



September 18, 2025

Adam Filippone
Director of General Services/Siskiyou County
190 Greenhorn Road
Yreka, California 96097
Via Email: afilippone@co.siskiyou.ca.us

RE: Change Order 2 to Design Professional Service Contract

Dear Adam,

HDR Engineering, Inc. (HDR) appreciates the opportunity to provide Siskiyou County and the Siskiyou Power Authority (SPA) with this proposal to provide owner's engineer support services for the Box Canyon Dam Hydroelectric Project, located in Siskiyou County, California.

HDR proposes adding additional funds to the current on-call, Master Services Agreement (MSA) as outlined below, concurrently with identified potential owner's engineer support tasks as included in this proposal under Task Order No. 2.

HDR understands that the purpose of this MSA is to provide support to the SPA staff. The professional most involved in this agreement will be Project Manager, Sharon Roach, PE. However, the project team will be supported on an as-needed basis by other technical resources within the HDR organization, or their subconsultants.

Thank you for the opportunity to offer our services. HDR is fully committed and vested in the successful completion of this project. Should Siskiyou County require further clarification of this proposal, please do not hesitate to contact Project Manager, Sharon Roach, at 530.647.6356 or sharon.roach@hdrinc.com.

Regards,
HDR Engineering, Inc.

A handwritten signature in black ink, appearing to read 'S. Roach'.

Sharon Nicole Roach, PE
Project Manager

A handwritten signature in blue ink, appearing to read 'Elizabeth Mesbah'.

Elizabeth Mesbah, PE
Vice President



Background

HDR understands that the purpose of this MSA is to provide support to the SPA staff. The professional most involved in this agreement will be Project Manager, Sharon Roach, PE. However, the project team will be supported on an as-needed basis by other technical resources within the HDR organization, or their subconsultants.

HDR will support SPA in their administrative, regulatory, engineering, and environmental needs for the Project, which may include providing regulatory support, owner's engineer support and other duties, as needed.

The following is a preliminary list of typical, anticipated services that may be completed under this MSA:

Scope of Services

Task 1: Project Management (PM) and Engineering Support Services

OBJECTIVE

This task includes project management and engineering support services for special projects, as needed.

HDR SERVICES

This task includes providing project management and engineering support for projects that SPA is undertaking. This includes scheduling, progress reporting, coordinating meetings and overseeing project delivery on behalf of SPA. This scope may include reviewing the reports, project management of basic projects and bidding support, if required.

CLIENT RESPONSIBILITIES

- SPA is responsible for providing a scope of work
- SPA is responsible for attendance to check-in meetings

ASSUMPTIONS

- This assumes that one project will occur per year, and that the project will require two trips to the site, with a maximum of 8-nights stayed overnight. This also assumes that each project will take approximately 3 months to complete and require 10-per week from the project engineer or manager.

DELIVERABLES

- Project status updates (project schedule, excel pdfs)
- Meeting minutes (electronic)
- Project close-out reports (electronic)

Task 2: Dam Safety Program Support Services

OBJECTIVE

This task includes support services to assist SPA in maintaining the dam safety program as detailed in the SPA's Owner's Dam Safety Program.

**HDR SERVICES**

HDR will provide the following services:

- Review regulatory issuances and provide response assistance
- Provide SPA staff annual dam safety training
- Attend DSOD and FERC annual inspections
- Review documents, reports and other submittals for regulatory compliance
- Assist SPA staff in the maintenance of the ODSP and document control procedures
- Provide engineering opinions and assessments, as needed
- Provide SPA/Siskiyou County's Board an annual status briefing, or updates on specific situations, as needed

CLIENT RESPONSIBILITIES

- Provide HDR access to documents, transmittals and issuances as soon as practical
- Provide HDR a one-month notice prior to inspections by FERC, DSOD
- Submit regulatory transmittals as needed

ASSUMPTIONS

- SPA is responsible for transmitting each submittal to the respective regulator, agency or others (they may request HDR submit on their behalf)

DELIVERABLES

- Deliverables, if required, will be in electronic format

Task 3: Annual Reporting & Submittal Services**OBJECTIVE**

The purpose of this task is to provide annual reports and annual updates of pertinent documents and plans as required by regulation. The objective of the annual reports and submittals is to provide the regulatory bodies annual reports and certificates of compliance as required on an annual basis. This includes a surveillance and instrumentation report, an annual security plan review certificate and an annual status report of the underlying conditions that may affect the EAP document.

