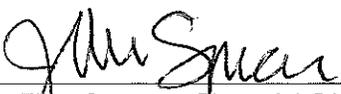
This MOU may be terminated at any time with thirty (30) days written notice given by either party to the other.

Berkeley City College and BANANAS agree to make good faith efforts to resolve any and all differences arising between them in the interpretation of this MOU. If the parties fail to reach agreement on any matter, then prior to taking other action, the parties shall attempt to employ, at no cost, the services of a third person mutually acceptable to the parties to mediate the dispute within five (5) days of appointment. If the parties are unable to agree on such third person within five (5) days of the request of either party for mediation, or if on completion of such mediation, the parties are unable to settle the dispute, then either party may request arbitration or may take such other action, as it deems appropriate.

  
Brenda Johnson, Dean, BCC College

Date

8/23/11

  
Jo-Ellen Spencer, Financial Officer  
BANANAS, Inc.

Date

8/19/11