

SCHNEIDER ENGINEERING, LLC



PROPOSAL
AGENCY TRACKING AND COMPLIANCE SUPPORT SERVICE

PREPARED FOR
CITY OF SAN MARCOS / SMTX UTILITIES

NOVEMBER 17, 2022

CLIENT: City of San Marcos / SMTX Utilities (COSM/SMTX Utilities)

PROPOSAL: Agency Tracking and Compliance Service – CY2023-CY2025

SCOPE OF WORK: Schneider Engineering, LLC (SE) will provide ongoing Regulatory Tracking and Compliance Support services to COSM/SMTX Utilities designed to support and maintain regulatory compliance related to electric utility operations and planning-based reliability standards, issues, and tasks.

Services and deliverables include the following:

- **Agency Tracking** for PUC, ERCOT, NERC, TRE, FERC, EPA, and other relevant regulatory agencies. Tracking tasks and activities include:
 - Monitor agency websites and other information sources to track current standards and requirements along with any emerging / developing regulations;
 - Attend relevant meetings, workshops, training sessions and provide meeting summaries and issue papers/written briefs as needed;
 - Review emerging issues with COSM/SMTX Utilities staff. Jointly determine whether individual issues require further monitoring, or immediate action including filing comments as needed.
- **Prepare and submit all applicable reports** to PUC, ERCOT, NERC, TRE and other agencies as needed. Standard reporting includes:
 - ERCOT Distributed Generation Quarterly reports;
 - PUC HB150 annual reports;
 - PUC Emergency Operations Plan annual reports and documentation;
 - NERC Alert responses and other RFIs from NERC;
 - ERCOT Winter and Summer Weatherization Preparedness annual reports;
 - Support reporting and submittals to LCRA TSC;
 - Assist / coordinate the non-standard Requests for Information (RFI).
- **Develop and maintain NERC Compliance Program (NCP) for DP-UFLS registration**
 - Maintain and update COSM/SMTX Utilities NCP and related Protection Maintenance and Testing Program (PSMP).
 - The annual NCP reviews all mandatory NERC Distribution Provider (DP-UFLS) standards and requirements and establishes compliance positions and evidence and provides the overall reliability compliance policies and procedures along with roles and responsibilities for reliability compliance at COSM/SMTX Utilities.
 - PSMP documents the inventory of Bulk Electric System (BES) transmission protections system elements and tracks the testing dates and reports associated with the protection system components owned by COSM/SMTX Utilities.
- **Conduct compliance review meeting and/or a one-day training session.** SE will provide an annual list of available training modules related to compliance training for operations personnel.

ASSUMPTIONS / CLARIFICATIONS

1. SE offers a variety of training related to compliance with ERCOT; PUCT and other regulatory agencies. Additional training modules can be provided on a “time and materials” basis (in addition to the one-day training included in the annual ATCS service).

TERM AND COST PROPOSAL:

Schneider Engineering, LLC will perform services under this agreement related to the above referenced Scope of Work for a fixed fee of \$1,500 per month (\$18,000 per year) for the period CY2023 – CY2025. The total cost for the service for the 3-year period is \$54,000.

Approval: _____ **Date:** _____