

# AGREEMENT FOR VENDING SERVICES

This Vending Services Agreement (“Agreement”) is entered into by Williamson County, Texas, a political subdivision of the State of Texas (“County”) and Compass Group USA, Inc., by and through its Canteen Division (“Contractor”), with its principal place of business located at 2400 Yorkmont Road, Charlotte, North Carolina, both of which are referred to herein as the parties.

## WITNESSETH

**WHEREAS**, the County owns and/or operates various buildings, grounds and real property;

**WHEREAS**, the County requested proposals from vending firms that were trained, experienced and qualified in providing and servicing snack and beverage vending machines;

**WHEREAS**, on December 14, 2022, Contractor responded to County’s request for proposals and the County determined that, after review of all proposals received, Contractor’s proposal to provide vending machines, vending products and related services at County’s facilities was in the best interest of the County;

**THEREFORE**, in consideration of the mutual benefits to be derived hereby, the County and the Contractor do hereby agree as follows:

## I. TERM AND RENEWAL

### A. Contract Documents

In addition to this Agreement, the contract between the County and Contractor shall include Williamson County Request for Proposal 23RFP9 and Contractor’s Proposal (to the extent it meets or exceeds the requirements of Williamson County’s Request for Proposal 23RFP9). In the event of any conflict between these documents, the conflict shall be resolved using the order of precedence: (1) this Agreement; (2) Williamson County Request for Proposal 23RFP9; and (3) Contractor’s Proposal.

### B. Initial Term of Agreement

This Agreement shall commence on the date of the last party’s execution hereof, and shall terminate on September 30, 2024, unless it is renewed as set forth herein.

### C. Renewal of Agreement

At the end of the initial term of this Agreement, the parties, upon mutual agreement, shall have the option to renew this Agreement in twelve (12) month increments for up to an additional forty-eight (48) months, with the terms and conditions remaining the same. The total period of the contract, including all extensions will not exceed a maximum combined period of seventy-two (72) months.

Exercise of the renewal option is at the County's sole discretion and shall be conditioned, at a minimum, on the Contractor's performance of this Agreement and subject to the availability of funds. The County, if it desires to exercise its renewal option, will provide notice to the Contractor of its election to renew. The renewal term shall be considered separate and shall require exercise of the renewal option should the County choose to renew this Agreement. The County and the Vendor agree that termination shall be the Vendor's sole remedy if the County chooses not to extend this Agreement for an additional twelve (12) month term.

## **II. SCOPE OF SERVICE**

### **A. Services to be Provided**

The Contractor shall be responsible for all vending machine installations, maintenance, operation and service of snack and beverage vending machines and related vending products for the County's properties and locations listed on Attachment 1 ("Sites"). The Contractor will be responsible for keeping its machines filled with the products identified on the Master Vending List, which is attached hereto as Attachment 2. The County reserves the right to reasonably add or delete Sites where vending machines are operated, on an as-needed basis. Each Site serviced by the Contractor shall be adequately supplied with the type and number of machines necessary to service the vending needs of the County at each Site. The type and number of machines at a specific Site will be dependent upon such factors as requests of the County, available space, available utility outlets, and sales.

### **B. Contractor's Responsibilities**

#### *1. Equipment to be Provided*

The Contractor shall install, at no cost to the County, vending equipment at the Sites listed on Attachment 1. A list of all equipment installed at these Sites, including the name, type, serial number, counter or meter reading at time of installation and location of each piece of equipment, shall be provided to the County's Contract Manager upon execution of this Agreement. All vending machines shall be new or in a like new condition and meet Energy Star certification requirements. In the absence of Energy Star designation, the Contractor may propose, with supporting documentation, alternative energy conservation measures to minimize energy consumption and cost associated with vending services. All vending machines provided shall comply with all federal, state or local safety and health regulations. All vending machines provided shall be equipped

with coin mechanism, validators that automatically validate and recognize paper currency, and credit/debit card technology.

Either the County or the Contractor may initiate a written request for addition or deletion of vending equipment; provided, however, prior to the Contractor deleting any installed vending equipment (a vending machine), Contractor must first provide, in writing, sales data to the County Contract Manager which evidences that the vending equipment is underperforming in relation to other vending equipment that is located at other Sites. With County Contract Manager authorization, the Contractor may then change the existing mix of products provided in the machine and/or prices for at least a thirty (30) day period in order to determine if sales improve to mutually agreeable and acceptable levels. The change in product mix would be performed based on feedback from the County's Contract Manager and the County's employees that use the machine in question. If sales do not improve to mutually agreeable and acceptable levels during the said thirty (30) day period, then the Contractor may ask for re-authorization, in writing, to either change the product mix for an additional thirty (30) day period, or contact the County's Contract Manager, in writing, providing supporting sales data including the most recent data, and request final removal of the vending machine from its then current location. If after the second thirty (30) day period sales have not improved to mutually agreeable and acceptable levels, the Contractor can, in writing, request final removal of the vending machine from its then current location.

The total number of machines allocated to each Site must be installed no later than thirty (30) days after the complete execution of this Agreement. If the County deems it necessary to delete or add additional machines after the initial installation, the County will notify the Contractor in writing. By execution of this Agreement, the Contractor agrees to such additions/deletions and shall have thirty (30) days to comply from date of the notification. Any additional machines shall be provided on the same terms and conditions as contained in this Agreement.

## 2. *Products to be Provided*

The approved list of products to be dispensed in the vending machines can be found on Attachment 2, Master Vending List. The Contractor shall submit a list of proposed prices for the various products yearly. Pricing shall remain firm for the first two (2) years of the Agreement unless the Contractor can evidence a CPI-W increase of more than 10% over the first year. Any proposed pricing changes shall be presented to the Contracts Administrator or designee for review and approval at least sixty (60) days prior to the proposed increase. Price increases are not automatic and shall be submitted to Contracts Administrator or designed for review and approval. Price increase must be justified by documentation supporting operational cost increases. In no event shall any increase exceed three (3) percent, though exception shall be given for certain products if the Contractor can justify a substantial cost increase in production. Williamson County reserves the right to decline any price changes that do not include sufficient justification for the

price increase. Price increases will only be requested by August 1<sup>st</sup> of each contact year after the initial two-year period. Approved increases are to become effective not less than 60 calendar days after notification. Decreases will be effective not more than ten (10) days after notification.

