



How to Recall/Reput an Award

11/13/2020



How to Recall/Reput an Award

➤ Table of Contents

❖ Where to start	3
❖ How to find the Recall/Reput screen	5
❖ How to Recall an Award	7
❖ How to Reput an Award	10



Where to start:

- Go to the Tallgrass EBB <https://www.tallgrassenergy.com/default.aspx>



- Scroll to the bottom and click on Tallgrass Pipeline Interactive Website



Where to start:

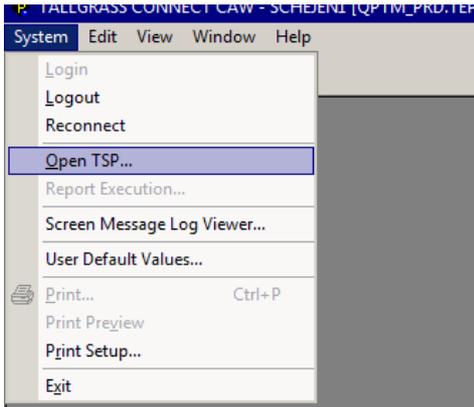
- Or go directly to the Interactive website: <https://pipeline.tallgrassenergylp.com/>
- Under **Customer Activities** choose **CONNECT**

The screenshot shows the Tallgrass Energy website interface. At the top, the browser address bar displays <https://pipeline.tallgrassenergylp.com>. The page features the Tallgrass Energy logo and a navigation menu on the left. The 'System Map' section is expanded, showing 'CONNECT' as the selected option under 'Customer Activities'. The main content area displays a 'System Map' of the central United States, highlighting various pipelines and facilities. A legend at the bottom of the map identifies different types of infrastructure: Crude Oil (Pony Express Pipeline, Powder River Gateway, Oil Terminal, Connected Third Party Refinery), Natural Gas (Rockies Express Pipeline, Lease of Overtrust Pipeline Capacity, Cheyenne Connector, Tallgrass Interstate Gas Transmission, TIGT Off System Transport Capacity, TIGT Gas Storage Field, Trailblazer Pipeline Company), Natural Gas (Tallgrass Midstream Facilities, Tallgrass Midstream Gathering), Natural Gas Liquids (TMID NGL Pipeline), and Water (BNN Water Solutions). The map includes state names like Wyoming, Nebraska, Colorado, Kansas, Missouri, Illinois, Indiana, Ohio, and Texas, along with major cities and pipeline names like BNN North Dakota, BNN Great Plains, and BNN Texas. The footer contains the website name, copyright information for 2020 Tallgrass Development, LP, and the 811 logo with the slogan 'Know what's below. Call before you dig.'

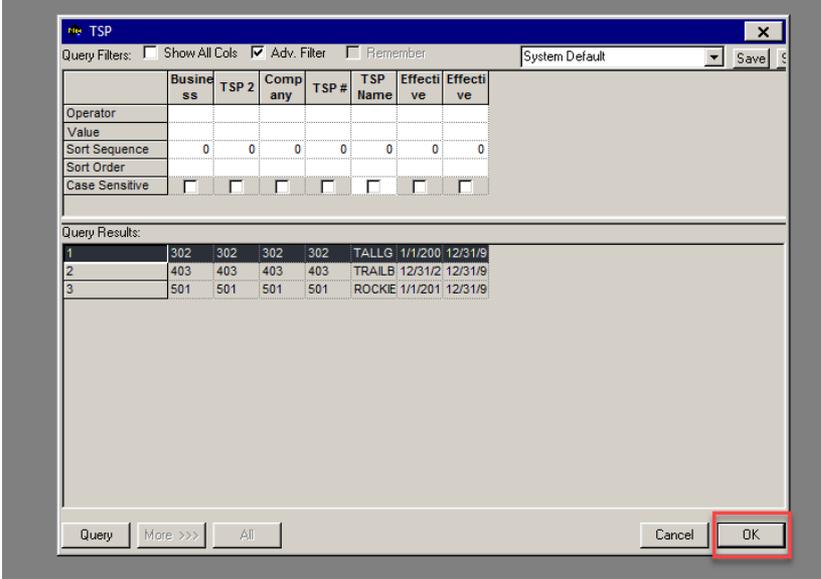


How to find the Recall/Reput Screen

- From the Systems drop down menu pick **Open TSP** to choose which Pipeline you are releasing capacity on.



