

ATTACHMENT J2

# Fort Polk Natural Gas Distribution System

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# J2 Fort Polk Natural Gas Distribution System

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## J2.1 Fort Polk Overview

### J2.1.1 General Statistics

The Fort Polk Military Installation is located in Vernon Parish in west-central Louisiana. The Army owns approximately 100,009 acres of land at the Main Post and at the Peason Ridge Training Area, located about 15 miles north of the Main Post. The Installation also maintains a small site on the eastern shore of Toledo Bend Reservoir that is used as a recreation site for military personnel and their families. Additionally, the Army utilizes about 98,125 acres of land owned by the U.S. Forest Service (USFS). The Main Post has two distinct developed areas that contain buildings, motor pools, and other facilities. These areas are known as the North and South Fort Cantonment Areas or North Fort and South Fort.

Real Property records indicate there are 2,384 buildings on Fort Polk (1,679, permanent; 255 semi-permanent; and 450 temporary). These buildings enclose a total of 15,572,096 square feet (SF) of floor space. Included in these totals are 1,163 permanent family housing buildings containing 3,424 family dwelling units encompassing a total of 6,955,318 SF.

According to data published by Fort Polk on the World Wide Web, the Installation supports a total population of 139,279 categorized as follows:

**TABLE 1**  
 Population  
*Natural Gas Distribution System, Fort Polk, Louisiana*

<b>Fort Polk Population</b>	
Active Military Personnel	10,441
Military Family Members	16,912
Army Civilian Employees	5,956
Retired Military Personnel and Families	73,573
Reserve Component, ROTC	25,227
JRTC Rotations (Monthly Average)	5,170
<b>Total</b>	<b>139,279</b>

Annual total economic impact of Fort Polk is estimated to be approximately \$970 million.

## **J2.1.2 History and Development**

Fort Polk was established in 1941 and named in honor of the Right Reverend Leonidas Polk, the first Episcopal Bishop of the Diocese of Louisiana and a Confederate general. Since then, Fort Polk has adapted to service during every U.S. military crisis.

Fort Polk was first developed as Camp Polk and was used for military training activities associated with World War II. Construction of Camp Polk began in January 1941. Camp Polk was used during the “Louisiana Maneuvers,” a series of large-scale, peacetime armored maneuvers conducted prior to the United States’ entry into World War II.

Following World War II, the Installation went through a series of temporary closings until the early 1960s. In 1960, Fort Polk was designated as an infantry-training center. Due to the dense, jungle-like vegetation that exists on portions of the Post, Fort Polk was used extensively for basic training of soldiers being deployed to Southeast Asia. For the 12 years following 1962, more soldiers shipped out to Vietnam from Fort Polk than any other U.S. Army training Installation.

The 5th Infantry Division (Mechanized) was permanently garrisoned at Fort Polk in 1974 as hostilities in Vietnam came to a close. Fort Polk underwent a tremendous amount of renovation and was rapidly transformed into one of the most modern Installations in the U.S. Army. Many of the buildings and other structures currently existing on Fort Polk were built at this time.

After the end of the Cold War in the early 1990s, the 5th Infantry Division (Mechanized) was relocated to Fort Hood, Texas beginning in 1992. This move was completed in early 1994. Following this move, Fort Polk was selected as the location of the Joint Readiness Training Center (JRTC). The basic mission of the JRTC is to train light infantry forces, Special Forces, Army Rangers, and units from other branches of the American Armed Forces.

Several other units were transferred back to the United States from Europe and were stationed at Fort Polk during this time. Most of these units, including the 2nd Armored Cavalry Regiment, the Warrior Brigade, and units affiliated with the XVIII Airborne Corps are currently garrisoned at the Installation and occupy and operate many of its motor pools and maintenance facilities.

Since Fort Polk was first developed by the U.S. Army, its land has been subject to a wide variety of uses including firing ranges, impact zones, industrial operations, military housing, and other operations that were necessary to support the Installation’s ever-changing missions.

