

## BET Facility Advertisement

The facility named below is available for immediate assignment.

<b>To:</b>	<b>Business Enterprises of Texas Licensed Managers and Consultants</b>
<b>From:</b>	<b>Nancy Greely Supervisor of Field Operations, Business Enterprises of Texas (B E T)</b>
<b>Subject:</b>	<b>Availability of Level 1 Facility Facility # 1-914-5 Facility Name USPS Address 8225 Cross Park Dr Austin, Texas 78710</b>
<b>Date:</b>	<b>March 26, 2026</b>
<b>Signed</b>	<b>Nancy Greely</b>

### Eligibility Criteria:

The following summary information is being provided for any licensed manager who wishes to apply for this facility and meets the eligibility requirements for a Level 1 facility as outlined in Rule §854.23(b). Applicants wishing to apply for this advertisement are required to submit a completed B E 114 B E T Business Application form to the Central Office via email at [BET\\_Applications@twc.texas.gov](mailto:BET_Applications@twc.texas.gov) (BET\_Applications@twc.texas.gov) and to District # email at [BET\\_D6\\_DistrictName@twc.texas.gov](mailto:BET_D6_DistrictName@twc.texas.gov) (BET\_D6\_DistrictName@twc.texas.gov). The email's subject line must include the B E T Manager's name, facility name, and the facility number they are applying for. Homemade applications or Letters of Intent will not be accepted. The B E 114 is available on the B E T website:

<https://www.twc.texas.gov/programs/vocational-rehabilitation/business-enterprises-texas/facility-management>

**NOTE: Manager and all employees must pass a Postal Security background check before being allowed to work in the post office facility. A favorable Postal Security background check is required for an applicant to be eligible for this assignment, as required by program Rule §854.23(b)(5)(A). Applicant must submit the required paperwork to the appropriate USPS point of contact, within five business days of presentation of request by the Business Consultant. Any applicant failing to do so, before or after being selected, will be ineligible for this assignment.**

### **Type of Facility:**

This is a United States Postal Service vending facility located at 8225 Cross Park Austin, Texas 78710. There are also three (3) additional sites attached to the facility as follows: USPS Annex Bldg. located at 9001 Tuscany Way, Austin, TX 78710, USPS Warehouse, located at 9101 Wall St, Austin, TX 78754 and DPS located at 216 Wells Branch Pkwy, Pflugerville, TX 78660.

### **Items Served:**

Vending machine items to include chips, snacks, candy, pastries, cookies, water and assortment drink products.

### **Equipment:**

State owned equipment provided to the assigned manager is as follows: Six (6) drink machines, one (1) combo drink/snack machine, ten (10) snack machines, three (3) bill changers, and six (6) Coca Cola drink machines the manager is

responsible for stocking. One (1) coin counter SC303, two (2) Gemini XL dollies, one (1) single door refrigerator, one (1) refrigerator/freezer unit, and three (3) storage shelves.

### **Building Populations:**

#### **USPS (8225 Cross Park Austin, Texas 78710)**

This facility has approximately 600 regular employees with three shifts of operation.

#### **USPS Annex Bldg. (9001 Tuscany Way, Austin, TX 78710)**

This facility has approximately 110 regular employees with two shifts of operation.

#### **PSA/USPS Warehouse (9101 Wall St, Austin, TX 78754)**

This facility has approximately 80 regular employees with two shifts of operation.

#### **DPS (216 Wells Branch Pkwy, Pflugerville, TX 78660)**

This facility has approximately 50 regular employees with one shift of operation

### **Hours of operation:**

USPS: Shift I: 10:30 p.m. – 7:00 a.m.; Shift II: 6:30 a.m. – 3:00 p.m.; Shift III: 2:30 p.m. – 11:00 p.m. The post office operates six (6) days per week.

DPS: Monday through Thursday 7:30 a.m.- 6:00 p.m. Friday 7:30 am-5:00 p.m.

### **Staffing:**

One (1) part-time employee in addition to the manager.

### **Host Cleaning Responsibilities:**

The host is responsible for the general cleanliness of the areas except the vending machines.

### **Manager Cleaning Responsibilities:**

The assigned manager will be responsible for keeping the machines clean and attractive, performing repairs on the machines, keeping the machines adequately stocked at all times to prevent customer complaints concerning lack of products or outdated products, maintaining a refund system, policing the immediate area around and inside the vending machines to ensure a neat appearance, and disposing of all trash.

### **Transportation:**

Public transportation is available, and special transit is available for those who qualify.

