

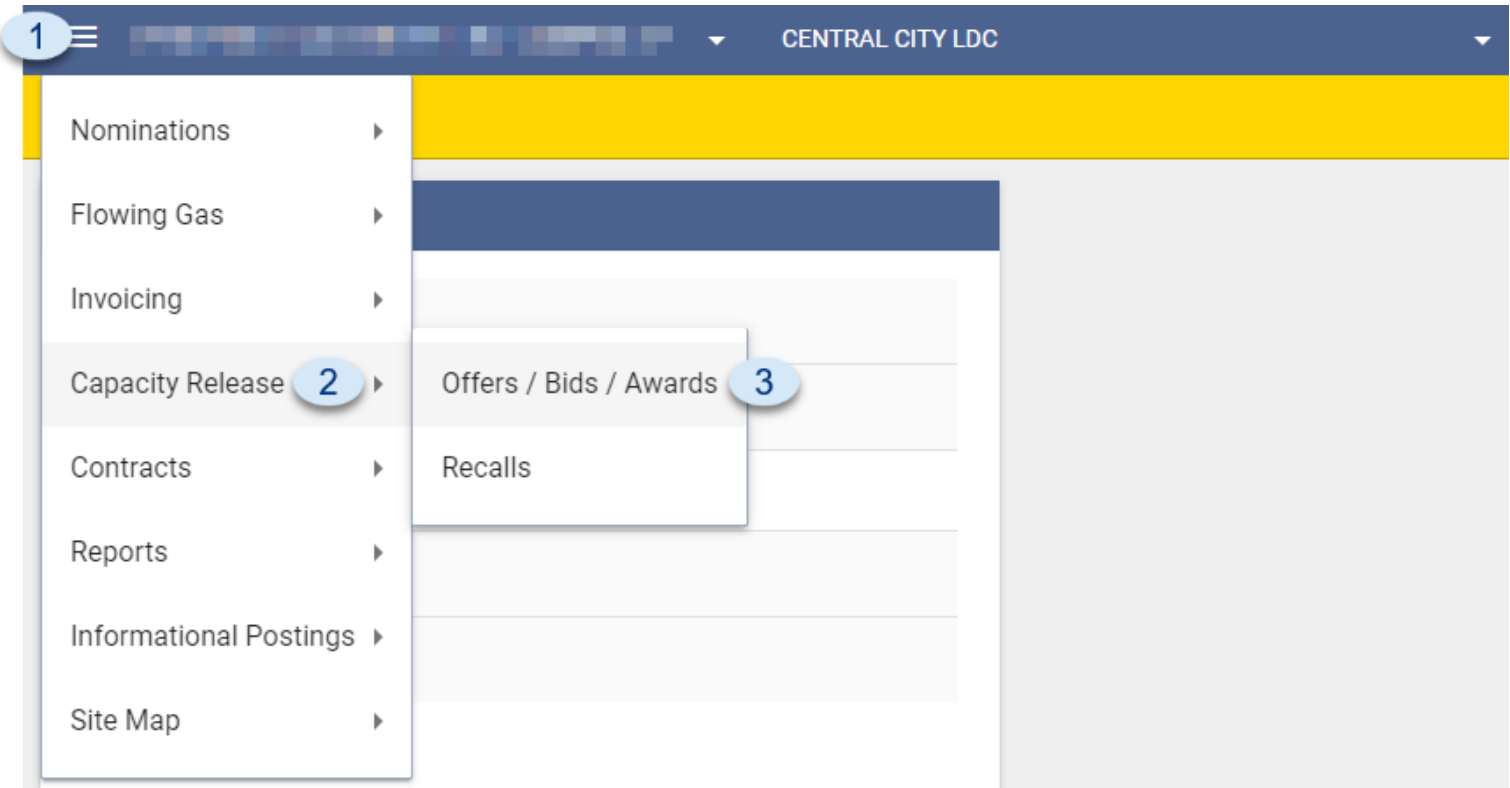


Messenger+
Capacity Release
Create A New Biddable Offer

Create A New Biddable Offer



Messenger+ comes with a built-in, efficient, multi-step **Wizard** to assist you with creating new offers. Follow these steps to **Create a New Biddable Offer**.



1. To create a new **Biddable Offer**, select the **Customer Activities Menu** .

2 & 3. Select **Capacity Release** and **Offers/Bids/Awards**.

Create A New Biddable Offer, cont.



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5

6

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CREATE NEW OFFER


Offer #: Rel K: 67356 Rel Name/ID: Central City LDC (15852) Rate Sched: Rel Start Dt: Rel End Dt: Pre-Arr Bidder BA/ID: Non-Prearranged

Select Releasing Contract

Svc Req K	Rate Schedule	Status	Svc Req Name	Begin Date	End Date	Replacement Contract Ind
<input type="radio"/> 67358	FLEXIBLE STORAGE	EXECUTED	Central City LDC	04-01-2019	03-31-2025	
<input type="radio"/> 67357	FLEXIBLE STORAGE	EXECUTED	Central City LDC	04-01-2019	03-31-2025	
<input checked="" type="radio"/> 67356	ENHANCED FIRM TR...	EXECUTED	Central City LDC	01-30-2014	03-31-2025	

VIEW STATIC DATA

CANCEL NEXT

4. Select the **Options Menu** in the **Top Right** of the screen.
5. Select the **New** button to begin creating your new **Offer**.
-  This launches the **Wizard**, which will walk you through **Creating your Offer in Messenger+**.
6. Select the radio button for the **Releasing Contract**.
7. Click the **NEXT** button to continue to the next step in the **Wizard**.