The Installation headquarters are located at the South Fort cantonment area. Additionally, most of the motor pools, maintenance facilities, supply areas, and administrative offices operated by both military personnel and civilian employees of the Department of Defense are located on this portion of the Installation. South Fort Polk has relatively modern facilities compared to North Fort. The North Fort cantonment area is used primarily by rotational units training with the JRTC and by Louisiana National Guard and Army Reserve units. Buildings on North Fort Polk are primarily vintage World War II. Military housing areas are located in both cantonment areas and along the west side of Fort Polk.

The area of the Installation east of the cantonment areas is largely undeveloped and has been used for a variety of military training purposes including obstacle courses, firing ranges, impact areas, primitive airfields, drop zones, etc. (U.S. Army, 1995). The potential for the presence of unexploded ordnance exists over most of the Installation east of the cantonment areas. Landfills

used for disposal of wastes generated by military activities at Fort Polk were developed on property located between the North and South Fort cantonment areas.

### **J2.1.3 Satellite Locations**

**Peason Ridge** is a 33,000 acre-plus Army-owned parcel situated approximately 15 miles north-northwest of the main cantonment areas at the extreme north side of Vernon Parish. It consists of live-fire training areas, firing ranges, and impact zones. Additionally, Peason Ridge has a relatively small “operations” area that includes barracks and supply and maintenance buildings.

**Toledo Bend Recreation Facility**, a relatively small Army-owned parcel, is situated on the eastern shore of Toledo Bend Reservoir on the Louisiana-Texas border due west of Fort Polk. It contains boat docks, cabins, and other structures associated with recreational activities.

### **J2.1.4 U. S. Forest Service Lands**

Fort Polk uses very large tracts of U.S. Forrester Service lands for training. Some of this land is classified as Intensive Use Area (IUA) and some as Limited Use Area (LUA). In some areas there are Army-owned utility system components installed on these Forrester Service lands. The Forrester Service will not sell land, but will consider proposals to exchange land; Fort Polk is currently negotiating a land swap with the Forrester Service that would place additional utility components on Forrester Service land. A Special Use Permit (SUP) is the mechanism used to formalize an agreement for use of Forrester Service land. The Army is currently in the process of finalizing a multi-year, multi-use SUP. For the Army, there are no fees associated with these SUPs. However, a “for-profit” entity should expect to negotiate a SUP fee; the Forrester Service waives fees only for “non-profit” entities. This fee is currently projected to be \$43/acre/year for for-profit entities. For linear utility components, acreage requirements are calculated by multiplying linear feet of utility lines by the typical easement width (26 feet). Approximate quantities of Fort Polk utility components on Forrester Service lands are as follows:

- Electric Distribution Lines	102,000 LF
- Natural Gas Lines	674 LF
- Water Lines	2,465 LF
- Sewer Lines	15,391 LF
- Wastewater Dispersion Lines	7,200 LF
- Oxidation Ponds	80 Acres

### **J2.1.5 Army Family Housing**

Fort Polk has recently privatized Army Family Housing. This Residential Community Initiative (RCI) transfers ownership and maintenance responsibility for all of the housing units to a private contractor. Under this RCI the new owner will also remodel, renovate, demolish some structures and build new units in multiple phases over several years. The net effect will be an increase of dwelling units from the current 3,424 units to a total of 3,821 units. Fort Polk is in the process of transitioning from their existing Housing Maintenance Contract to the new RCI arrangement. It

should be pointed out that this RCI initiative does not involve the transfer of land nor does it include the utility mains and service lines. Utility mains and service lines have been retained by the Government and are therefore part of the UP package. It is important to recognize that the RCI process will result in some reconfiguration of the various neighborhoods with resultant changes in the utility systems serving those neighborhoods and the associated points of demarcation. The utility system owner should expect to be very much involved in these future changes.

