



Stantec Consulting Services Inc.
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February 1, 2024

DRAFT

Mr. Joel Metzger
General Manager
Utica Water and Power Authority
Via email at: joelm@uticawater.com

Dear Mr. Joel Metzger,

Reference: Task Order 2 - Ongoing Regulatory Support to Utica Water and Power Authority's (UWPA) for FERC Conduit Exemption (P-2699 and P-2019)

Stantec Consulting Services, Inc. (Stantec) is pleased to provide this proposal to the Utica Water and Power Authority (UWPA) for continued regulatory consulting services for your Angels Hydroelectric Project (P-2699) and Utica Hydroelectric Project (P-2019). The scope of services described below includes technical assistance to UWPA as you continue to pursue converting your two existing Federal Energy Regulatory Commission (FERC) licenses to conduit exemptions.

1 Task Order 2 - Proposed Scope of Services

Stantec began supporting UWPA in September of 2022 under Task Order 1, and in December 2023 UWPA distributed to stakeholders and submitted to FERC the draft Conduit Exemption applications. UWPA desires to reduce the project features within the FERC project boundary and Federal authority for both hydroelectric projects. UWPA is proposing to convert the existing Angels Hydroelectric Project to the Angels Powerhouse Project and the Utica Hydroelectric Project to the Murphys Powerhouse Project.

The Task Order 2 scope of work outlined below represents Stantec's proposed activities from January 2024 through June 2024, including the following consulting services:

- Subtask 2A - Meeting Support and Project Management
- Subtask 2B - Develop CE Stakeholder Technical Memo and Regulatory Assistance
- Subtask 3 - Ongoing Regulatory Support

Subtask 2A – Meeting Support and Project Management

UWPA is required to hold a public meeting within 30 days of submitting the draft Conduit Exemption Applications, and this meeting is scheduled for January 25, 2024. In addition, agency and stakeholder comments are due on the applications 60 days after the public meeting. UWPA has requested Stantec provide the following scope of work in association with these activities:

- Attend (virtually) UWPA's March 26, 2024 Board of Directors meeting to assist with an update on the state of the Conduit Exemption process and results of the January 25, 2024 meetings. This presentation is assumed to be virtual, with two Stantec people participating in the Board Meeting, estimated to be 1 hour in length. (Assumes 2 total hours)

Reference: Proposal Support to UWPA for Ongoing Regulatory Support

- Participate in UWPA's April 23, 2024 Board of Directors meeting to present on the stakeholder comments on the draft Conduit Exemption applications and recommended next steps in the process, including potential study recommendations. Stantec has budgeted one person to attend the Board meeting and one person attend virtually. In addition, Stantec will provide up to 8 hours of strategy and preparation support in advance of April 23, 2024 Board meeting. (Assumes 28 total hours)
- Provide Project Management (project administration, project controls, invoicing) support to UWPA from execution of this proposal through April 30, 2024, which is estimated at approximately two to three hours per week (Assumes 26 total hours through April 30, 2024).

Subtask 2B - Develop CE Stakeholder Technical Memo and Regulatory Assistance

Agency and stakeholder comments on the draft Conduit Exemption applications are due on or before March 20, 2024. UWPA has requested Stantec provide the following scope of work in association with the application comments:

- Analyze agency and stakeholder comments on the draft Conduit Exemption applications for the Angels Powerhouse Project and Murphys Powerhouse Project and develop a comment/response table. It is estimated that comments will be received and reviewed by up to 8 agencies/stakeholders, with approximately 60 total comments requiring responses. For budgeting purposes for this scope item, Stantec has assumed it will be responsible for developing draft responses for approximately 40 comments, and UWPA will be responsible for developing draft responses for approximately 20 comments. (Assumes 36 hours each project, 72 total hours)
- Prepare a Draft and Final Technical Memo summarizing agency and stakeholder comments using the comment/response table on the two draft Conduit Exemption applications. It is assumed that one combined Technical Memo will be developed for the Angels Powerhouse Project and Murphys Powerhouse Project. It is also assumed that UWPA will provide a single set of consolidated comments on the Draft Technical Memo within 10 business days of the submitted draft for Stantec to integrate into the Final Technical Memo. (Assumes 60 total hours)
- Provide strategic review of the draft U.S. Forest Service Special Permit Form SF299 being developed by UWPA. (Assumes 8 total hours)

Subtask 3 - Ongoing Regulatory Support

UWPA has requested Stantec provide key strategic and regulatory support services through the end of June 2024, including the following scopes of work:

- Prepare anticipated 2025 Fiscal Year spend for ongoing regulatory support needs for UWPA Board approval by May 10, 2024. This includes a discussion of the services associated with the estimated 2025 FY spend for pursuing the Conduit Exemptions for both the Angels Powerhouse Project and Murphys Powerhouse Project – including the anticipated costs for finalizing the Conduit Exemption application, summary of anticipated studies, and additional stakeholder consultation. (Assumes 80 total hours)
- Develop a framework of what might be part of Conduit Exemption environmental protection agreements, where they become necessary, or are asked for by agencies for both the Angels Powerhouse Project and Murphys Powerhouse Project. It is assumed that the

