



City of Tualatin

**CITY OF TUALATIN
Staff Report**

TO: Honorable Mayor and Members of the City Council
THROUGH: Sherilyn Lombos, City Manager
FROM: Rachel Sykes, Public Works Director
DATE: November 27, 2023

SUBJECT:

Approval to execute an Intergovernmental Agreement with the State of Oregon Commission for the Blind Business Enterprise Program, to provide vending machine services at City of Tualatin facilities.

EXECUTIVE SUMMARY:

The Tualatin City Services building, which houses a number of full time staff members, does not have food services (restaurants, markets, etc.) in close proximity for staff and visitors to conveniently access during the work day. Staff have expressed a desire for vending machine services that provide traditional snacks and fresh offerings that can be purchased during breaks and lunches.

The Oregon Commission for the Blind (OCB) operates a Business Enterprise Program (BEP), with the goal of “promoting independence by providing business opportunities in food concessions to Oregonians who are legally blind”¹. OCB has the right of first refusal for vending services at many public facilities, including the City of Tualatin. OCB’s Business Enterprise Program offers vending services for government entities across the state, provided by a combination of subcontracted vendors and legally blind individuals. The BEP provides the vending machines and all related services, including restocking and any needed maintenance of equipment.

If services are successful and it is desired, vending machines can be added to additional City facilities as part of this IGA. To the contrary, if vending services are unsuccessful, the City can end the agreement at any time with no penalty.

OUTCOMES OF DECISION:

The proposed IGA will authorize the City to enter into an agreement for vending machine services at the Tualatin City Services facility.

¹ <https://www.oregon.gov/blind/BEP/Pages/businessenterprise.aspx>

FINANCIAL IMPLICATIONS:

There is no cost to the City to execute an IGA with Oregon Commission for the Blind and provision of vending services will be free. The City will be expected to provide electricity needed to operate the machines, which is a nominal cost.

ATTACHMENTS:

- Draft IGA Document