It should also be emphasized that a relatively small number of existing housing units have natural gas service. During the next few years the Army, in concert with their RCI partner, plans to eliminate all natural gas service to housing units. Gas mains serving the housing areas would then be capped off at the main and abandoned.

## **J2.2 Natural Gas Distribution System Description**

### **J2.2.1 Natural Gas Distribution System Fixed Equipment Inventory**

The Fort Polk natural gas distribution system consists of all appurtenances physically connected to the distribution system between the points of demarcation separating government ownership of the distribution system from the natural gas supplier and separating the distribution system from end-users. The system may include, but is not limited to, regulating stations, pipelines, valves, regulators, and meters. The actual inventory of items sold will be conveyed to the Contractor using the Bill of Sale (sample shown in Attachment J42) at the time the system is transferred.

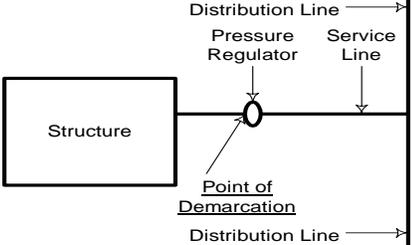
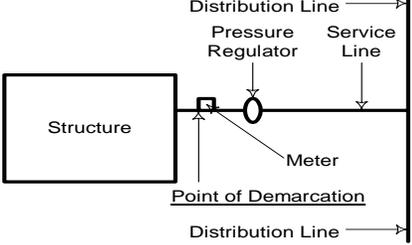
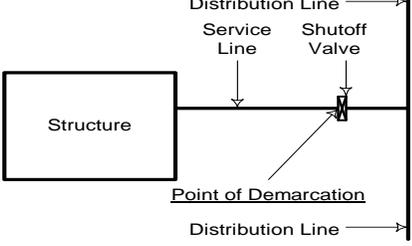
The following description and inventory is included to provide the Contractor with a general understanding of the size and configuration of the distribution system. The description and inventory were developed based on best available, yet imperfect, record data. When not specifically identified by system drawings, the type and size of the components were estimated, generally based on the size of the piping the component was fastened to. Additionally, when the year of construction was not known, it was estimated based on the age of adjacent piping or the approximate age of the facility served.

The Offeror shall base its proposal on site inspections, information in the technical library, and other pertinent information, as well as the following description and inventory. As described in Paragraph C11.1, if after award the Offeror identifies additional inventory not listed in Paragraph J2.2.1.4, the Offeror may submit to the Contracting Officer a request for an equitable adjustment. If the Offeror determines that the inventory listed in Paragraph J2.2.1.4 is overstated, the Offeror shall report the extent of the overstatement to the Contracting Officer, who will determine an equitable adjustment. The intent here is not to encourage piecemeal adjustments, but rather address significant adjustments that have significant bearing on capital replacement investment.

#### **J2.2.1.1 System Description**

Natural gas is currently supplied to Fort Polk by two gas companies at three delivery points. United Gas Company supplies natural gas to North Fort Polk and South Fort Polk areas, and Entex serves the Bayne-Jones Memorial Hospital. United Gas Company's two gas lines are operated at 200 pounds per square inch gauge (psig). There are two meter-regulator stations owned and operated by United Gas, one at South Fort Polk Facility 800, and the other at North Fort Polk Facility 7198. The Entex delivery point is near the hospital. There are three Fort Polk-owned odorization stations,



Point of Demarcation (POD)	Applicable Scenario	Sketch
POD is the downstream side of the pressure regulator.	Natural gas service to the building is regulated but not metered.	
POD is the downstream side of the closest apparatus to the exterior of the facility.	More than one apparatus is connected to the service line feeding the facility.	
POD is the closest shutoff valve to the exterior of the building.	No meter or regulator exists at the facility. Shutoff valve located within 25 feet from the exterior of the building.	
POD is the five-foot line exterior to building footprint. Install a shutoff valve within 5-feet of the building exterior.	No meter, regulator or closest shutoff valve exists at the facility.	No Sketch Required.