## Vending Machines:

Location	Snack	Drink	Drink/Snack Combo
USPS Cross Park	7	7	1
USPS Annex Bldg.	1	2	
PSA/USPS Warehouse	1	2	
DPS	1	1	

## Vending Service Contract Information

**Any vending service contract the BET Manager negotiates must contain the following statements, information, and be pre-approved by BET:**

1. The vending machines shall contain only products that show expiration dates on each package. The contractor is responsible for the rotation and adequate supply of products. All product types must be offered year-round including products containing chocolate. No products may be sold beyond their expiration dates.
2. The contractor shall consistently provide vending services adequately to meet customer demand and customer satisfaction.
3. The vending machines shall be labeled with a professional looking sign or decal (Hand-written signs or decals are **not** acceptable), prominently placed on the front, displaying the contractor's name, telephone number, and refund

information. The contractor shall establish and provide the BET manager with a copy of their refund and or reimbursement system for every service site.

4. The vending machine products and prices shall be identified by professional looking signs or tags (Handwritten signs or tags are **not** acceptable).
5. At no time can the contractor remove vending machines or change the machine mix without prior authorization from the BET manager.
6. All vending machines placed in state and federal buildings shall have operational Energy Saving Devices.
7. The contractor shall keep the contractor's machines and all adjacent areas neat and sanitary. The contractor shall clean spills that occur while filling or cleaning machines, shall clean the front of the machines after restocking or servicing them and remove packaging and waste from the area after each service call.
8. In performing the services covered under this contract, the contractor shall comply with all applicable federal, state, or local laws, including, those related to occupational safety and health, equal employment opportunity, immigration and naturalization, the Americans with Disabilities Act, and the State Tax and Insurance Law.
9. The contractor shall not enter any subcontract for services under this contract without previous approval provided in writing by the BET manager.
10. If the vending contractor vacates the business for any reason including bankruptcy, the BET manager shall reserve the right to remove, store and sell any equipment not removed at the end of a 30-day cancellation notice. If the contractor stops providing service, the BET manager reserves the right to remove, store, and sell any equipment not removed after five calendar days without service. This agreement does not provide exclusive right to operate vending services on service sites. This agreement is not assignable to another party.

## Storage Area

**There are two designated storage spaces available at the main vending service site where the cafeteria is located.**

## Required Inventory

The applicant must show the ability to provide \$6,900.00 in resale inventory, \$473.86 in miscellaneous inventory and \$1,370.00 in opening cash. After assignment and during start-up, the incoming manager should expect costs to exceed the required operational amounts.

## Sales Information

Total sales before expenses for the past twelve months.

<b>Month</b>	<b>Vending Sales</b>
February 2025	\$16,811.03
March 2025	\$19,476.15
April 2025	\$18,021.70
May 2025	\$21,953.59
June 2025	\$16,226.28
July 2025	\$16,331.62
August 2025	\$21,083.61
September 2025	\$16,722.89
October 2025	\$20,678.26
November 2025	\$16,183.27
December 2025	\$17,180.42
January 2026	\$19,731.72
<b>Total Annual Sales</b>	<b>\$220,400.54</b>

## Contact Information

For information regarding this facility, please contact:

<b>Business Consultants:</b>	<b>Kim Scales</b> <b>737-408-8947</b>
	<b>Samantha Sweezy</b> <b>512-538-8620</b>
<b>E C M Representatives:</b>	<b>Aloha Cook</b> <b>512-217-1328</b>
	<b>Tom Chepey</b> <b>210-789-3191</b>
<b>The official advertisement date:</b>	<b>March 26, 2026</b>

## Facility Schedule

The following schedule will apply to this facility:

Description	Date Due	Time Due
<p><b>BE114 – The B E T Business</b>  <b>Application form is due to B E T Central Office via email at <a href="mailto:BET_Applications@twc.texas.gov">BET_Applications@twc.texas.gov</a> and to District # email at <a href="mailto:BET_D6_NorthAustin@twc.texas.gov">BET_D6_NorthAustin@twc.texas.gov</a></b></p> <p><b>Include with the application proof of ability to provide the required inventory and proof of current sales tax.</b></p>	<p><b>April 13, 2026</b></p>	<p><b>5:00 p.m.</b></p>
<p><b>Written applications processed by regional teams are due to the B E T Central Office.</b></p>	<p><b>April 20, 2026</b></p>	<p><b>5:00 p.m.</b></p>
<p><b>Panel/Selection Interviews will be held virtually.</b></p>	<p><b>TBD</b></p>	
<p><b>Facility changeover schedule.</b>   <b>Coordination will be completed between the outgoing and incoming managers to determine a definite timetable.</b></p>	<p><b>Projected for late May or early June 2026</b></p>	

## **Advertisement Disclaimer**

The information listed in this advertisement, such as products offered, hours of operation, employee counts, sales projections, and the number or type of vending machines, is all subject to modification due to changing business trends and demands. No information provided in any facility advertisement should be considered as a contractual obligation by the Texas Workforce Commission, real or implied.

The sales amounts for this BET facility are provided for informational purposes only. This information is based on a BET manager's reporting for the stated time periods and not intended to infer the sales reflected would be replicated when the facility is under different management. Inherent variables exist which can affect the sales potential and profitability of any BET facility including but not limited to the manager's capabilities of maximizing profits and other external factors.