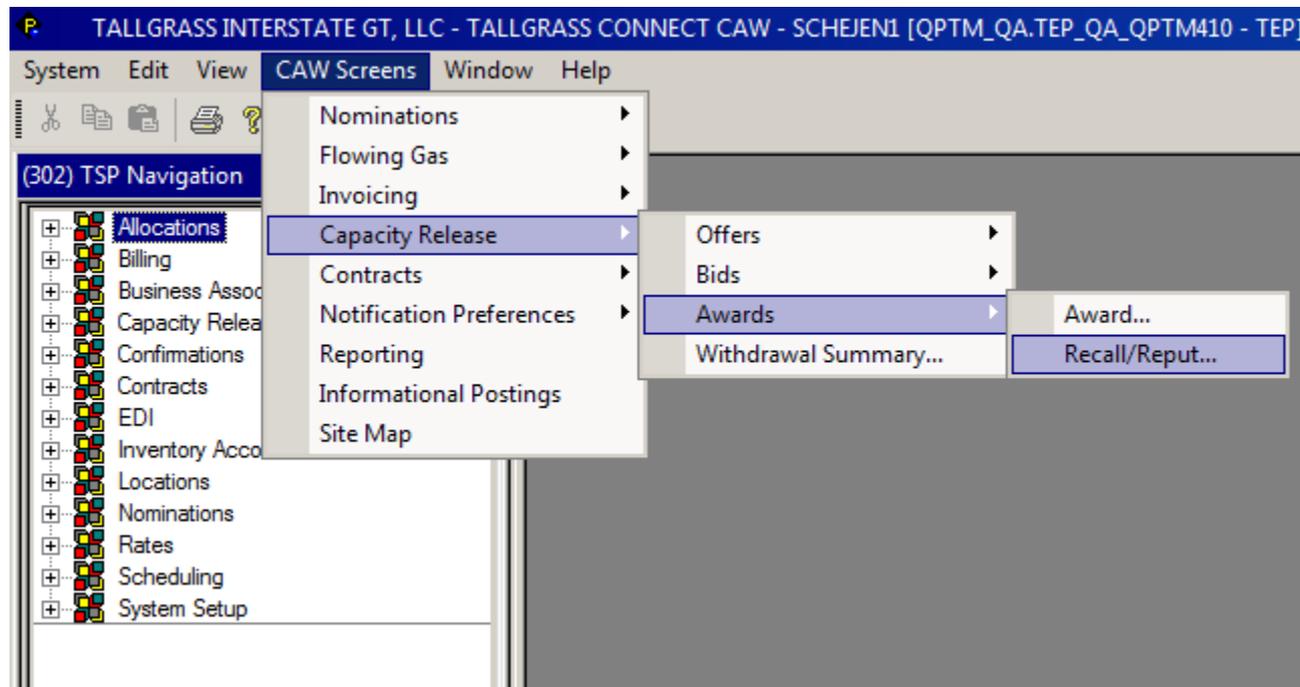
From the pop-up window highlight the appropriate pipeline and click **OK**



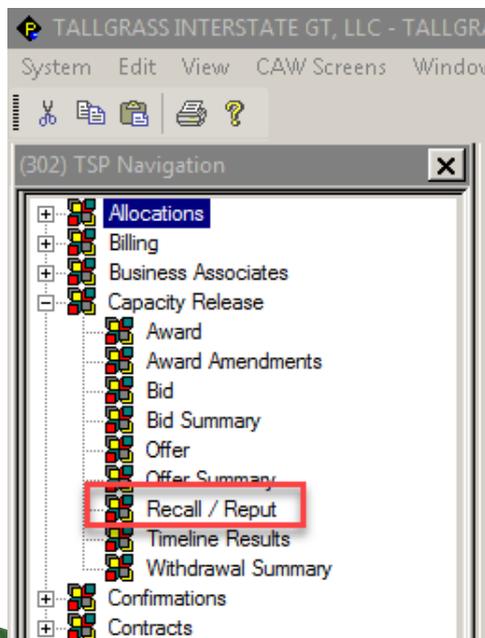


How to find the Recall/Reput Screen

- Go to the drop under CAW Screens > *Capacity Release* > *Awards* > *Recall/Reput*



Or from the navigation tree choose: *Capacity Release* > *Recall/Reput*





How to Recall an Award

- Start with retrieving the Replacement K# you want to Recall
 - ❖ Put the Replacement K# in the yellow box and hit **Retrieve**

Links: **Retrieve** More All Submit Help Cancel

TSP / TSP Prop: 828257431 302 TSP Name: TALLGRASS INTERSTATE GT, LLC

Repl SR K: [Yellow Box] [...] Offer No: Capacity Release Status: [Dropdown]

Filter Start Date: [Date Picker] Filter End Date: [Date Picker]

Rel Start Date: [Date Picker] Rel End Date: [Date Picker]

Releaser/Releaser Prop: [Text Box] Releaser Name: [Text Box]

Rel Contact: [Text Box] Rel Email: [Text Box]

- ❖ Or you can use the pick list [...] to pull up the pop-up where you can enter information under *Value* and hit **Query** to pull up a list of contracts, highlight the contract you are looking for and then click **OK**.
- ❖ Once the yellow box is populated, hit **Retrieve**.

