



**Meeting Date:** September 26, 2024      **Agenda Type:** Consent Items for Action

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

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

**RECOMMENDED ACTION:** Authorize the CEO or His Designee to Negotiate and Execute a Services and Goods Agreement with OPIN, LLC dba American FR and Safety, for a Web-Based Uniform Purchase Program

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## **BACKGROUND**

This Services and Goods Agreement (the “Agreement”) with OPIN, LLC dba American FR and Safety, provides for a web-based uniform purchase program to 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”) for New Braunfels Utilities (“NBU”). The Services will include (i) a secure online ordering portal that is mobile friendly for NBU and NBU employees; (ii) online catalogs of items approved by NBU; (iii) secure maintenance of all transaction details; (iv) a detailed website with a customizable dashboard that can be filtered and searched by individual employees or departments of NBU; (v) the ability for NBU to provide designated users “administrative” access to view/manage this dashboard; (vi) an option for the Vendor to set employee balances or provide a credit to allow employees to shop for themselves, monitor expenditures, and maintain their budget on selected predefined NBU items; (vii) all items requiring flame resistant (“FR”) ratings meeting the requirements of the Occupational Safety and Health Administration’s Standard number: 1910.269 App E for arc-rated clothing and conforming to Hazard Risk Category 2 Flame Resistant Clothing standard; (viii) oversize options for shirts, sweatshirts, and jackets in sizes 3XL to 4XL, and pants with waist size 52” and above; (ix) an option for orders to be placed via telephone and/or electronic mail; (x) a customer service component available during NBU’s business hours for questions, comments, concerns or for sizing assistance; (xi) training for NBU personnel on how to use the Vendor’s secure web portal; (xii) alteration and customization services; (xiv) unconditional warranties against failures of defects whether such failures or defects are caused by the Vendor, the garment manufacturer, or any third party.

NBU staff requests that the Board of Trustees approve the Agreement with OPIN, LLC. for the Services.

This item is being presented to the Board because the total amount of the Agreement exceeds \$500,000.

## **FINANCIAL IMPACT**

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This is a one-year contract with up to four one-year renewals. Each year has a total not-to-exceed of \$750,000.00 with the entire contract not-to-exceed of \$3,750,000.00.

## **LINK TO STRATEGIC PLAN**

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**People and Culture**

**Safety and Security**

## **EXHIBITS**

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1. Services and Goods Agreement with OPIN, LLC dba American FR and Safety