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**  **Interim Supervisor of Field Operations,**  Business Enterprises of Texas (B E T) |
| Subject: | **Availability of Level 1 Facility**  **Facility # 2-763-5**  **Facility Name: Brazoria Vending Route**  Address: Route 1 Box 1077, Brazoria, TX 77442 |
| Date: | February 23, 2024 |
| 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](mailto:BET_Applications@twc.texas.gov) (BET\_Applications@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 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.**

# Type of Facility:

This is a vending route which includes the below list of service sites:

TDCJ Clemens Unit, a state prison, 11034 TX-36, Brazoria,

TDCJ Wayne Scott Unit Trusty Camp, 6999 Retrieve Rd, Angleton,

TX Health and Human Services Office, 789 This Way, Lake Jackson,

USPS, 210 Oak Dr, Lake Jackson,

USPS, 1810 E FM 1462, Rosharon,

USPS, 100 Cannan Dr, Angleton,

TX Dept of Transporation, 18671 FM 523 Angleton.

The regional Business Consultant can provide more detail regarding the location of the machines at the prison.

Previous history at this facility did not indicate any unusual sanitation or security problems. There may be occasions where a prison lock down will prevent servicing of the vending machines. **The manager will have minimal exposure to the general prisoner population. The prison will provide a security guard at all times. All areas of the prison are highly guarded however, there is always a risk when being exposed to confinement environments**.

# Items Served:

Chips, snacks, candy, pastries, cookies, soda, water, and a complete array of vending food products. **No gum, chewy fruit flavored candy, candy-coated snacks such as M&Ms, Skittles, Reese’s Pieces and the like can be sold at any of the prison units. Please remember items sold are at the warden’s discretion.**

# Equipment:

**(Table with 3 columns and 10 rows)**

|  |  |  |
| --- | --- | --- |
| **LOCATION** | **SNACK** | **DRINK** |
| TDCJ Clemens | 9 | 6 |
| TDCJ Scott (trusty camp) | 2 | 1 |
| HHSC Lake Jackson | 1 | 1 |
| USPS Lake Jackson | 1 | 1 |
| USPS Rosharon | 1 | 1 |
| USPS Brazoria |  | 1 |
| USPS Angleton | 1 | 1 |
| TX DoT Angleton | 1 |  |
| **TOTAL** | **17** | **12** |

Texas Workforce Commission will provide the seventeen snack machines. The assigned manager will work with local distributors to obtain the twelve drink vending machines. Current drink machines are provided by Dr Pepper. Texas Workforce Commission will also provide the following: two hand trucks, one coin counter and one bill counter. The snack machine located at TX DoT Angleton has a state-owned card reader attached.

**NOTE: All equipment must be kept in excellent condition, no glass is allowed, all electrical cords should be in excellent condition, security and safety issues with all the equipment is essential since these are state prison units.**

# Building Populations:

Per TDCJ website, Total Employees: 348, Inmate capacity: 893, Trusty Camp #1: 321 and Trusty Camp #2: 321. Unknown current daily building population at the other service sites.

# Hours of operation:

The prison facilities are open 24 hours a day, seven days a week, including holidays. All other locations have regular business hours from 8:00 a.m. to 5:00 p.m. except for state and federal holidays. The manager will be required to be on call 24 hours a day for any service issues. **NOTE:** Prison wardens may require the assigned manager to stock all visitation areas after 5 p.m. each Saturday night and restock as needed to ensure availability of all products for major public holidays.

# Staffing:

One full-time employee in additional to the assigned manager will be required. Manager may need assistance in stocking and robbing vending machines, transporting and receiving product and will be required to have a sighted guide while transporting the product through the prison facility.

# Host Cleaning Responsibilities:

The host cleans the floor around the vending machines only.

# Manager Cleaning Responsibilities:

The manager will be responsible for daily operation of the business; 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. Collection and safeguarding of all monies is critical for the manager while on site at the prison.

# Transportation:

Public transportation is not available to the prisons. **Manager will need transportation for product delivery.**

# Vending 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 :

There is no storage available at the sites. The manager is required to provide storage space for products.

# Required Inventory :

The applicant must show the ability to provide $4,500 in resale inventory, $300 in miscellaneous inventory and $525 in opening cash.

# Sales Information

Total net sales before expenses for the past twelve months.

|  |  |
| --- | --- |
| **Month** | **Vending Sales** |
| 2/2023 | $5,669 |
| 3/2023 | $7,288 |
| 4/2023 | $5,635 |
| 5/2023 | $5,980 |
| 6/2023 | $5,725 |
| 7/2023 | $4,841 |
| 8/2023 | $3,644 |
| 9/2023 | $1,933 |
| 10/2023 | $4,084 |
| 11/2023 | $4,332 |
| 12/2023 | $2,658 |
| 1/2024 | $3,911 |
| **Average Monthly Sales** |  |

**Disclaimer:** 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.

# Contact Information

For information regarding this facility, please contact:

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| Business Consultants: | Louis White, 832-217-5067 |
| E C M Representatives: | Scott Magee, 512-616-6969  Ashley Edwards, 713-855-9542 |
| The official advertisement date: | February 23, 2024 |

# Facility Schedule

The following schedule will apply to this facility:

| Description | Date Due | Time Due |
| --- | --- | --- |
| BE114 – The B E T Business Application form is due to B E T Central Office via email at [BET\_Applications@twc.texas.gov](mailto:BET_Applications@twc.texas.gov)  Include with the application proof of ability to provide the required inventory and proof of current sales tax. | March, 11, 2024 | 5:00 p.m. |
| Written applications processed by regional teams are due to the B E T Central Office. | March 18, 2024 | 5:00 p.m. |
| Interviews will be held virtually. | TBD |  |
| Facility changeover schedule.  Coordination will be completed between the outgoing and incoming managers to determine a definite timetable. | Tentatively scheduled for early April 2024. |  |

# 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.