Replacement: Contract for Recall Reput Screen

Query Filters: Show All Cols Adv. Filter Remember System Default

Repl SR K	Repl SR	Repl SR Prop	Operator	Value	Repl SR K	Bidder Name	Offer No	Capacity Release Status	Releaser	Releaser Prop	R
1			S		1302	AWARDED	0				S JACK
2			S		1301	AWARDED	0				SLACK P
3			S		1299	AWARDED	0				MIDWEST
4			S		1298	AWARDED	0				MIDWEST
5			S		1297	AWARDED	6				BP ENER C
6			W		1294	AWARDED	6				BP ENER C
7			W		1291	AWARDED	6				BP ENER C
8			W		1290	AWARDED	6				BP ENER C
9			S		1289	AWARDED	0				MIDWEST

Buttons: Query More >>> All Query On Return Cancel OK



How to Recall an Award

- Recall Cont'd...
 - ❖ Highlight the row containing the path/MDQ you wish to recall and then click the down arrow.

Award/Recall/Reput History:

	Seq	Award Amend ID	Rel K	Repl SR K	Repl SR	Repl SR Prop	Repl SR Name	Loc (Rec)	Loc Name (Rec)	Loc (Del)	Loc Name (Del)	Capacity Rel
1	###	21037	5	5	5	2835		41544	CHEY/TIG	45391	AURORA	AWARDED
2	###	21038	5	5	5	2835		7857	TPC/TIGT	45391	AURORA	AWARDED

New Recall/Reput Activity:

Total Quantity:

Seq	Award Amend ID	Rel K	Repl SR K	Repl SR Name	Loc (Rec)	Loc Name (Rec)	Loc (Del)	Loc Name (Del)
-----	----------------	-------	-----------	--------------	-----------	----------------	-----------	----------------

Note: A red box highlights the down arrow button in the 'New Recall/Reput Activity' section.



How to Recall an Award

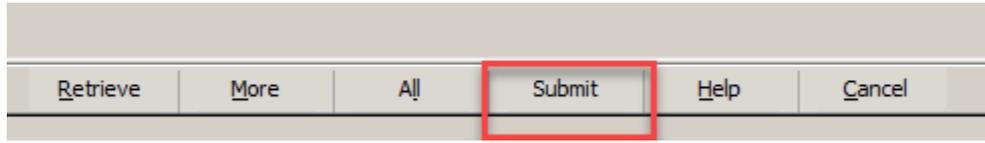
➤ Recall Cont'd...

- ❖ After choosing the path/MDQ you wish to recall and have pushed it down to the recall menu update the following fields:
 - Capacity Release Status – RECALLED
 - Rel Start Date – the date you want the recall to begin
 - Rel End Date – the date you want the recall to end
 - Qty – Loc –the amount you wish to recall
 - Recall Notif Period – the Cycle the notification goes to the replacement shipper

New Recall/Reput Activity: [Down Arrow] [Up Arrow] Total Quantity: As Of Date:

	Rel K	Repl SR K	Repl SR Name	Loc (Rec)	Loc Name (Rec)	Loc (Del)	Loc Name (Del)	Capacity Release Status	Rel Start Date	Rel End Date	Qty - Loc	Meas Basis Desc	Recall Notif Period	Recall Bus Day Desc	Offer No	Bid No	Rate Sch
1 A				41544	CHEY/TIGT SCOTT	45391	AURORA WEST COOP ETH/TIGT HAMILT	RECALLED	11/16/2020	11/20/2020	500	MILLION BTU	TIMELY	YES RECALL NOTIFICATION MU	1287	46670	FIRM
2																	
3																	
4																	
5																	

- ❖ Note: if you are choosing a cycle other than Timely you can only recall for a 24 hour period. If you need to recall for longer than one it has to be done for Timely cycle. See the NAESB timelines for when this can occur.
- ❖ Then click on **Submit**





How to Reput an Award

- Start with retrieving the Replacement K# you want to Reput
 - ❖ Follow the same steps as Retrieve except under Capacity Release status choose **Reput** from the drop-down menu

Recall/Reput Activity: [Down Arrow] [Up Arrow] Total Quantity: 3,326 As Of Date: 11/16/2020

Rel K	Repl SR K	Repl SR Name	Loc (Rec)	Loc Name (Rec)	Loc (Del)	Loc Name (Del)	Capacity Release Status	Rel Start Date	Rel End Date	Qty - Loc	Meas Basis Desc	Recall Notif Period
			41544	CHEY/TIGT SCOTT	45391	AURORA WEST COOP ETH/TIGT HAMIL	REPUT	11/16/2020	11/20/2020	500	MILLION BTU'S	TIMELY

- ❖ Then click **Submit**

Retrieve More All **Submit** Help Cancel