



**Meeting Date:** January 25, 2024      **Agenda Type:** Consent Items for Action

**From:** Justin Green  
Electric Operations Manager      **Reviewed by:** Gretchen Reuwer  
Director of Electric Services and Compliance

**Submitted by:** Gretchen Reuwer  
Director of Electric Services and Compliance      **Approved by:** Ryan Kelso  
Interim Chief Executive Officer

**RECOMMENDED ACTION:** Authorize Interim CEO or His Designee to Negotiate and Execute a First Amendment to the Vendor Services Agreement with Opin, LLC dba American FR for a Web-Based Uniform Purchase Program

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## **BACKGROUND**

On June 25, 2020, the New Braunfels Utilities (“NBU”) Board of Trustees approved a Vendor Services Agreement (the “Original Agreement”) with Opin, LLC, dba American FR (“American FR”) for a web-based uniform purchase program (the “Agreement”). The Agreement specifies the web-based uniform purchasing program will include an available stock of NBU specified items, delivery of items, item return/replace/repair services, alteration services, and sales and customer support services (the “Services”).

Due to an increase in market cost, NBU staff requests that the Board approve the First Amendment to the Original Agreement (the “First Amendment”), increasing the compensation for the additional costs not to exceed \$19,200.00 annually and \$38,500.00 for the duration of the Agreement.

This item is being presented to the Board because it modifies the Agreement beyond the parameters the Board previously approved.

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## **FINANCIAL IMPACT**

The total financial impact for the First Amendment is \$38,500.00. The total contract amount for the Agreement and the First Amendment with American FR for the Services is not to exceed \$481,250.00.

## **LINK TO STRATEGIC PLAN**

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**People and Culture**

**Safety and Security**

## **EXHIBITS**

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1. First Amendment to the Vendor Services Agreement with American FR