Contractor shall sell only those products listed on the Master Vending List or approved substitute products in vending machines placed at each Site. The County shall have the exclusive right to add or to delete any product to be dispensed in the vending machines based on volume of sales or other factors, without a formal amendment. If the County deems it necessary to add or to delete products after the initial installation, the County will notify the Contractor in writing. By execution of this Agreement, the Contractor agrees to such additions/deletions and shall have thirty (30) days from the date of the notification to comply. Any additions shall be provided on the same terms and conditions as contained in this executed Agreement.

Any request by Contractor to provide alternate or substituted products shall be submitted in writing and must be approved in writing by the County. Substitute products must be of the same quality and must be packaged in the same manner (proportion size, volume and/or weight, as applicable) as the product sought to be substituted. The County reserves the right to reject any request for substitution if, in the County's sole discretion, the substituted product is not of the same quality or packaging (proportion, weight, volume, etc.) as the product sought to be substituted. Requests for alternate or substituted products shall be granted or denied within ten (10) days of receipt of written request.

Contractor shall ensure that no out of date products remain in the vending machines and Contractor shall be responsible for the disposal of expired products in accordance with federal, state and local health standards.

### 3. *Services to be Provided*

The Contractor shall:

- a. Collect all money from each machine and record ending meter reading for an accurate accounting of sales and collections for each machine;
- b. Submit timely Monthly Sales Reports as required under Section II., 5., Reporting;
- c. Provide all maintenance and repairs to the machines at no cost to the County, as specified in Section II., 4., Operational Requirements;
- d. Return a minimum of once-per-week to each facility, on a regularly scheduled day as determined by the County, to replenish vending stock and vending supplies, if applicable, and to clean and sanitize all machines; provided, however, Contractor may adjust the time that it returns to certain Sites if it becomes unnecessary to replenish vending stock and vending supplies once-per-week due to lower sales volumes at such Sites;

- e. Be responsible for the electrical connections for all vending machines;
- f. Respond to any request by the County or facility for supplies, service or assistance within 24 hours of initial request; and
- g. Provide the County with an office telephone number and cell number for at least two (2) individuals who can be reached twenty-four (24) hours per day, seven (7) days per week regarding equipment or services to be provided.

#### 4. *Operational Requirements*

- a. The Contractor shall be required to have all machines installed and fully operational at Sites, within thirty (30) days of Agreement execution.
- b. The Contractor shall repair any non-functioning machine to full operating capacity within five (5) days of notice or replace said machine within the same time period.
- c. The Master Vending List (Attachment 2) establishes the proposed price list for all approved products.

#### 5. *Reporting*

A Monthly Sales Report shall be submitted on a monthly basis to the County's Contract Manager no later than the tenth (10<sup>th</sup>) day of the previous month following the month reported. This report shall include the following:

- a. A list of gross sales of each vending machine by product name, product type and Site;
- b. Total gross sales for all Sites;
- c. Copy of the restocking reports by machine or by each institution;
- d. Commission payable to the County.

#### 6. *Refunds*

The Contractor will be responsible for processing all refunds. The Contractor shall post notices in clearly visible locations informing patrons how to request refunds. The Contractor is responsible for making refunds of monies lost due to malfunctions of vending machines within 10 business days after receiving the refund request. The Contractor shall provide a report to the Contract Manager or designee of all status of complaints it has received and its actions to resolve such complaints.

#### 7. *Equipment Ownership*

The Contractor is acknowledged to be the owner of all machines, equipment and/or merchandise which may be brought upon the County's property by the Contractor, and nothing in this agreement will give the County any interest, outside of the interest stated in this Agreement, in such machines, equipment or merchandise. The Contractor shall bear the full cost of any damage or loss in connection with a

vending machine or any associated equipment, and the County shall not bear any cost of such damage or loss.

### **C. Contractor Staff Conduct for Facility Access**

1. The Contractor or designee shall make prior arrangements with the County regarding access to the Sites for the purposes of delivering equipment, providing services or providing maintenance of equipment.

The Contractor's staff on-site shall adhere to the standards of conduct prescribed in any County personnel policy and procedure guidelines, particularly rules of conduct, employee uniform and clothing requirements (as applicable), security procedures, and any other applicable rules, regulations, policies and procedures of the County.

In addition, the Contractor shall ensure that all staff adhere to the following requirements:

- a. The Contractor's staff shall not engage in any conduct which is criminal in nature or which would bring discredit upon the Contractor or the County. In providing services pursuant to this Agreement, the Contractor shall ensure that its employees avoid both misconduct and the appearance of misconduct.
- b. Any violation or attempted violation of the restrictions referred to in this section regarding employee conduct shall be reported by phone and in writing to the County's Contract Manager or their designee, including proposed action to be taken by the Contractor. Any failure to report a violation or take appropriate disciplinary action against the offending party or parties shall subject the Contractor to appropriate action, up to and including termination of this Agreement.
- c. The Contractor shall report any incident described above, or requiring investigation by the Contractor, in writing, to the County's Contract Manager or their designee within twenty-four (24) hours, of the Contractor's knowledge of the incident.

