

COASTAL ALABAMA COMMUNITY COLLEGE			
Policies and Procedures Manual			
Title:	Auxiliary Services		Approved by:
Insert:	06.04	Date:	04/01/2022
Replace:		Date:	06/01/2023
Reviewed:		Date:	06/01/2023
Remove:		Date:	



POLICY / PURPOSE:

It is the policy of Coastal Alabama Community College to ensure compliance with Alabama Community College System (ACCS) [Board Policy 320.01](#) and [Chancellor's Procedures 320.01](#), Auxiliary Services.

SCOPE:

This policy applies to all Coastal Alabama Community College students and employees during any activity involving the College, including the workday. In addition, visitors, vendors, contractors, and all other non-employees may be expected to recognize and comply with College policies.

DEFINITIONS:

Blind Person: A natural person who has no vision or whose vision with corrective glasses is so defective as to prevent the performance of ordinary activities for which eyesight is essential, or who has central visual acuity of 20/200 or less in the better eye with corrective glasses, or whose central visual acuity is more than 20/200 in the better eye with corrective glasses but whose peripheral field has contracted to such an angular distance no greater than 20 degrees.

Licensed Blind Vendor: A blind person licensed by Rehabilitation Services to operate a vending stand.

Vending Stand: Such shelters, counters, shelves, display and wall cases, refrigerator apparatus, and other auxiliary equipment that may be needed in vending such articles as may be approved by Rehabilitation Services, as well as manual or coin operated vending machines or similar devices.

DETAILS:

1. The institution is authorized to operate or to contract for food services, vending services, bookstores, student housing and other self-supporting activities as a service to, and incidental to, the instructional program of the institution. These activities will be operated on a self-sustaining basis.
2. Pursuant to the requirement of [Section 21-1-41\(g\) of the Code of Alabama \(1975\)](#), as amended, each President shall cooperate fully with the Business Enterprise Program for the Blind to provide such information and documentation as may be needed by the Business Enterprise Program in the performance of surveys, evaluations, and establishment of concession opportunities for blind vendors preparatory to submitting such a bid.
3. **General Requirements:**
 - a. The institutions must assure the preferential status of licensed blind vendors.

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- b. No institution may have upon its main campus or any branch campus any vending stand owned or operated by any party other than the institution unless the presence of each such vending stand is pursuant to a competitively bid contract between the respective institution and the respective owner and/or operator of the vending stand.

PROCEDURE(S):

- 1. Institutions must bid for and award contracts by following the current [Code of Alabama bid procedures](#).

ADDITIONAL PROVISIONS/INFORMATION:

[Code of Alabama \(1975\) Section 21-1-41\(g\)](#).