HDR SERVICES

Annual Submittals & Reports:

- Emergency Action Plan (EAP) and Annual Status Report
- Security Plan (SP) and Annual Security Compliance Certification (ASCC)
- Dam Safety Surveillance and Monitoring Report (DSSMR)
- Internal ODSP Audit

CLIENT RESPONSIBILITIES

- Provide the instrumentation data
- Meet with HDR to confirm current practices
- Review drafts of the reports
- Submit materials to FERC

**ASSUMPTIONS**

- HDR assumes that the needed documentation is readily available
- HDR assumes that some information gathering will be necessary prior to the finalization of the annual reports and certificates

DELIVERABLES

- Final reports/certificates (electronic format)

Task 4: Annual Documentation Review & Updates Services**OBJECTIVE**

The purpose of this task is to provide annual reviews and updates of pertinent documents and plans as required by regulation. The objective of the annual updates is to review the documents, make “housekeeping” updates as needed (such as changes in personnel, updates of minor policy changes, etc.) and review the previous assumptions and plans as needed.

HDR SERVICES

Reviews & Updates (as needed) of the following:

- Owner’s Dam Safety Program (OSDP) document
- Emergency Action Plan (EAP) document
- Public Safety Plan (PSP) document
- Security Plan (SP)
- Dam Safety Surveillance and Monitoring Program (DSSMP)
- Supporting Technical Information Document (STID) and digital archive

CLIENT RESPONSIBILITIES

- Provide the previous documents
- Meet with HDR to confirm current practices
- Review drafts of the reports
- Submit materials to FERC

ASSUMPTIONS

- HDR assumes that some documents will need partial updates each year
- HDR assumes that the needed documentation is readily available
- HDR assumes that some information gathering will be necessary prior to the finalization of the rewritten documents

DELIVERABLES

- Updated documents (electronic format)

Task 5: Periodic Documentation Rewrite Services**OBJECTIVE**

The purpose of this task is to provide periodic full rewrites of pertinent documents and plans as required by regulation. Documents must be rewritten at varying cadences- from every 5 to 10 years. The objective of the re-writes is to comprehensively review the documents, make programmatic updates and review the previous assumptions plans, as needed.

**HDR SERVICES**

Rewrite of the following:

- Owner's Dam Safety Program (OSDP) document
- Emergency Action Plan (EAP) document
- Public Safety Plan (PSP) document
- Security Plan (SP)
- Security/Vulnerability Assessment (VA)
- Dam Safety Surveillance and Monitoring Program (DSSMP)
- Supporting Technical Information Document (STID) and digital archive

CLIENT RESPONSIBILITIES

- Provide the previous documents
- Meet with HDR to confirm current practices
- Review drafts of the reports
- Submit materials to FERC

ASSUMPTIONS

- HDR assumes that the documents will need full re-writes
- HDR assumes that the needed documentation is readily available
- HDR assumes that some information gathering will be necessary prior to the finalization of the rewritten documents

DELIVERABLES

- Updated documents (electronic format)

Task 6: Emergency Action Plan Functional & Tabletop Exercises**OBJECTIVE**

The purpose of this task to is facilitate the Emergency Action Plan Functional and Tabletop Exercises. This is a FERC mandated exercise that occurs every 5 years that provides SPA and the emergency response agencies to review and role play a dam safety emergency within a classroom setting.