#### *2. Staff Background/Criminal Record Checks*

- a. The Contractor's staff assigned to this project may, at County's option, be subject to a background/criminal records check. This background check may be conducted by the County and may occur or re-occur at any time during the Agreement period. In order to carry out this background check, upon request, the Contractor shall provide the County with the following data for any individual Contractor or subcontractor's staff assigned to provide services under this Agreement: Full Name, Race, Sex, Date of Birth, Social Security Number, Driver's License Number and State of Issue. The County may review the submitted proposed employee information and make a determination within five (5) business days. If requested, the Contractor shall also submit to

- fingerprinting for submission by the County to the Federal Bureau of Investigation (FBI) for all temporarily approved new hires.
- b. No person who has been barred from any County work release center or other facility shall provide services under this Agreement.
  - c. The County has full discretion to require the Contractor to reasonably disqualify, prevent, or remove any staff from any work under this Agreement. The County is under no obligation to inform the Contractor of background check findings or criteria for disqualifications or removal.
  - d. The Contractor shall not employ any individual under this Agreement who is under supervision or jurisdiction of any parole, probation or correctional authority. Persons under any such supervision may work for other elements of the Contractor's agency that are independent of the service to be provided under this Agreement. The objective of this provision is to ensure that no employee of the Contractor, under any such legal constraints, has contact with or access to any records of the County.
  - e. The Contractor shall immediately report to the County of any new arrest, criminal charges or convictions and any active felony or misdemeanor supervision of any current employee performing services under this Agreement.
  - f. The Contractor shall screen all prospective employees through referral and employment checks. The Contractor shall require that all prospective employees provide the details of any of the following criminal background information:
    - 1. Conviction for a felony or Class A misdemeanor.
    - 2. Plea of nolo contendere or plea of guilty to a crime that is a felony or Class A misdemeanor.
    - 3. An adjudication of guilt withheld to a crime that is a felony or Class A misdemeanor.
    - 4. Current pending charges for a for a felony or Class A misdemeanor.
  - g. Note that a felony or Class A misdemeanor conviction, a plea of guilty or nolo contendere to a felony or Class A misdemeanor crime, or adjudication of guilt withheld to a felony or Class A misdemeanor crime does not automatically bar the Contractor from hiring the proposed employee. However, the County reserves the right to prior approval in such cases. Generally, two (2) years with no criminal history is preferred. The Contractor shall make full written report to the County within three (3) calendar days whenever an employee has a criminal charge filed against them, or an arrest, or receives a Notice to Appear for violation of any criminal law involving a misdemeanor, or felony, or ordinance (except minor violations for which the penalty is a fine only and no jail time can be assessed) or when Contractor or Contractor's staff has knowledge of any violation of the laws, rules, directives or procedures of the County.

### *3. Facility and Staff Security*

- a. The Contractor employees shall display a current picture identification of the employee and be prepared to provide the County, upon request, with his/her Driver's License or State of Texas ID card.
- b. Upon entering and leaving Sites, Contractor employees may be required to sign in and out at a receptionist desk or with authorized personnel.
- c. The Contractor shall ensure that staff wears attire suitable for the position, either a standard uniform or business casual dress.
- d. Contractor staff shall be subject to searches of their person or searches of equipment and/or products at any time when entering any County detention or jail facility.
- e. The Contractor's staff shall be subject to the requirements of Section II., C., of this Agreement and may be denied access to the facility by the County.

#### **D. County's Responsibilities**

The County will:

1. Provide all electricity used for the operation of the vending machines;
2. At its sole option and discretion, conduct background checks on Contractor employees who are responsible for carrying out the services under this Agreement;
3. Grant the Contractor or designee access to the County's Sites, subject to any safety concerns or issues, between the hours of 8:00 a.m. and 5:00 p.m. for the purposes of providing service, equipment or maintenance. The Contractor may be granted access to a facility at times other than 8:00 a.m. to 5:00 p.m. to complete these services only if approved by the County in advance;
4. Promptly report malfunctioning equipment; and
5. Assume no liability for damage to equipment or loss of inventory or funds and shall not be liable for same.

#### **E. Monitoring and Evaluation**

The County's Contract Manager or designated County staff will perform monitoring during the term of this Agreement, but not less than once a year to ensure contract compliance. Monitoring shall include periodic review of compliance with contract service delivery including but not limited to, review of the specific Agreement requirements such as:

1. Reporting Submission
2. Operations performance
3. Equipment performance
4. Equipment maintenance

If issues of non-compliance are identified during County's monitoring, the County may provide a written report to the Contractor following the monitoring visit. When



issues of non-compliance are identified in the monitoring report, a written Corrective Action Plan (CAP) will be required of the Contractor. The CAP is to be submitted to the County's Contract Manager within ten (10) days of receipt of the monitoring report. If necessary, a follow-up monitoring visit will be scheduled by the Contract Manager, and will occur within thirty (30) days of the original monitoring visit at which time full compliance must be met. Failure to correct deficiencies after thirty (30) days of receipt of a written monitoring report notating the deficiencies may result in County's determination of breach of contract and termination of this Agreement.

The County reserves the right for any County staff to make scheduled or unscheduled, announced or unannounced visits to the Contractor's place of business.

### **III. COMPENSATION**

#### **A. Payment**

The Contractor will compensate the County for services specified in Section II, Scope of Service, as delineated below:

1. The Contractor will compensate the County with a commission of 10% of gross revenues after taxes (ex: \$1.00 – \$0.08 sales tax = \$0.92 x 10% = \$0.09 commission) from the operation of said equipment and the sale of food and beverages. Such payments shall be made by the 10th day of each month for the previous month revenue.
2. If the County does not receive commissions by the 10<sup>th</sup> day of each month, a late charge of 2.5% shall be paid of the monthly sales.
3. The County shall have the right to accompany the Contractor when the revenue is collected from the equipment and conduct a hard count of the money on-site, which consists of counting the money with a portable coin counter that shall be provided by the Contractor.
4. If this Agreement expires or is terminated for any reason, within 30 days of such expiration or termination, the Contractor shall perform a final accounting and pay the County the final commission payment for all periods prior to the date of expiration or termination for which the Contractor has not previously made a commission payment to the County.

