



**PROPOSAL**  
AGENCY TRACKING AND COMPLIANCE SUPPORT SERVICE  
CY2026-CY2030

PREPARED FOR  
CITY OF SAN MARCOS / SAN MARCOS TEXAS UTILITIES

JUNE 9, 2025

**CLIENT:** City of San Marcos / San Marcos Texas Utilities (COSM / SMTXU)

**PROPOSAL:** Agency Tracking and Compliance Service – CY2026 – CY2030

**SCOPE OF WORK:** SENERGY (SE) proposes ongoing regulatory tracking and compliance support services designed to assist COSM / SMTXU with a range of regulatory compliance issues and tasks in a proactive and timely manner.

**Services and deliverables include the following:**

- **Agency Tracking** for NERC, FERC, TRE, ERCOT, PUCT, EPA and other relevant electric utility regulatory agencies. Tracking tasks and activities include:
  - Attend relevant meetings (in-person and/or virtually), workshops, training sessions and provide meeting summaries and issue papers/written briefs as needed;
  - Monitor agency websites and other public information sources to track current standards and requirements along with any emerging / developing regulations;
  - Review emerging issues with COSM / SMTXU staff. Jointly determine whether individual issues require further monitoring, or immediate action including filing comments as needed.
- **Support the development of key compliance documents** including standards-based policy and procedures and other compliance plans and documentation.
  - Provide input and review of COSM / SMTXU's NERC Compliance Program and associated planning documents. The NCP provides COSM / SMTXU with an overall reliability compliance roadmap and include Reliability Compliance policies and procedures along with roles and responsibilities for reliability compliance at COSM / SMTXU.
  - Review all mandatory NERC DP-UFLS standards and requirements and ensure compliance with applicable standards.
  - Prepare and provide input for ERCOT compliance for TDSP requirements, including Summer and Winter Preparedness documentation, training, and submittals, along with other required ERCOT compliance documentation as needed.
  - Prepare and provide input for PUC compliance for MOU requirements, including annual EOP documentation and submittals; annual periodic notice (EEA and Critical Load information); along with other PUC compliance documentation as needed.
- **Prepare and submit applicable reports** to TRE, NERC, ERCOT, and other agencies as needed. Assist with preparation and submittal of monthly, quarterly, and annual reporting and submittals to TRE, NERC, ERCOT and PUC. SE will provide an annual reporting matrix that identifies the list of reports, provides insights into the required information to complete the respective report, and other relevant information regarding the submittals. SE will coordinate with COSM / SMTXU SMEs to develop plans for each reporting requirement.
- **Conduct compliance review meetings and provide feedback to COSM / SMTXU compliance team** as needed. Compliance review meetings (in-person or virtual) will focus on relevant

compliance issues and activities. SE recommends establishing a schedule for these meetings to ensure emerging issues are reviewed and covered in a timely manner.

#### **ASSUMPTIONS / CLARIFICATIONS**

1. The standard ATCS service strives to position Clients for ongoing compliance with applicable NERC (and ERCOT) reliability standards and other regulatory requirements. However, a Self-Certification and/or Audit by TRE; NERC and FERC (or combination of these entities) requires additional review, preparation, and project management. Should a Self-Certification or Audit be scheduled during the term of this agreement, SE may request a new project be established or a change order / supplemental budget be established for that scope of work.
2. SE offers a variety of training directly and / or indirectly related to compliance with NERC; ERCOT; PUCT and other regulatory agencies. An annual on-site training session is included in the standard ATCS service. Additional training modules can be provided on a “time and materials” basis and are not included in the standard ATCS service.

#### **TERM AND COST PROPOSAL:**

SENERGY will perform services under this agreement related to the above referenced Scope of Work based on the following annual fee schedule:

<b>Fiscal Year</b>	<b>Monthly Fee<sup>1</sup></b>	<b>Annual Fee<sup>2</sup></b>
CY2026	\$1,575.00	\$18,900.00
CY2027	\$1,654.00	\$19,848.00
CY2028	\$1,736.00	\$20,832.00
CY2029	\$1,823.00	\$21,876.00
CY2030	\$1,914.00	\$22,968.00
<b>5-Year Total</b>		<b>\$104,424.00</b>

**Note-1:** Annual increases based on nominal (rounded) 5% increase.

**Note-2:** Annual fee equals monthly fee x 12 months.

**Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_