HDR SERVICES

1. Development of the Master Scenarios Events List (MSEL)
2. Development of materials to be used during the exercise:
 - a. Presentation on the dam, it's features
 - b. Presentation on federal regulations and EAPs
 - c. Presentation/facilitation of the EAP
 - d. Forms, logs and other essential materials
 - e. After-action review form
 - f. Exercise review survey
3. Facilitation personnel (2-3 persons) for the event
 - a. Facilitator/presenter
 - b. EAP exercise coordinator/injector
 - c. Staff helper/injector (optional)



4. Facilitation of the exercises and after-action/hotwash debrief
5. Authoring of the After-Action Report

CLIENT RESPONSIBILITIES

- Provide a facility large enough for 15-20 people to gather for an entire day
- Provide refreshments including breakfast and lunch items for 15-20 people
- Meet with HDR a minimum of three times during the development of the MSEL and exercise scenarios
- Provide a list of agencies/individuals that need to be in attendance with updated contact information
- Attend the exercise
- Submittal of EAP materials and report to FERC
- Notepads/pencils for attendees to use during the exercise

ASSUMPTIONS

- HDR assumes that the contact information for the agencies is up-to-date and that the EAP has been updated regularly.

DELIVERABLES

- MSEL (electronic format)
- EAP materials and after-action report (electronic)
- Physical paper materials needed during the exercise (forms, call lists, etc.)

Task 7: Other duties as Assigned

OBJECTIVE

This task will allow SPA to request services from HDR that were not previously foreseen.

HDR SERVICES

Other duties as assigned.

CLIENT RESPONSIBILITIES

- N/A

ASSUMPTIONS

- HDR will provide an estimated cost to complete additional duties prior to commencing. HDR will only commence after SPA provides a written Notice-To-Proceed (NTP). It's assumed that there will be one additional assignment per year that will take about one week to complete.

DELIVERABLES

- N/A

Budget

Compensation for proposed services will be billed on a Time and Materials basis. The total fee for these services is not to exceed \$1,218,900 unless mutually agreed upon by HDR and the Client. We propose a 5-year term to have the contract expire on November 30, 2030, or as agreed by mutually. SPA will be invoiced monthly, as costs are incurred. On an annual basis

HDR will furnish an updated rate sheet to SPA that includes escalation effective January 1st of each year, if the term is extended.

Table 1. Schedule of Fees

TASK	AMOUNT
Task 0: HDR Internal Project Management	\$130,100
Task 1: Project Management Support	\$232,400
Task 2: Dam Safety Program Management Support	\$275,600
Task 3: Annual Documentation Review & Updates Services (ODSP, EAP, DSSMP, STID)	\$68,700
Task 4: Annual Reporting and Submittals Services (DSSMR, EAP, Security)	\$121,100
Task 5: Periodic Documentation Rewrite (ODSP, EAP, STID, etc.)	\$223,700
Task 6: Emergency Action Plan Functional & Tabletop Exercises (Winter 2028/2029)	\$124,200
Task 7: Other duties as assigned	\$43,100
TOTAL	\$1,218,900

Table 2 - 2025 Billing Rates

LABOR CATEGORY	2025 HOURLY RATE	2026 HOURLY RATE
Senior Project Manager	\$ 341.00	\$ 358.00
Project Manager	\$ 326.00	\$ 342.00
Assistant Project Manager	\$ 247.00	\$ 259.00
Technical Advisor Senior	\$ 473.00	\$ 497.00
Technical Advisor II	\$ 394.00	\$ 414.00
Technical Advisor I	\$ 347.00	\$ 364.00
Senior Regulatory Compliance	\$ 315.00	\$ 330.00
Regulatory Compliance	\$ 284.00	\$ 298.00
Senior Engineer	\$ 307.00	\$ 322.00
Project Engineer	\$ 268.00	\$ 281.00
Staff Engineer	\$ 231.00	\$ 243.00
Engineer in Training	\$ 184.00	\$ 193.00
Project Administration II	\$ 184.00	\$ 193.00
Project Administration I	\$ 142.00	\$ 149.00

Terms and Conditions

These services are proposed to be completed under the Design Professional Services Contract executed between Siskiyou Power Authority and HDR on August 1, 2024.

SPA is in responsible charge of the Project, the Project's operations and maintenance, overall health, and execution of their dam safety program. SPA is responsible to provide the data, documentation, assessments, reports, drawings and other information requested for HDR to perform the tasks outlined in this Task Order. SPA is responsible to transmit regulatory submissions or request, in advance, that HDR submit those deliverables on their behalf.

This proposal is valid for 60 workdays from the date of submission. Thereafter, it may be subject to change.