#### **B. Official Payee**

The Contractor agrees that each payment will include a detailed accounting of how the commission was arrived at in detail sufficient for a pre-audit and post-audit

thereof. The Contractor shall submit monthly payments and records to the Williamson County Auditor and a copy of the records to the County's Contract Manager as identified in Section IV., A. The Williamson County Auditor's Office shall review, verify, deny and/or approve the above referenced accountings, reports and payments provided by Contractor.

Williamson County Auditor  
Accounts Payable Department  
710 S. Main Street  
Georgetown, Texas 78626

### **C. Travel Expenses**

The County shall not be responsible for the payment of any travel expense for the Contractor that occurs as a result of this Agreement.

### **D. Contractor's Expenses**

The Contractor shall pay for all licenses, permits, and inspection fees or similar charges required for this Agreement, and shall comply with all laws, ordinances, regulations, and any other requirements applicable to the work to be performed under this Agreement.

### **E. Tax Exemption**

County is a body corporate and politic under the laws of the State of Texas and claims exemption from sales and use taxes under Texas Tax Code Ann. § 151.309, as amended, and the services and materials subject hereof are being secured for use by County. Exemption certificates will be provided to contractors and suppliers upon request.

### **F. Renewal Prices**

In the event the County chooses to extend this Agreement and the Contractor agrees to such extension, the prices of the food and beverages for each extended period shall be adjusted based on the seasonally adjusted Consumer Price Index for All Urban Consumers (CPI-U) for food and beverages in the State of Texas.

### **G. Change of Circumstance**

The commission rate(s) and prices are based, in part, on assumptions regarding population, hours of operation, other conditions on the Premises, labor costs, product costs, fuel costs, Federal, state, and local tax structure, and any other levy or tax that impacts Contractor's services ("Factors"). If there are changes in such Factors, Contractor may modify the commission rate(s) and/or prices upon thirty (30) days prior

written notice to County, which shall be noted on commission statements and/or the remittance advice. Furthermore, in lieu of price increases per Section F above, Contractor may, upon thirty (30) days prior written notice, modify the commission rate(s). It is acknowledged and understood that County may terminate this Agreement, at its will upon thirty (30) calendar days notice in accordance with the termination rights set forth under Section VI below, if County determines, in its sole discretion, that Contractor's modification of the commission rates and/or prices is unreasonable or excessive.

#### **IV. CONTRACT MANAGEMENT**

##### **A. County's Contract Manager**

The Contract Manager for this Agreement will be:

Dale Butler  
Director of Facilities  
3101 SE Inner Loop  
Georgetown, TX 78626  
Phone: (512) 943-1636

The Contract Manager will perform the following functions:

1. Serve as the liaison between the County and the Contractor;
2. Verify receipt of deliverables from the Contractor;
3. Monitor the Contractor's progress;
4. Assist in evaluating the Contractor's performance;
5. Process all amendments, renewals and terminations of this Agreement; and
6. Assist in evaluating Contractor performance upon completion of the overall Agreement. This evaluation will be placed on file and will be considered if the Agreement is subsequently used as a reference in future procurements;
7. Maintain the official Agreement file; and
8. Maintain the official records of all formal correspondence between the County and the Contractor.

##### **B. Contractor's Representative**

The name, title, address and telephone number of the Contractor's representative responsible for administration and performance under this Agreement is:

Austin Piske  
Regional Director of Operations  
Canteen Austin Branch

8801 Wall Street, Suite 840  
Austin, Texas 78754  
Phone: (512) 651-8282  
Email: Austin.Piske@compass-usa.com

#### **D. Contract Management Changes**

After execution of this Agreement, any changes in the information contained in Section IV., Contract Management, will be provided to the other party in writing and a copy of the written notification shall be maintained in the official record.

### **V. MODIFICATIONS**

Modifications to the provisions of this Agreement, with the exception of Section IV., Contract Management, shall be valid only through execution of a formal amendment.

### **VI. TERMINATION**

#### **A. Termination at Will**

This Agreement may be terminated by either party upon no less than thirty (30) calendar days' notice, without cause, unless a lesser time is mutually agreed upon by both parties. Notices of termination shall be delivered by certified mail (return receipt requested) to the non-terminating party.

#### **B. Termination for Cause**

The County reserves the right to terminate the Agreement if Contractor breaches any of the provisions of this Agreement, including but not limited to Proposal specifications, terms and conditions, any warranties of the Contractor. Such right of termination is in addition to and not in lieu of any other remedies the County may have at law or in equity.

#### **C. Termination for Unauthorized Employment**

Violation of the provisions of Section 274A of the Immigration and Nationality Act shall be grounds for unilateral cancellation of this Agreement.

### **VII. CONDITIONS**

#### **A. Records**

1. *Public Records Law*

Contractor understands that County will comply with the Texas Public Information Act and information, documentation, and other material in connection with this Agreement may be subject to public disclosure. It is expressly understood and agreed that County, its officers and employees may request advice, decisions and opinions of the Attorney General of the State of Texas in regard to the application of the Public Information Act to any items or data furnished to County as to whether or not the same are available to the public. It is further understood that County's officers and employees shall have the right to rely on the advice, decisions and opinions of the Attorney General, and that County, its officers and employees shall have no liability or obligation to any party hereto for the disclosure to the public, or to any person or persons, of any items or data furnished to County by a party hereto, in reliance of any advice, decision or opinion of the Attorney General of the State of Texas.

2. *Audit Records*

- a. Contractor shall permit the County, or any duly authorized employee of Williamson County, to inspect and examine its pertinent books and records.
- b. Contractor agrees to maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this Agreement and agrees to provide a financial and compliance audit to the County or to the Office of the Williamson County Auditor and to ensure that all related party transactions are disclosed to the auditor.
- c. The Contractor agrees to include all record-keeping requirements in all subcontracts and assignments related to this Agreement.

