BET Facility Advertisement

The facility named below is available for immediate assignment.

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| To: | Business Enterprises of Texas Licensed Managers and Consultants |
| From:  | **Nancy Greely****Supervisor of Field Operations,**Business Enterprises of Texas (B E T) |
| Subject:  | **Availability of Level 1 Facility****Facility # 2-755-5****Memorial Prison Unit,** 59 Darrington Road, Rosharon, TX 77583 **C. T. Terrell Prison Unit, 1300 FM 655, Rosharon, TX 77583** |
| Date:  | March 27, 2025 |
| Signed | Nancy Greely |

# 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 (BET\_Applications@twc.texas.gov) and to District # email at BET\_D#\_DistrictName@twc.texas.gov (BET\_D#\_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>

# Type of Facility:

This is a state prison vending facility consisting of two prisons. Memorial unit is located at 59 Darrington Road, and Terrell unit at 1300 FM 655, Rosharon, TX 77583.

**NOTE:****Manager and all employees must pass a Texas Department of Criminal Justice background check before being allowed to work in any TDCJ State Prison Facility. A favorable Texas Department of Criminal Justice 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 TDCJ point of contact, within five business days of presentation of request by the Business Consultant.  The Texas Department of Criminal Justice (TDCJ) requires that all managers and employees be escorted while servicing the vending machines. Violations of any rules or procedures could result in TDCJ not allowing manager access to the unit, resulting in the loss of the assigned facility**

# Items Served:

A complete array of snacks, including but not limited to chips, candy, pastries, cookies, soft drinks, water, various prepackaged sandwiches, and other cold food items.

**Note: The prisons do not allow the sale of gum or small round chocolates/candies in their facilities.**

# Equipment:

BET state-issued equipment includes fourteen snack vending machines. The currently assigned manager has contracted with Dr. Pepper for the use of seventeen cold drink vending machines. The awarded manager will need to establish an account and arrange transfer of the vending machines with Dr. Pepper or negotiate with a local supplier for the seventeen cold drink vending machines.

# Building Populations:

## Total Employees:

Memorial Unit – Total Employees: 567 plus inmate visitors; Inmate Capacity: 1,610

Terrell Unit - Total Employees: 466 plus inmate visitors; Inmate Capacity: 1,389

# Hours of operation:

The prison facilities are open 24 hours a day, seven days a week, including holidays. The manager will be required to be on call 24 hours a day for any service issues.

# Staffing:

# The BET manager may require one (1) full-time employee. Manager will need help in stocking and robbing vending machines, working in storage area and transportation. The assigned manager and employees will have to abide by the prison dress and security regulations/policies.

# Host Cleaning Responsibilities:

The host only cleans the floor around the vending machines.

# Manager Cleaning Responsibilities:

The assigned B E T manager will be responsible for keeping the machines clean and attractive, performing repairs on the vending machines, keeping the machines adequately stocked to ensure customer satisfaction, maintaining a refund system, monitoring the immediate areas around the vending machines to ensure a neat appearance, and disposing of any trash.

The previous history at this facility did not indicate any unusual sanitation or security problems. There may be occasions where a prison lockdown will prevent the servicing of vending machines. **The manager will have minimal exposure to the general prisoner population. The prison will always provide a security guard. All areas of the prison are highly guarded. However, there is always a risk when being exposed to confinement environments.** The vending machines are for prison employees' and visitors' use only.

# Transportation:

## There is no Public and Special Transit available for either site. Manager will need transportation for product delivery.

# Vending Machines:

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| **Memorial Prison Unit**  | **10 drink machines** **8 snack machines**  |
| **Terrell Prison Unit**  | **7 drink machines** **6 snack machines**  |

## 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 adequate 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.) The Texas Workforce Commission (TWC) establishes the price ranges for products sold in vending machines/merchandisers located in approved TWC areas. The BET manager working with the contractor shall establish specific product pricing. The contractor may not price products more than TWC price ranges.
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

N/A

# Required Inventory

The applicant must show the ability to provide approximately $9,300 in resale inventory ($300 times 31 machines), $1,085 in opening cash ($35 times 31 vending machines), and $100 in miscellaneous inventory. After assignment and during set-up, the incoming manager should expect costs to increase.

# Sales Information

Total net sales before expenses for the past twelve months.

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| **REPORT DATE** | **GROSS SALES** |
| 3/2024 | $13,966.00  |
| 4/2024 | $17,725.00  |
| 5/2024 | $16,440.00  |
| 6/2024 | $16,291.00  |
| 7/2024 | $12,322.00  |
| 8/2024 | $15,729.00  |
| 9/2024 | $17,542.00  |
| 10/2024 | $19,940.00  |
| 11/2024 | $18,512.00  |
| 12/2024 | $20,683.00  |
| 1/2025 | $14,924.00  |
| 2/2025 | $15,110.00  |
| **TOTAL GROSS SALES** | **$199.184.00** |

Additional Sites serviced by vending contractor

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| TAC 21-02 Sites | Reported Gross Sales 1/2024-12/2024 | Reported Commissions 1/2024-12/2024 |
| USPS Pearland, 3519 E Walnut St., Pearland | $2200.25 | $288.56 |
| USPS Richmond, 5560 FM 1640, Richmond | N/A | N/A |
| USPS Missouri City Annex, 3701 Glenn Lakes Lane, Missouri City | $690.05 | $86.06 |
| USPS Silverlake Station, 2700 Cullen Blvd, Pearland | $2,740.00 | $323.27 |
| TOTAL | $5,630.3 |  |

# Contact Information

For information regarding this facility, please contact:

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| Business Consultants:  | Louis White 832.217.5067, Amir Parvez  512.799.4424 |
| E C M Representatives:  | Scott Magee, 504.616.6969, and Ashley Edwards, 713.855.9542 |
| The official advertisement date: | March 27 |

# Facility Schedule

The following schedule will apply to this facility:

| Description | Date Due | Time Due |
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| BE114 – The B E T Business Application form is due to B E T Central Office via email at BET\_Applications@twc.texas.gov and to District # email at BET\_D3\_Houston@twc.texas.govInclude with the application proof of ability to provide the required inventory and proof of current sales tax. | April 8, 2025 | 5:00 p.m. |
| Written applications processed by regional teams are due to the B E T Central Office. | April 15, 2025 | 5:00 p.m. |
| Panel/Selection Interviews will be held virtually. | TBD |  |
| Facility changeover schedule.Coordination will be completed between the outgoing and incoming managers to determine a definite timetable. | Anticipated end of May 2025. |  |

# 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.