### J2.2.1.3 Condition Assessment

The vast majority of the natural gas distribution piping at Fort Polk is PE pipe that was installed in the mid-1990s or later and they are in good condition. There are few sections of old steel pipe smaller than 2-inches; generally, these sections of steel pipe are located under concrete hardstands. Although the condition of this steel pipe is not known, their age and the lack of cathodic protection would suggest that it be replaced in the near term. The distribution system has adequate sectionalizing/isolation valves.

Three secondary meters that are apparently inappropriately sized for the flow must be replaced with properly sized meters.

### J2.2.1.4 Inventory

**Table 3** identifies the inventory of the Fort Polk natural gas distribution system. When not specifically identified by system drawings, the size and type of system components were estimated, generally based on the size of the piping the component was connected to. Additionally, when the year of construction was not known, it was estimated based on the age of the piping or the age of the facility served.

**TABLE 3**  
 Fixed Inventory  
 Natural Gas Distribution System, Fort Polk, Louisiana

Component	Size	Quantity	Unit	Approximate Year of Construction
<i>Pipe</i>				
Steel	<2"	7,440	LF	1950
Steel	2"	3,200	LF	1950
PE	<2"	43,105	LF	1994
PE	2"	64,127	LF	1994
PE	3"	37,550	LF	1994
PE	4"	82,780	LF	1994
PE	6"	22,535	LF	1994
PE	8"	3,960	LF	1994
<i>Services</i>		74	EA	1950
		963	LF	1994
<i>Valves</i>				
	¾"	1	EA	1994
	1"	6	EA	1950
	1"	22	EA	1994
	1¼"	1	EA	1950
	1¼"	4	EA	1994
	1½"	3	EA	1950
	1½"	17	EA	1994
	2"	2	EA	1950
	2"	160	EA	1994
	3"	41	EA	1994
	4"	164	EA	1994
	6"	4	EA	1994
	8"	5	EA	1994
<i>Meters</i>		10	EA	1994
<i>Odorization Stations</i>		3	EA	1994
<i>Regulators</i>		2	EA	1950

### J2.2.2 Natural Gas Distribution System Non-Fixed Equipment and Specialized Tools

**Table 4** lists other ancillary equipment (spare parts), and **Table 5** lists specialized vehicles and tools included in the purchase. Offerors shall field-verify all equipment, vehicles, and tools prior to submitting a bid. Offerors shall make their own determination of the adequacy of all equipment, vehicles, and tools.

**TABLE 4**  
 Spare Parts  
*Natural Gas Distribution System, Fort Polk, Louisiana*

Quantity	Item	Make/Model	Description	Remarks
No spare parts are included with the Fort Polk Natural Gas Distribution System.				

**TABLE 5**  
 Specialized Vehicles and Tools  
*Natural Gas Distribution System, Fort Polk, Louisiana*

Quantity	Item	Make/Model	Description	Remarks
No specialized vehicles or tools are included with the Fort Polk Natural Gas Distribution System				

### J2.2.3 Natural Gas Distribution System Manuals, Drawings, and Records

**Table 6** lists the manuals, drawings, and records that will be transferred with the system.

**TABLE 6**  
 Manuals, Drawings and Records  
*Natural Gas Distribution System, Fort Polk, Louisiana*

Quantity	Item	Description	Remarks
1	Drawings	CAD Drawings	Hard Copy
1	Electronic	CAD Drawings	Electronic Copy
1	Electronic Database	GIS Database	Electronic Copy

Note: Available manuals, drawings, records, and reports pertaining to the Fort Polk Natural Gas Distribution System are included in the Bidders' Library.

## J2.3 Specific Service Requirements

The service requirements for the Fort Polk natural gas distribution system are as defined in Paragraph C, *Description/Specifications/Work Statement*. The following requirements are specific to the Fort Polk natural gas distribution system and are in addition to those found in Section C. If there is a conflict between requirements described below and Section C, the requirements listed below take precedence over those found in Section C.