3. *Retention of Records*

The Contractor agrees to retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertaining to this Agreement for a period of five (5) years following the termination of this Agreement. The Contractor shall maintain complete and accurate record-keeping and documentation as required by the County and the terms of this Agreement. Copies of all records and documents shall be made available for the County upon request. All records and documentation must be clear and legible for audit purposes. All documents must be retained by the Contractor at the address listed in Section IV., B., Contractor's Representative for the duration of the period referenced above. The Contractor shall cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period. The Contractor shall advise the County of the location of all records pertaining to this Agreement

and shall notify the County by certified mail within ten (10) days if/when the records are moved to a new location.

**B. Materials with Recycled Content**

It is expressly understood and agreed that Contactor must provide recycling receptacles in and around the Sites where any recyclable products or materials are sold pursuant to this Agreement.

**C. Foreign Terrorist Organizations**

Contractor represents and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

**D. Employment of County Personnel**

The Contractor shall not knowingly engage in this project, on a full-time, part-time, or other basis during the period of this Agreement, any current employee of the County.

**E. Non-Discrimination**

No person, on the grounds of race, creed, color, national origin, age, gender, marital status or disability, shall be excluded from participation in, be denied the proceeds or benefits of, or be otherwise subjected to, discrimination in the performance of this Agreement.

**F. Damage to County Property**

Contractor shall be liable for all damage to County owned, leased, or occupied property and equipment caused by Contractor and its employees, agents, subcontractors, and suppliers, including any delivery or transportation company, in connection with any performance pursuant to this Agreement. Contractor shall notify County in writing of any such damage within one (1) calendar day. Contractor is responsible for the removal of all debris resulting from work performed under this Agreement.

**G. Americans with Disabilities Act**

Contractor shall comply with the Americans with Disabilities Act. In the event of the Contractor's noncompliance with the nondiscrimination clauses, the Americans with Disabilities Act, or with any other such rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further contracts with the County.

## **H. Indemnification**

Contractor shall save harmless the County from and against all claims and liability due to the activities of the Contractor, its agents or employees, performing under this Agreement and which result from any negligent act, error, or omission of the Contractor or of any person employed by the Contractor. Contractor shall also save harmless the County from and against any and all expenses, including reasonable attorney's fees which might be incurred by the County, in litigation or otherwise resisting said claims or liabilities.

Contractor acknowledges and agrees that under the Constitution and the laws of the State of Texas, County cannot enter into an agreement whereby County agrees to indemnify or hold harmless any other party, including but not limited to Contractor; therefore, all references to indemnifying, holding or saving harmless any other party, including but not limited to Contractor, for any reason whatsoever are hereby deemed void and deleted.

## **I. Contractor's Insurance**

The Contractor agrees to provide adequate insurance coverage on a comprehensive basis and to hold such insurance at all times during the existence of this Agreement. The Contractor accepts full responsibility for identifying and determining the type(s) and extent of insurance necessary to provide reasonable financial protection for the Contractor and the County under this Agreement. Upon the execution of this Agreement, the Contractor shall furnish the County's Contract Manager written verification of such insurance coverage. The County reserves the right to require additional insurance where appropriate. Contractor's insurance shall be primary as to any other existing, valid, and collectible insurance that is maintained or carried by County.

## **J. Independent Contractor Status**

The Contractor shall be considered an independent contractor in the performance of its duties and responsibilities under this Agreement. The County shall neither have nor exercise any control or direction over the methods by which the Contractor shall perform its work and functions other than as provided herein. Nothing in this Agreement is intended to, nor shall be deemed to constitute, a partnership or a joint venture between the parties.

## **K. Disputes**

The parties to this Agreement will work together in good faith to resolve any controversy, dispute or claim between them which arises out of or relates to this Agreement, whether stated in tort, contract, statute, claim for benefits, bad faith, professional liability or otherwise ("Claim"). If the parties are unable to resolve the

Claim within fourteen (14) days following the date in which one party sent written notice of the Claim to the other party, and if a party wishes to pursue the Claim, such Claim shall be addressed through non-binding mediation under the Commercial Mediation Rules of the American Arbitration Association (“AAA”). A single mediator engaged in the practice of law, who is knowledgeable about subject matter of this Agreement, will conduct the mediation under the then current rules of the AAA. Any mediation under this Agreement shall be conducted in Williamson County, Texas. All costs involved in the mediation shall be borne equally between the parties, except that each party shall bear its own attorneys fees. Nothing herein is intended to prevent either party from seeking any other remedy available under this Agreement or at law, including seeking redress in a court of competent jurisdiction. This provision shall survive the termination of this Agreement.

#### **L. Copyrights, Right to Data, Patents and Royalties**

The County shall have unlimited rights to use, disclose or duplicate, for any purpose whatsoever, all non-confidential/non-proprietary information and data developed, derived, documented, or furnished by the Contractor under this Agreement. All documentation produced as part of the Agreement shall become the exclusive property of the County, and may not be copied or removed by any employee of the Contractor without express written permission of the County.

#### **M. Subcontracts**

The Contractor is fully responsible for all work performed under this Agreement. The Contractor may, upon receiving written consent from the County’s Contract Manager, enter into written subcontract(s) for performance of certain of its functions under this Agreement. No subcontract, which the Contractor enters into with respect to performance of any of its functions under this Agreement, shall in any way relieve the Contractor of any responsibility for the performance of its duties. All payments to subcontractors shall be made by the Contractor. If a subcontractor is utilized by the Contractor, the Contractor shall pay the subcontractor within seven (7) working days after receipt of full or partial payments from the County. It is understood and agreed that the County shall not be liable to any subcontractor for any expenses or liabilities incurred under the subcontract and that the Contractor shall be solely liable to the subcontractor for all expenses and liabilities under this Agreement. Failure by the Contractor to pay the subcontractor within seven (7) working days result in the County’s termination of this Agreement.