Create A New Biddable Offer, cont.



CREATE NEW OFFER

Offer #:

Rel K:

67356

Rel Name/ID:

Central City LDC (15852)

Rate Sched:

EFT

Rel Start Dt:

10/01/2021

Rel End Dt:

10/31/2021

Pre-Arr Bidder BA/ID:

Non-Prearranged

Offer Details

Rel K *

67356

Rate Schedule

EFT

Max Offer Quantity K *

100

Min Offer Quantity K *

100

Note: When Max Offer Quantity K equals Min Offer Quantity K, denotes the releasing shipper will not accept bids for less than the full quantity

Offer Description

Capacity Release Example

Bid Evaluation Method *

NET PRESENT VALUE

Min Acpt Vol Pct

100

Release Term Start Date *

10-01-2021

Release Term End Date *

10-31-2021

Bid Period Days *

1

Business Day(s)

Release Term Start Time

9:00AM

Rel Acpt Bid Basis *

NON-IBR - ABSOLUTE DOLLARS AND CENTS PER UNIT BASIS

Minimum Term

Day(s)

Rate Form/Type *

RESERVATION

Bid Tie-breaking Method *

PIPELINE'S METHOD

VIEW STATIC DATA

BACK

NEXT

8. Enter the Contract Quantity's Min/Max Offer Amounts in the **Max Offer Quantity K & Min Offer Quantity K** fields.

9. If desire, enter an **Offer Description**.

10. Enter dates in the **Release Term Start Date & Release Term End Date** fields.

Fields with a red asterisk * are required. Assure that data is properly entered in all fields.

11. Click the **NEXT** button.

Create A New Biddable Offer, cont.



CREATE NEW OFFER

Offer #:

Rel K: 67356

Rel Name/ID: Central City LDC (15852)

Rate Sched: EFT

Rel Start Dt: 10/01/2021

Rel End Dt: 10/31/2021

Pre-Arr Bidder BA/ID: Non-Prearranged

Offer Details II

☒ Min Rate Disclosure

☐ Rel SR Contng

☐ Max Rate Indicator

☒ Stand-ain Offer

☐ Permanent Release Indicator

☐ Prearranged Deal Indicator

VIEW STATIC DATA

BACK

NEXT

12. Check any of the boxes that apply to this Offer, such as:

- **Min Rate Disclosure:** Check to display Minimum Rate. This indicator box defaults to checked.
- **Rel SR Contig:** Check to indicate that the Offer has a Releaser Shipper Contingency.
- **Max Rate Indicator:** Check to display Tariff Rate.
- **Stand-ain Offer:** Check to indicate Stand-Alone Offer. This indicator box defaults to checked.
- **Permanent Release Indicator:** Check to indicate that Offer is a Permanent Release.
- **Prearranged Deal Indicator:** Check to indicate that the Offer is a Prearranged Deal.

13. Click the

NEXT

 button.

Create A New Biddable Offer, cont.



CREATE NEW OFFER

Offer #:

Rel K:

67356

Rel Name/ID:

Central City LDC (15852)

Rate Sched:

EFT

Rel Start Dt:

10/01/2021

Rel End Dt:

10/31/2021

Pre-Arr Bidder BA/ID:

Non-Prearranged

Review Releaser Contact Information

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Releaser

Rel Contact *

Aaron Brown

11/80

Releaser Prop

15852

Rel Phone *

(713) 888-7777 ext.

20/30

Releaser Name

Central City LDC

Rel Fax

Rel Email *

aaron.brown@testcompany.comt

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VIEW STATIC DATA

SUBMIT AND SKIP WIZARD

BACK

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SUBMIT AND CONTINUE

14. The **Review Releaser Contact Information** screen displays the contact information of the person logged in and entering the Offer.

You may change this, if needed.

15. Click the **SUBMIT AND CONTINUE** button.

Create A New Biddable Offer, cont.