## **J2.3.1 Excavation Marking/Digging Process**

### **J2.3.1.1 Contractor Participation in Digging Permit Process**

Contractor shall subscribe to the regional process (**Louisiana 1 Call** is the one-call dispatch center) for notification and marking of underground utilities. The Contractor shall mark all utilities in the time windows defined by this process. In some cases, where non-metallic lines do not have tracer wires, it may take longer to locate the lines. In these cases, the Contractor will make necessary notifications about a possible delay in the marking process. Contractor shall be responsible for all repairs, costs, and damages due to excavations by others for which he did not properly mark his utilities as part of the utility marking process. Generally, utility lines will be marked with pin flags or spray paint.

### **J2.3.1.2 Contractor Excavation Requirements**

Contractor shall notify the regional one-call dispatch center of his digging requirement. The Contractor shall also obtain digging permits from Fort Polk in accordance with the AECOM process (see the AECOM Form below) before any drilling, digging, or excavation is undertaken. Permits will identify all underground utilities within 5 feet of the designated area. Since utility marking is an inherently imprecise process, excavation within five feet of the marked utilities will be done by hand. Contractor shall be responsible for all repairs, costs, and damages due to his excavations that fail to comply with the DPW digging permit process and the requirements listed herein; this includes excavations extending beyond areas that have been cleared for excavation.

## AECOM Government Services

### FORT POLK UTILITY LOCATION AND DIG PERMIT REQUEST

**Location:** \_\_\_\_\_

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

**DIRECTIONS:**

1. Mark area to be excavated in white.
  
2. Louisiana Law requires you to contact **Louisiana 1 Call**, representing all private and public utility companies. Dial 1-800-272-3020 two - seven days in advance and have digging location information available at time of call. Any company with utilities in the area will mark the respective utility. Ticket # \_\_\_\_\_
  
3. For Telephone, Data Lines and Fiber Optic line utility locations on Fort Polk:
  - Contact DOIM/ATS Contractor (GSTek) at 531-4019
  - Request location services seven days prior to digging. Service Order \_\_\_\_\_
  - DOIM/ATS Contractor (GSTek) will issue dig Permit. \_\_\_\_\_
  
4. Sprint/ADSS 537-4711                      Service Order #: \_\_\_\_\_
  
5. For CEG (CE Polk) well locations on Fort Polk, contact DPW Housing at 537-0508 and request a Service Order be generated for locating CEG wells. A two-day notice is required before digging. Co-energy contractor will mark well locations. If this excavation is NOT in Housing, proceed to Para 6.
  
6. **Water, Sewer, Gas and Exterior Electric.** When you have completed I - 5 above, hand carry this form along with a sketch of the area to be excavated to the Utility Office in Building 3304, Room 3. The Utility Office will initiate service orders to locate water, sewer, gas and exterior electric. Allow 48 hours, after which you may pick up the approved dig permit, and proceed to excavate.
  - Natural Gas Service Order #: \_\_\_\_\_
  - Exterior Plumbing Service Order #: \_\_\_\_\_
  - Exterior Electric Service Order # \_\_\_\_\_
  - Thermal Wells: \_\_\_\_\_
  
7. Permit to dig on Fort Polk is approved on \_\_\_\_\_ (date).

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Utility Supervisor  
AECOM Public Works

## **J2.3.2 Inspection and Maintenance Program**

### **J2.3.2.1 Leak Detection**

Leak detection surveys shall be performed IAW 49 CFR 192 standards and frequencies.

### **J2.3.2.2 Regulator Stations**

The Contractor shall develop and implement an inspection and maintenance program for natural gas regulator stations IAW 49 CFR 192. The Government reserves the right to review the Contractor's regulator station maintenance records.