#### **N. Assignment**

Except to an affiliated entity, neither party shall assign its responsibilities or interests under this Agreement to another party without prior written approval of the other party.



## **O. Force Majeure**

If the party obligated to perform is prevented from performance by an act of war, order of legal authority, act of God, or other unavoidable cause not attributable to the fault or negligence of said party, the other party shall grant such party relief from the performance of this Agreement. The burden of proof for the need of such relief shall rest upon the party obligated to perform. To obtain release based on force majeure, the party obligated to perform shall file a written request with the other party.

## **P. Severability**

The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof and this Agreement shall be construed in all respects as if such invalid or unenforceable provision was omitted, so long as the material purposes of this Agreement can still be determined and effectuated.

## **Q. Verbal Instructions**

No negotiations, decisions, or actions shall be initiated or executed by the Contractor as a result of any discussions with any County employee. Only those communications that are in writing from the County's staff identified in Section IV., Contract Management, of this Agreement shall be considered a duly authorized expression on behalf of the County. Only communications from the Contractor's representative identified in Section IV., B., which are in writing and signed, will be recognized by the County as duly authorized expressions on behalf of the Contractor.

## **R. Conflict of Interest**

The Contractor shall not compensate in any manner, directly or indirectly, any officer, agent or employee of the County for any act or service that he/she may do, or perform for, or on behalf of, any officer, agent, or employee of the Contractor. No officer, agent, or employee of the County shall have any interest, directly or indirectly, in any contract or purchase made, or authorized to be made, by anyone for, or on behalf of, the County.

The Contractor shall have no interest and shall not acquire any interest that shall conflict in any manner or degree with the performance of the services required under this Agreement.

## **S. Governing Law and Venue**

Each party to this Agreement hereby agrees and acknowledges that venue and jurisdiction of any suit, right, or cause of action arising out of or in connection with

this Agreement shall lie exclusively in either Texas or in the Austin Division of the Western Federal District of Texas, and the parties hereto expressly consent and submit to such jurisdiction. Furthermore, except to the extent that this Agreement is governed by the laws of the United States, this Agreement shall be governed by and construed in accordance with the laws of the State of Texas, excluding, however, its choice of law rules.

#### **T. No Third Party Beneficiaries**

Except as otherwise expressly provided herein, neither this Agreement, nor any amendment, addendum or exhibit attached hereto, nor term, provision or clause contained therein, shall be construed as being for the benefit of, or providing a benefit to, any party not a signatory hereto.

#### **U. Waiver**

The failure or delay of any party to enforce at any time or any period of time any of the provisions of this Agreement shall not constitute a present or future waiver of such provisions nor the right of either party to enforce each and every provision. Furthermore, no term or provision hereof shall be deemed waived and no breach excused unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether expressed or implied, shall not constitute a consent to, waiver of or excuse for any other, different or subsequent breach.

#### **V. No Waiver of Immunities**

Nothing in this Agreement shall be deemed to waive, modify or amend any legal defense available at law or in equity to County, its past or present officers, employees, or agents, nor to create any legal rights or claim on behalf of any third party. County does not waive, modify, or alter to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas and of the United States.

#### **W. Successors and Assigns**

This Agreement shall be binding upon and inure to the benefit of parties hereto and their respective successors, executors, administrators, and assigns.

#### **X. Incorporation of Exhibits and Attachments**

All of the Attachments referred to in this Agreement are incorporated by reference as if set forth verbatim herein.

#### **Y. Construction**

Each party to this Agreement acknowledges that it and its counsel have reviewed this Agreement and that the normal rules of construction are not applicable and there will be no presumption that any ambiguities will be resolved against the drafting party in the interpretation of this Agreement.

**AA. Execution in Counterparts**

This Agreement may be executed in counterparts, each of which, when executed and delivered, shall be deemed to be an original and all of which together shall constitute one and the same document.

**BB. Entire Agreement**

This Agreement represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either oral or written. This Agreement may be amended only by written instrument signed by each party to this Agreement.

**[SIGNATURE PAGE FOLLOWS]**

**IN WITNESS THEREOF**, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized to be effective as the last party's execution hereof.

**CONTRACTOR:**

\_\_\_\_\_  
SIGNED BY:  \_\_\_\_\_

PRINTED NAME: Shawn Grider \_\_\_\_\_

TITLE: President of Operations Texas

DATE: March 9 \_\_\_\_\_, 2023

FEID #: \_\_\_\_\_

**WILLIAMSON COUNTY, TEXAS**

SIGNED BY: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

Representative Capacity:  
As Presiding Officer of the Williamson County  
Commissioners Court

DATE: \_\_\_\_\_, 20\_\_\_\_\_

## **ATTACHMENT 1 SITES**

**Sheriff Administration**, 508 South Rock Street, Georgetown. Vending Type: 1 beverage and 1 snack machine

**Williamson County Jail**, 508 South Rock Street, Georgetown. Vending Type: 1 beverage and 1 snack machine

**Justice Center**, 405 MLK, Georgetown. Vending Type: 2 beverage and 1 snack machine; Micro Market: 1 beverage, 1 fresh, and 1 snack

**Road & Bridge**, 3151 SE Inner Loop, Georgetown. Vending Type: 1 beverage and 1 snack machine

**Inner Loop Annex**, 301 SE Inner Loop, Georgetown. Vending Type: 1 beverage and 1 snack machine

**Juvenile Justice Center**, 200 Wilco Way, Georgetown. Vending Type: 1 beverage and 1 snack machine

**Round Rock Jester**, 1801 E Old Settlers Road, Round Rock, Vending Type: 1 beverage and 1 snack machine

**Emergency Services Operations Center**, 911 Tracy Chambers Lane, Georgetown. Vending Type: 1 beverage and 1 snack machine