Reference: Proposal Support to UWPA for Ongoing Regulatory Support

agreements will ultimately, if pursued, be analogous to “memorandums of understanding” between UWPA and the agencies and will be based on the existing operating plans and current FERC required measures that UWPA implements under their current FERC licenses. The initial frameworks that Stantec will draft will be up to two pages for each agreement, and up to four agreements will be drafted for each of the two projects, resulting in up to eight total draft framework agreements. (Assumes 60 total hours)

- Provide ongoing strategic and regulatory support services through June 20, 2024, as the Conduit Exemption process continues. It is estimated requested support will range from 4 to 8 hours per week, for an estimated 22 weeks (Assumes January 29, 2024 to June 30, 2024; 116 total hours)
- Additional Project Management (project administration, project controls, invoicing) support to UWPA from April 30, 2024 to June 30, 2024, which is estimated at approximately two to three hours per week (Assumes 14 total hours through June 30, 2024).

2 Task Order 2 - Proposal Budgetary Estimate

Stantec proposes to execute this work under the existing Master Services Agreement between Stantec and UWPA. Task Order 2 (Subtask 2 and Subtask 3) will be performed on a time and materials basis, with a not-to-exceed budget of **US \$108,891** based on Table 1 below. It is understood there are cost uncertainties with the number and complexity of comments anticipated on the Draft Conduit Exemption Applications and the number of studies UWPA will be asked to implement. Stantec is requesting UWPA establish a contingency budget that can be added to Stantec’s authorized budget should additional effort be required to complete the scope of work described above. The budget requested above should be considered a reasonable estimate based on the assumption listed in the proposal and the anticipated level of engagement by agencies and stakeholders.

Should you require any additional information, or if you have questions on any specific component of Stantec’s proposal, please do not hesitate to contact me at the information below.

Sincerely,

STANTEC CONSULTING SERVICES INC.



Michael Manwaring, PG

Regional Sector Leader

Phone: 425-750-7989

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Attachment: Task Order 2 - Subtask 2 and Subtask 3 Proposal Costs Estimate

Reference: Proposal Support to UWPA for Ongoing Regulatory Support

Table 1. Proposal Cost Estimate

Stantec Task Order 2 - Subtask 2 FERC Conduit Exemption Support				
Staff	Role	2024 Hourly Rate	Hours	Costs
Michael Manwaring	Senior QA/QC/Strategic Advisor	\$ 284	26	\$ 7,384
Kirby Gilbert	Senior FERC Regulatory Specialist	\$ 274	22	\$ 6,028
Heidi Wahto	Senior FERC Regulatory Specialist	\$ 257	45	\$ 11,565
Bernadette Bezy	Sn. Environmental Specialist	\$ 257	11	\$ 2,827
Alisa Reynolds	Sn. Cultural Resource Specialist	\$ 257	12	\$ 3,084
TBD	Regulatory Specialist/Env Scientist	\$ 180	52	\$ 9,360
TBD	GIS / CADD Support	\$ 185	0	\$ -
Preston Rich	Project/Contract Management	\$ 164	22	\$ 3,608
James Tosch	Administrative/Accounting Support	\$ 130	4	\$ 520
			194	\$ 44,376
		RFD	6.25%	\$ 2,774
			Expenses	\$ 1,000
			Total Proposed Costs	\$ 48,150

Flat Rate Disbursement (FRD) is billed in accordance with the MSA contract with UWPA.

Without Stantec Attendance in April Board Meeting, Cost Estimate is \$44,936.

Stantec Task Order2 - Subtask 3 FERC Conduit Exemption Support				
Staff	Role	2024 Hourly Rate	Hours	Costs
Michael Manwaring	Senior QA/QC/Strategic Advisor	\$ 284	48	\$ 13,632
Kirby Gilbert	Senior FERC Regulatory Specialist	\$ 274	40	\$ 10,960
Heidi Wahto	Senior FERC Regulatory Specialist	\$ 257	56	\$ 14,392
Bernadette Bezy	Sn. Environmental Specialist	\$ 257	16	\$ 4,112
Alisa Reynolds	Sn. Cultural Resource Specialist	\$ 257	12	\$ 3,084
TBD	Regulatory Specialist/Env Scientist	\$ 180	48	\$ 8,640
TBD	GIS / CADD Support	\$ 185	0	\$ -
Preston Rich	Project/Contract Management	\$ 164	10	\$ 1,640
James Tosch	Administrative/Accounting Support	\$ 130	4	\$ 520
			234	\$ 56,980
		RFD	6.25%	\$ 3,561
			Expenses	\$ 200
			Total Proposed Costs	\$ 60,741

Flat Rate Disbursement (FRD) is billed in accordance with the MSA contract with UWPA.