### **J2.3.2.3 Valve Maintenance**

The Contractor shall develop and implement a valve maintenance program IAW 49 CFR 192. For the purposes of complying with 49 CFR, the Contractor shall determine which valves are necessary to control the distribution of natural gas, respond to outages and emergency situations, isolate the system, restore natural gas service, and otherwise as necessary to meet the requirements of this contract. The Government reserves the right to review the Contractor's valve maintenance records.

### **J2.3.2.4 Cathodic Protection System Maintenance**

The Contractor shall own, operate, and maintain the natural gas cathodic protection system for carbon steel piping systems IAW 49 CFR 192. Much of this cathodic protection system is not being maintained and/or is non-functional. The Contractor shall determine what is required and shall implement cathodic protection as necessary to comply with applicable rules and regulations. The Government reserves the right to review the Contractor's cathodic protection system records.

## **J2.3.3 Supervisory Control and Data Acquisition System**

There is no Supervisory Control and Data Acquisition system associated with the natural gas distribution system.

## **J2.3.4 Meters**

The Contractor shall operate, maintain, and calibrate all secondary meters, IAW applicable standards and regulations. The Government reserves the right to review the Contractor's meter and maintenance and calibration records.

### **J2.3.4.1 Meter Reading**

Fort Polk currently reads meters manually. The Contractor shall read meters each month as defined in Paragraph J2.5.

## **J2.3.5 Fire Control and Safety**

The Contractor may elect to construct additional facilities on Post to support his operation. In all cases, the Contractor shall abide by Fort Polk fire protection requirements. Where required by federal, state or local regulation, the Contractor shall maintain the fire alarm system for all facilities owned and operated by the Contractor. The Contractor shall permit Fire Department personnel access to their facilities to perform fire inspections and emergency response.

### **J2.3.6 Restricted Access**

The Contractor shall obtain approval from Fort Polk for restricted area access. The ranges on the Installation are in constant use. Currently the Range Control coordinates and schedules the use of these areas. Any utility work that needs to be done on the ranges has to be coordinated and scheduled with the Range Control to avoid conflicts with the Installation's mission.

### **J2.3.7 Crisis Situations**

IAW Paragraph C.9.8, *Exercises and Crisis Situations Requiring Utility Support*, the Contractor shall provide support as directed by Fort Polk DPW or equivalent agency for exercises and crisis situations. Contractor shall submit Emergency Response Plans for approval by the Government for all exercise and crisis situations IAW C.9.8.

### **J2.3.8 Emergency Response**

Because of the critical nature of many Fort Polk mission requirements, response to utility emergencies must be immediate. The Contractor will respond with a knowledgeable individual to emergency utility problems within 20 minutes of notification during duty hours and within one hour during non-duty hours. Additionally, repair crews must be on scene within one hour during duty hours and within two hours during non-duty hours.

### **J2.3.9 Cost of Supporting Utilities**

The Contractor may consume reasonable quantities of supporting utilities at no charge. However, Contractor shall fully cooperate with the Government with respect to energy/water conservation measures as described in Section C.3.4.

## **J2.4 Current Service Arrangement**

United Gas Company supplies natural gas to the North Fort Polk and South Fort Polk areas, and Entex serves the Bayne-Jones Memorial Hospital. The respective gas companies meter natural gas at these three delivery points.

## **J2.5 Secondary Metering**

Between the point of delivery and the end-user points of demarcation, the Contractor shall own the existing meters, and shall install additional meters at new and upgraded locations as directed by the Contracting Officer. Contractor shall install or cause to have installed utility meters as requested by the Contracting Officer.

### **J2.5.1 Existing Meters**

**Table 7** lists the existing (at the time of contract award) meters that will be transferred to the Contractor.

The Contractor shall provide meter readings for all secondary meters IAW Paragraph C.3.3, *Metering*, J2.3.4.1, *Meter Reading*, and J2.6, *Monthly Submittals*.