**Sheriff Office Training Center**, 8160 Chandler Road, Hutto. Vending Type: 1 beverage and 1 snack machine; Micro Market: 1 beverage, 1 fresh, and 1 snack

**EMS Training**, 3189 SE Inner Loop, Georgetown. Vending Type: 1 beverage and 1 snack machine

**Georgetown Annex**, 100 Wilco Way, Georgetown. Vending Type: 1 beverage and 1 snack machine

## ATTACHMENT 2 MASTER VENDING LIST

### VENDING PRODUCT LIST FOR WILLIAMSON COUNTY

#### SNACK PLANOGRAM PRICING OPTION #1

|           | 1   | 2   | 3  | 4  | 5   | Healthy  |
|-----------|---|---|--|--|---|--|
|           | <b>Cheetos Crunchy<br/>2oz SKU<br/>2636</b>           | <b>Doritos Nacho<br/>Cheese 1.75oz SKU<br/>2707</b> | <b>Ruffles CSC 1.5oz<br/>SKU 3073</b>                          | <b>Funyuns 1.25oz<br/>SKU 5430</b>             | <b>Smtfd Wht Chr<br/>Popcorn 1oz SKU<br/>3098</b>         | <b>Dot's<br/>74789</b>                             |
| Price     | \$1.35  | \$1.35  | \$1.35   | \$1.35   | \$1.35  | \$1.35   |
| Cap/Fill  | 9   | 9   | 9  | 9  | 9   | 9  |
| Column ID |   |   |  |  |   |  |
|           | <b>Cheetos Flamin' Hot<br/>SKU 7282</b>               | <b>Lay's Regular 1.5oz<br/>SKU 2881</b>             | <b>Fritos Chili Cheese<br/>2.0oz SKU<br/>2733</b>              | <b>Ruffles Queso<br/>SKU 134476</b>            | <b>Smtfd White<br/>Cheddar Popcorn<br/>1.0oz SKU 3098</b> | <b>Sunchip Garden<br/>Salsa 1.5oz<br/>SKU 3121</b> |
| Price     | \$1.35  | \$1.35  | \$1.35   | \$1.35   | \$1.35  | \$1.35   |
| Cap/Fill  | 9   | 9   | 9  | 9  | 9   | 9  |
| Column ID |   |   |  |  |   |  |
|           | <b>Sabritas Turbo's<br/>10090</b>                     | <b>Lay's Kettle Jalapeno<br/>1.375oz SKU 7292</b>   | <b>Chester's Flamin'<br/>Hot Fries 1.75oz<br/>SKU 10230</b>    | <b>Garden of Eatin'<br/>1.75oz SKU 2751</b>    | <b>Veggie Wheat<br/>Thins 1.75oz SKU<br/>2987</b>         | <b>Baked Cheetos FI<br/>Hot 1.5oz<br/>SKU 7614</b> |
| Price     | \$1.35  | \$1.35  | \$1.35   | \$1.50 #                                       | \$1.35  | \$1.35   |
| Cap/Fill  | 9   | 9   | 9  | 9  | 9   | 9  |
| Col ID    |   |   |  |  |   |  |
|           | <b>Grandmas Vanilla<br/>Crème 3.71oz SKU<br/>5528</b> | <b>Famous Amos ChocChip<br/>3.0oz SKU 2722</b>      | <b>Cheeze-Its 2oz<br/>SKU 2639</b>                             | <b>Oreo Mini Bites<br/>3.02oz SKU<br/>3018</b> | <b>Zoo Animal Crackers<br/>2.0oz SKU 5557</b>             | <b>Kellogg's Fruit<br/>Snacks SKU 509</b>          |
| Price     | \$1.50  | \$1.50  | \$1.50   | \$1.50   | \$1.50  | \$1.50   |
| Cap/Fill  | 9   | 9   | 9  | 9  | 9   | 15   |
| Col ID    |   |   |  |  |   |  |
|           | <b>Reese PB Cups</b>                                  | <b>Kit Kat Bar</b>                                  | <b>Crunch Bar 1.55oz<br/>SKU 1076</b>                          | <b>Snickers 1.86oz<br/>SKU 68310</b>           | <b>Twix 1.79oz SKU<br/>68311</b>                          | <b>M&amp;M Peanut 1.74oz<br/>SKU 68306</b>         |
| Price     | \$2.00 2  | \$2.00  | \$2.00   | \$2.00   | \$2.00  | \$2.00   |
| Cap/Fill  | 15  | 15  | 15   | 15   | 15  | 15   |
| Col ID    |   |   |  |  |   |  |
|           | <b>Sour Patch Kids 2.0oz<br/>SKU 5272</b>             | <b>3 Muskleeters 1.92oz<br/>SKU 19530</b>           | <b>Skittles Original<br/>2.17oz SKU 68323</b>                  | <b>Planter Peanuts<br/>2.0oz SKU 3038</b>      | <b>Munchies Chz Pnut But<br/>SKU 10363</b>                | <b>Tillamook Beef Stack<br/>SKU 87141</b>          |
| Price     | \$2.00  | \$2.00  | \$2.00   | \$1.00   | \$1.00  | \$2.00   |
| Cap/Fill  | 15  | 15  | 15   | 15   | 15  | 15   |
| Col ID    |   |   |  |  |   |  |
|           | <b>Little Debbie<br/>Oatmeal Pie<br/>SKU 16879</b>    | <b>Pringles SCO SKU<br/>20572</b>                   | <b>Cloverhill Big Tex<br/>Cinnamon Roll<br/>4.0oz SKU 2683</b> | <b>Fieldstone Bun<br/>4oz SKU 78035</b>        | <b>Rice Krispy Treats<br/>2.13oz SKU 10335</b>            | <b>JL Teriy Beef<br/>Nuggets 1 oz SKU<br/>9485</b> |
| Price     | \$1.50  | \$1.50  | \$1.50   | \$1.50   | \$1.50  | \$2.00   |
| Cap/Fill  | 12  | 6   | 12   | 12   | 12  | 15   |
| Col ID    |   |   |  |  |   |  |
|           | <i>Non Crane Mach</i>                                 |   |  |  |   |  |
|           | <b>Lifesavers<br/>PepOMint SKU<br/>6821</b>           | <b>Wrigley Juicy Fruit 6<br/>ct SKU 5551</b>        | <b>Wrigley<br/>Doublemint 6 ct<br/>SKU 3183</b>                | <b>Wrigley Big Red 6<br/>ct SKU 1126</b>       | <b>Extra Spearmint<br/>14ct SKU<br/>1086</b>              | <b>Extra Peppermint 14<br/>Ct SKU<br/>1083</b>     |
| Price     | \$1.25  | \$1.25  | \$1.25   | \$1.25   | \$1.25  | \$1.25   |
| Cap/Fill  |   |   |  |  |   |  |
| Col ID    |   |   |  |  |   |  |

