

## **Staff Report**

**Subject:** Approval of Service and Client Agreements with Nayax to allow for credit card transactions for the vending machine in the Admin Building

**Author:** Alison Bruton, Purchasing Agent

**Department:** County Manager

**Meeting Date:** April 19, 2022

**Item Description:** Approval of Service and Client Agreements with Nayax to allow for credit card transactions for the vending machine in the Admin Building

**Summary Recommendation:** Staff is requesting Approval of Service and Client Agreements with Nayax to allow for credit card transactions for the vending machine in the Admin Building and authorizing the County Manager to electronically sign the agreements.

### **Executive Summary/Background:**

- Currently the vending machine located in the Admin building is a cash-only service. Many employees have indicated that having credit card service would allow them purchase from the machine more frequently.
- Nayax was recommended by the Vending Machine company.
- The processing fee for the machine will be 5.95% per item, and most items in the machine are \$1.00 or \$0.50. We would utilize a 2-tier payment option would charge the consumer an additional \$0.10 for any credit transaction, which will cover the cost of the processing fees. This isn't included in the contract but is a service that can be added.
- Consumers do have an option to pay through a Monyx (5% processing fee) or Alipay (5.95% processing fee) app as well, and there is a \$9.95 monthly fee for use of the machine.

### **Alternatives for Commission to Consider**

1. Approval of Service and Client Agreements with Nayax to allow for credit card transactions for the vending machine in the Admin Building
2. Take no action

**Recommended Alternative:** 1

**Other Alternatives:** 2

**Department Review:** Purchasing, County Manager, Finance

**Funding Source:**

**Attachments:** Service and Client Agreements