**TABLE 7**  
 Existing Secondary Meters  
*Natural Gas Distribution System, Fort Polk, Louisiana*

<b>Facility</b>	<b>Building No.</b>	<b>Meter Number</b>
Hickory Hut BBQ	1975	335-1300
Burger King	3224	NS2263318
Boiler Plant	2271	4113248 (Small Meter)
Health Clinic	3504	2282946
Commissary	830	
PX Main Service	840	
Officers Club	352	
Central Energy Plant	1628	6465744
LA National Guard	8521 & 8505	191413
LA National Guard	8553	66-992-981

**J2.5.2 Required New Secondary Meters**

The Contractor shall install and calibrate new secondary meters as listed in **Table 8**. New secondary meters shall be installed IAW Paragraphs C.3.3.1, *Future Meters*, and C.13, *Operational Transition Plan*. After installation, the Contractor shall maintain and read these meters IAW Paragraphs C.3.3, *Metering*, and J2.6 below.

**TABLE 8**  
 New Secondary Meters  
*Natural Gas Distribution System, Fort Polk, Louisiana*

<b>Facility</b>	<b>Building No.</b>
<b>122<sup>nd</sup> Arcom</b>	
Bldg 7503	7503
Bldg 7504	7504
Bldg 7505	7505
Bldg 7506	7506
Bldg 7507	7507
Bldg 7515	7515
Bldg 7516	7516
Bldg 7517	7517
Bldg 7518	7518
Bldg 7524	7524
Bldg 7526	7526
Bldg 8610	8610

<b>Facility</b>	<b>Building No.</b>
<b>Bayou Theater</b>	930
<b>Service Station</b>	1725
<b>Laundromat</b>	8251
<b>Carlson Travel</b>	1830
<b>Defense Accounting Office</b>	2524
<b>Desert Storm (Lockheed)</b>	
Bldg 4531	4531
Bldg 4568	4568
Bldg W4508	W4508
Bldg 7727	7727
Bldg 7728	7728
Bldg 7903	7903
Bldg 7906	7906
<b>Defense Printing Service</b>	317
<b>Greyhound Bus</b>	1021
<b>National Guard</b>	8505
<b>Laundry</b>	2375
<b>Meddac</b>	
Bldg 285 (Hospital)	285
Bldg 287 (Cooling Tower)	287
Bldg 289 Power Plant	289
Bldg 665	665
Bldg 1561	1561
Bldg 2157	2157
Bldg 8235	8235
Bldg 293 Co Admin	293
Bldg 667	667
Bldg 4364	4364
Bldg 4372	4372
Bldg 4379	4379
<b>MWR</b>	
Bldg 1457	1457
Sports America	1454
19th Hole	323
<b>Property Disposal Office</b>	4050
<b>Sabine Bank</b>	
Bldg 1815	1815

Facility	Building No.
Bldg 1901	1901

## J2.6 Monthly Submittals

The Contractor shall provide the Government monthly submittals for the following:

1. **Invoice.** (IAW Paragraph G.2, *Submission and Payment of Invoices*). The Contractor's monthly invoice shall be presented in a format proposed by the Contractor and accepted by the Contracting Officer. The Contractor shall provide sufficient supporting documentation with each monthly invoice to substantiate all costs included in the invoice for each CLIN as approved by the Contracting officer. The proposed system of accounts shall be made available in electronic format as directed by the Contracting Officer. Invoices shall be submitted by the 25<sup>th</sup> of each month for the previous month. Invoices shall be submitted to:

*Name:* DIRECTORATE OF PUBLIC WORKS  
ATTN (Mr. Roy Bethel)  
*Address:* 2271 Louisiana Ave, Bldg 3304  
Fort Polk, LA 71459-5440  
*Phone number:* (337) 531-4508

2. **Outage Report.** The Contractor's monthly outage report will be prepared in the format proposed by the Contractor and accepted by the Contracting Officer. Outage reports shall be submitted by the 25<sup>th</sup> of each month for the previous month. Outage reports shall be submitted to:

*Name:* DIRECTORATE OF PUBLIC WORKS  
ATTN (Mr. Roy Bethel)  
*Address:* 2271 Louisiana Ave, Bldg 3304  
Fort Polk, LA 71459-5440  
*Phone number:* (337) 531-4508

3. **Meter Reading Report.** The monthly meter reading report shall show the current and previous month's readings for all secondary meters. The Contractor's monthly meter reading report will be prepared in the format proposed by the Contractor and accepted by the Contracting Officer. Meter reading reports shall be submitted by the 15<sup>th</sup> of each month for the previous month. Meter reading reports shall be submitted to:

*Name:* DIRECTORATE OF PUBLIC WORKS  
ATTN (Mr. Roy Bethel)  
*Address:* 2271 Louisiana Ave, Bldg 3304  
Fort Polk, LA 71459-5440  
*Phone number:* (337) 531-4508

## J2.7 Energy Saving Projects

IAW Paragraph C.3.4, *Energy and Water Efficiency and Conservation*, the following projects have been implemented by the Government for conservation purposes.

- There are no energy savings projects associated with the utility system being privatized.

## J2.8 Service Area

IAW Paragraph C.4, *Service Area*, the service area is defined as all areas within the Fort Polk boundaries including the North Fort Polk and South Fort Polk areas.

## J2.9 Off-Installation Sites

There are no natural gas components to be privatized at the two off-installation sites (Peason Ridge and Toledo Bend).

## J2.10 Specific Transition Requirements

IAW Paragraph C.13, *Operational Transition Plan*, **Table 9** provides a list of service connections and disconnections required upon transfer.

**TABLE 9**  
 Service Connections and Disconnections  
*Natural Gas Distribution System, Fort Polk, Louisiana*

Location	Description
There are no known service connections or disconnections required upon transfer of the Fort Polk Natural Gas Distribution System.	
	<b>A significant transition requirement pertains to obtaining Special Use Permit Agreements (SUPAs) from the U.S. Forrest Service for utility components installed on Forrest Service lands. As suggested in Paragraph J2.1.4 above, the Contractor should expect a recurring fee associated with these SUPAs.</b>

## J2.11 Government Recognized System Deficiencies

**Table 10** provides a list of Government recognized deficiencies. The deficiencies listed may be physical deficiencies, functional deficiencies, or operational in nature. If the utility system is sold, the Government will not accomplish a remedy for the recognized deficiencies listed. The Offeror shall make a determination as to its actual need to accomplish and the timing of any and all such deficiency remedies.

Physical and functional deficiencies may require capital to be invested in the system. If any deficiency remedy requires a capital upgrade project, the capital upgrade project shall be proposed according to the following:

- Capital upgrade projects required to bring the system to standard shall be proposed under Schedule 3 – Initial Capital Upgrade(s)/Connection Charge(s).
- Capital upgrade projects required to replace system components shall be proposed in the first years of Schedule 2 – Renewals and Replacements – 50-Year Schedule, and the cost

factored into Schedule 1 – Fixed Monthly Charge, for Renewals and Replacements as part of CLIN AA.

- Transition costs shall be proposed as a one-time cost and shall be treated similar to a capital project and included in Schedule 3 – Initial Capital Upgrade(s)/Connection Charge(s).
- Improvements proposed in the operational component of the work shall be included in Schedule 1 – Fixed Monthly Charge as part of CLIN AA.

**TABLE 10**  
 System Deficiencies  
*Natural Gas Distribution System, Fort Polk, Louisiana*

<b>System Component</b>	<b>Deficiency Description</b>	<b>To Be Accomplished</b>
Secondary Meters	Three secondary meters are not currently functional. Probable cause is oversized meter with respect to gas consumption. Replace meters with adequately sized meters.	Year 1 & 2