

**Sec. 10-303-18. Permit to establish vending facilities on state property**

This section of the regulations establishes the standards and procedures to be followed in developing and maintaining food service and vending facilities on state property:

**(a) Permit**

(1) At the request of the executive director or his designee, the authority in charge of any state property shall issue a permit to the board authorizing the board to establish and maintain a vending facility or vending machines on such property pursuant to Section 10-303 of CGS.

(2) Any such authority desiring to establish a vending facility or install a vending machine on state property shall give written notice to the executive director of such desire.

(A) Within thirty (30) calendar days of the receipt of such notice, the executive director or his designee, will check the location of the proposed vending facility for its potential value as a vending facility to be operated by a blind vendor and either:

(i) request such authority to issue a permit; or

(ii) send written notice to such authority of the decision not to request the issuance of a permit.

(B) In the event that the executive director or his designee fails to respond within thirty (30) calendar days or responds by notice to such authority of his decision not to request a permit, such authority may contract for other vending facility services provided that:

(i) upon termination of any such contract, no extension thereof nor new contract will be negotiated by such authority prior to its again complying with subsection 2 of this section of the regulations.

**(b) Agreement**

Upon issuance of such permit, a written agreement between the board and such authority will be prepared setting forth the terms and conditions governing the relationship between the parties including:

(1) the identification of the parties as the board and the authority in charge of such state property;

(2) a determination that the area is a satisfactory site as defined in these regulations and identifying the exact location of the vending facility, including:

(A) the agreed upon total square footage of the facility; and

(B) a working drawing of the floor plan.

(3) the type of facility to be operated;

(4) the type of articles to be sold and services to be provided by the vending facility;

(5) a listing of the fixtures and equipment for the facility, responsibility for the provision thereof and ownership;

(6) the location, type and number of vending machines which constitute all or part of the facility;

(7) issuance of the permit for an indefinite period of time subject to:

(A) suspension or termination of the permit on the basis of noncompliance with the agreed upon terms; or

(B) in the case of property leased by the state, by expiration or termination of the term of the lease or any extension thereof.

(8) a provision in the permit which specifies that:

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(A) no charge will be made to the board for normal cleaning, maintenance, and repair of the building structure in and adjacent to the vending facility area;

(B) any cleaning that is necessary for the sanitation, and the maintenance of vending facilities and vending machines in an orderly condition at all times and the installation, maintenance, repair, replacement, servicing, and removal of any vending facility equipment are to be without cost to the department or agency responsible for the maintenance of the state property; and

(C) the party responsible for preparation and readiness of the site to accept installation of the vending facility.

(9) provision that articles sold at vending facilities in addition to those articles authorized by Section 10-303 of CGS, may include such articles or services as are determined by the division of industries, the vendor and authority in charge of the property, to be suitable for the particular location. Such articles or services may be:

(A) dispensed automatically or manually; and

(B) prepared on or off the premises in accordance with health, sanitation and building codes and ordinances.

(10) the installation, modification, relocation, removal and renovation of the vending facility will be subject to:

(A) the prior approval and supervision of the on-site official responsible for the state property;

(B) the prior approval of the division of industries; and

(C) payment of costs of relocation of the vending facility to be made by the initiator of the request.

(Effective July 23, 1987)