



**Stantec Consulting Services Inc.**  
1687 114th Avenue SE, Suite 100  
Bellevue WA 98004-6965

January 16, 2024

**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 total scope of work outlined below represents Stantec's proposed activities from January 2024 through June 2024, including the following consulting services:

- January 25, 2024 FERC Meeting Support
- Develop Conduit Exemption Stakeholder Technical Memo and USFS Permit Development
- Ongoing Regulatory Support and Project Management

### **Task Order 2 Subtask 1 – January 25, 2024 FERC Meeting Support (\$19,965)**

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:

- Participate in the January 25, 2024 Joint Meeting and Site Tour. UWPA will hold 2 two-hour meetings on January 25<sup>th</sup>, and a three-hour tour of the existing hydropower facilities. Stantec will have three people attend and assist UWPA with strategy, facilitation, and notetaking at the meetings. Stantec has budgeted travel for its staff to participate, including two people traveling from out of state. In addition, Stantec will provide up to 14 hours of strategy and preparation support in advance of January 25, 2024 meeting. (Assumes 55 total hours)

Reference: Proposal Support to UWPA for Ongoing Regulatory Support

- Participate in UWPA's February 13, 2024 FERC Board of Directors meeting to present a revised cost estimate for continued regulatory consultation efforts thru June 30, 2024. Two people will virtually attend the February 13, 2024 Board meeting. (Assumes 2 total hours)
- Provide ongoing regulatory support and project management (project administration, project controls, invoicing) services to UWPA through February 13, 2024. (Up to 9 total hours)

**Task Order 2 Subtask 2 - Develop CE Stakeholder Technical Memo and USFS Permit Development (\$38,277)**

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 50 total comments requiring responses. For budgeting purposes for this scope item, Stantec has assumed it will be responsible for developing draft responses for approximately 30 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 that presents a high level summary of agency and stakeholder comments using the comment/response table on the two draft Conduit Exemption applications. One combined Technical Memo will be developed for the Angels Powerhouse Project and Murphys Powerhouse Project. It is 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)
- Assist UWPA with the preparation of a draft U.S. Forest Service Special Permit Form SF299 for UWPA to finalize and submit. (Up to 20 total hours)

**Task Order 2 Subtask 3 - Ongoing Regulatory Support and Project Management (\$79,729)**

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

- Participate in UWPA's March 26, 2024 Board of Directors meeting to present 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 two hours in length. (Up to 8 total hours)
- 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 22 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

Reference: Proposal Support to UWPA for Ongoing Regulatory Support

Angels Powerhouse Project and Murphys Powerhouse Project. It is assumed that the 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. (Up to 60 total hours)

- 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. (Up to 80 total hours)
- Provide ongoing strategic and regulatory support services from February 13, 2024 through June 20, 2024, as the Conduit Exemption process continues. It is estimated the requested support will average 5 hours per week, for an estimated 20 weeks (Up to 100 total hours)
- Provide Project Management (project administration, project controls, invoicing) support to UWPA from February 13, 2024 through June 20, 2024, which is estimated at approximately two hours per week. (Assumes 40 total)

## 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 will be performed on a time and materials basis, with a not-to-exceed budget of **US \$137,971** 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

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Attachment: Task Order 2 Costs Estimate By Subtask

Reference: Proposal Support to UWPA for Ongoing Regulatory Support

**Table 1A. Task Order 2, Subtask 1 Cost Estimate**

Stantec Subtask 1 FERC Conduit Exemption Meeting Support				
Staff	Role	2024 Hourly Rate	Hours	Costs
Michael Manwaring	Senior QA/QC/Strategic Advisor	\$ 284	23	\$ 6,532
Kirby Gilbert	Senior FERC Regulatory Specialist	\$ 274	23	\$ 6,302
Heidi Wahto	Senior FERC Regulatory Specialist	\$ 257	7	\$ 1,799
Bernadette Bezy	Sn. Environmental Specialist	\$ 257	10	\$ 2,570
Alisa Reynolds	Sn. Cultural Resource Specialist	\$ 257	0	\$ -
TBD	Regulatory Specialist/Env Scientist	\$ 180	0	\$ -
TBD	GIS / CADD Support	\$ 185	0	\$ -
Preston Rich	Project/Contract Management	\$ 164	2	\$ 328
James Tosch	Administrative/Accounting Support	\$ 130	1	\$ 130
			66	\$ 17,661
		RFD	6.25%	\$ 1,104
			Expenses	\$ 1,200
			<b>Total Proposed Costs</b>	<b>\$ 19,965</b>

**Table 1B. Task Order 2, Subtask 2 Cost Estimate**

Stantec Subtask 2 FERC Conduit Exemption Meeting Support				
Staff	Role	2024 Hourly Rate	Hours	Costs
Michael Manwaring	Senior QA/QC/Strategic Advisor	\$ 284	13	\$ 3,692
Kirby Gilbert	Senior FERC Regulatory Specialist	\$ 274	17	\$ 4,658
Heidi Wahto	Senior FERC Regulatory Specialist	\$ 257	41	\$ 10,537
Bernadette Bezy	Sn. Environmental Specialist	\$ 257	9	\$ 2,313
Alisa Reynolds	Sn. Cultural Resource Specialist	\$ 257	12	\$ 3,084
TBD	Regulatory Specialist/Env Scientist	\$ 180	60	\$ 10,800
TBD	GIS / CADD Support	\$ 185	0	\$ -
Preston Rich	Project/Contract Management	\$ 164	0	\$ -
James Tosch	Administrative/Accounting Support	\$ 130	0	\$ -
			152	\$ 35,084
		RFD	6.25%	\$ 2,193
			Expenses	\$ 1,000
			<b>Total Proposed Costs</b>	<b>\$ 38,277</b>