# SAMPLE PLANOGRAMS

Beverages- Generic 9 wide

Account: Williamson County Option #1

|           | Machine ID        |                  | Sample           |                   |                       |                   |                         |                          |                          |   |   |   |   |   |   |   |   |   |   |   |
|-----------|-------------------|------------------|------------------|-------------------|-----------------------|-------------------|-------------------------|--------------------------|--------------------------|---|---|---|---|---|---|---|---|---|---|---|
|           | Monste r #340     | Monste r #340    | Red Bull #5504   | Red Bull #5504    | Bang Mango #66189     | Bang Mango #66189 | Tropicn                 | Tropica na Juice         | Pure Leaf Sweet #17827   |   |   |   |   |   |   |   |   |   |   |   |
| Price     | \$ 3.50           | \$ 3.50          | \$ 3.50          | \$ 3.50           | \$ 3.50               | \$ 3.50           | \$ 2.25                 | \$ 2.25                  | \$ 2.25                  |   |   |   |   |   |   |   |   |   |   |   |
| Capacity  | 8                 | 8                | 8                | 8                 | 8                     | 8                 | 8                       | 8                        | 8                        | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 |
| Column ID | 101               | 102              | 103              | 104               | 105                   | 106               | 107                     | 108                      | 109                      |   |   |   |   |   |   |   |   |   |   |   |
|           | Smartw ater #520  | owera de FP #920 | owera de FP #920 | ritos Apple #6600 | ritos Mandar in #6600 | Dbt Shot Van      | acks Dbt Shot Van #6600 | acks Dbt Shot Moch #6600 | acks Dbt Shot Moch #6600 |   |   |   |   |   |   |   |   |   |   |   |
| Min Price | \$ 2.25           | \$ 2.25          | \$ 2.25          | \$ 2.25           | \$ 2.25               | \$ 3.50           | \$ 3.50                 | \$ 3.50                  | \$ 3.50                  |   |   |   |   |   |   |   |   |   |   |   |
| Capacity  | 8                 | 8                | 8                | 8                 | 8                     | 8                 | 8                       | 8                        | 8                        | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 |
| Column ID | 201               | 202              | 203              | 204               | 205                   | 206               | 207                     | 208                      | 209                      |   |   |   |   |   |   |   |   |   |   |   |
|           | Coke #5193        | Coke #5193       | Coke #5193       | Coke #5193        | Coke #5193            | Diet Coke #5204   | Diet Coke #5204         | Coke Zero #5196          | Coke Zero #5196          |   |   |   |   |   |   |   |   |   |   |   |
| Min Price | \$ 2.25           | \$ 2.25          | \$ 2.25          | \$ 2.25           | \$ 2.25               | \$ 2.25           | \$ 2.25                 | \$ 2.25                  | \$ 2.25                  |   |   |   |   |   |   |   |   |   |   |   |
| Capacity  | 8                 | 8                | 8                | 8                 | 8                     | 8                 | 8                       | 8                        | 8                        | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 |
| Column ID | 301               | 302              | 303              | 304               | 305                   | 306               | 307                     | 308                      | 309                      |   |   |   |   |   |   |   |   |   |   |   |
|           | Di. Pepperr #520  | Di. Pepperr #520 | Di. Pepperr #520 | Sprite #5246      | Sprite #5246          | Dasani #4970      | Aquafin a #4930         | Right Water #73201       | Big Red #8175            |   |   |   |   |   |   |   |   |   |   |   |
| Min Price | \$ 2.25           | \$ 2.25          | \$ 2.25          | \$ 2.25           | \$ 2.25               | \$ 2.00           | \$ 2.00                 | \$ 2.00                  | \$ 2.25                  |   |   |   |   |   |   |   |   |   |   |   |
| Capacity  | 8                 | 8                | 8                | 8                 | 8                     | 8                 | 8                       | 8                        | 8                        | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 |
| Column ID | 401               | 402              | 403              | 404               | 405                   | 406               | 407                     | 408                      | 409                      |   |   |   |   |   |   |   |   |   |   |   |
|           | ubby Sherry #8160 | Pepsi #5239      | Di. Pepsi #5200  | Mtn Dew #5234     | Mtn Dew #5234         | Di Mtn Dew #5207  | Gtrnde Cool Blue #4990  | Gtrnde Zero #73811       | Big Red #8175            |   |   |   |   |   |   |   |   |   |   |   |
| Min Price | \$ 2.25           | \$ 2.25          | \$ 2.25          | \$ 2.25           | \$ 2.25               | \$ 2.25           | \$ 2.25                 | \$ 2.25                  | \$ 2.25                  |   |   |   |   |   |   |   |   |   |   |   |
| Capacity  | 8                 | 8                | 8                | 8                 | 8                     | 8                 | 8                       | 8                        | 8                        | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 |
| Column ID | 501               | 502              | 503              | 504               | 505                   | 506               | 507                     | 508                      | 509                      |   |   |   |   |   |   |   |   |   |   |   |