CREATE NEW OFFER

Offer #:

42565

Rel K:

67356

Rel Name/ID:

Central City LDC (15852)

Rate Sched:

EFT

Rel Start Dt:

10/01/2021

Rel End Dt:

10/31/2021

Pre-Arr Bidder BA/ID:

Non-Prearranged

Select Locations

16

MRPL

MDPL

☒ Contract locations only

☐ Selected locations only

	Code	Associated Group	Flow Dir Ind	Location Name	Location Type	State	County	Area Cd	G/T	Zone	P/S
<input checked="" type="checkbox"/>	12059		RECEIPT	GARFIEL...	PHYSICAL	Oklahoma	GARFIELD	FLD	Transmis...	FLD	Primary
<input type="checkbox"/>	63277		DELIVERY	ONE GAS,...	STORAGE	Kansas	RENO	FLD	Transmis...	FLD	Secondary
<input checked="" type="checkbox"/>	KP&LK		DELIVERY	KP&L KA...	PHYSICAL	Kansas	FRANKLIN	104.0	Transmis...	MKT	Primary

VIEW STATIC DATA

BACK

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NEXT

16. The **Select Locations** screen in the **Wizard**, displays all Primary and Secondary Locations on your Contract.

17. Select the **Receipt** and **Delivery** Locations.

18. Click the **NEXT** button.

Create A New Biddable Offer, cont.



CREATE NEW OFFER

Offer #:

42565

Rel K:

67356

Rel Name/ID:

Central City LDC (15852)

Rate Sched:

EFT

Rel Start Dt:

10/01/2021

Rel End Dt:

10/31/2021

Pre-Arr Bidder BA/ID:

Non-Prearranged

Location Quantities

Max Offer Qty-K

100

Min Offer Qty-K

100

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Loc	Associa Group	Location Name	Dir Flow	Billing Path P/S	Cap Type Loc	Max Offer Qty-Loc	Min Offer Qty-Loc	Area/Miles	G/T
12059		GARFIELD - ENABLE OKLAHOMA	RECEIPT	Primary		100	100	FLD	Transmission
KP&LK		KP&L KANSAS	DELIVERY	Primary		100	100	104.0	Transmission

	Max Offer Qty-Loc	Min Offer Qty-Loc
Total Receipt	100	100
Total Delivery	100	100

VIEW STATIC DATA


SUBMIT AND SKIP WIZARD

BACK

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SUBMIT AND CONTINUE

- 19. Enter the volumes for the Receipt and Delivery Max Offer Qty-Loc & Min Offer Qty-Loc volumes on the Location Quantities screen.**

 If the **Max Offer Qty-K** and **Min Offer Qty-K** fields are the same above, then you **only need to populate the Max Offer Qty-Loc field**. The Minimum volume fields will automatically populate when the Offer is saved.

20. Click the **SUBMIT AND CONTINUE** button.

Create A New Biddable Offer, cont.



CREATE NEW OFFER

Offer #: 42565

Rel K: 67356

Rel Name/ID: Central City LDC (15852)

Rate Sched: EFT

Rel Start Dt: 10/01/2021

Rel End Dt: 10/31/2021

Pre-Arr Bidder BA/ID: Non-Prearranged

Rates

Rate Form/Type

RESERVATION

Rel Acpt Bid Basis

NON-IBR - ABSOLUTE DOLLARS AND CENTS PER UNIT BASIS

Path	Usage (\$)	Max Trf Rate (\$)	Min Acpt Rate (\$)
12059 - KP&LK 2.0 Blks	0.0227	0.3083	0.2095
TOTALS 0 0 0			

** Usage rate is the Max Tariff Rate and is subject to change as the Tariff Rate changes.

** Path Rate Total: Market Component Rate is multiplied by the number of blocks of the release.

VIEW STATIC DATA

SUBMIT AND SKIP WIZARD

BACK

SUBMIT AND CONTINUE

21. On the **Rates** screen in the **Wizard**, enter the **Minimum Acceptable Rate** in the **Min Acpt Rate** field.
22. Click the

SUBMIT AND CONTINUE

 button.

Create A New Biddable Offer, cont.



CREATE NEW OFFER

Offer #:

42565

Rel K:

67356

Rel Name/ID:

Central City LDC (15852)

Rate Sched:

EFT

Rel Start Dt:

10/01/2021

Rel End Dt:

10/31/2021

Pre-Arr Bidder BA/ID:

Non-Prearranged

Recall/Reput Info

Recall/Reput

Capacity recyclable but not reputable

23

Comment/Terms

Insert Recyclable Comment

24

Recall Detail

25

☒ All Cycles

Recall Notif Timely

☒ Yes
 ☐ No

Recall Notif ID1

☒ Yes
 ☐ No

Business Day Indicator

☐ Yes
 ☒ No

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Recall Notif EE

☒ Yes
 ☐ No

Recall Notif ID2

☒ Yes
 ☐ No

Recall Notif Eve

☒ Yes
 ☐ No

Recall Notif ID3

☒ Yes
 ☐ No

Recall/Reput

YD/YR - Capacity Recyclable not reputable. The Terms are described/referenced in REF03. [when Recall/Reput box is checked]

NO - Capacity not recyclable [when Recall/Reput box is not checked]

Recall Notif Timely

Yes [When Recall Notif Timely Box is checked]

No [When Recall Notif Timely Box is not checked]

Recall Notif EE

Yes [When Recall Notif EE Box is checked]



No [When Recall Notif EE Box is not checked]

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SUBMIT AND REVIEW

23. Once on the **Recall/Reput Info** screen, select the appropriate value from the **Recall/Reput** dropdown list.

 You will **NOT** be able to **Recall** unless you indicate that on this screen.
24. Input a value in the **Comment/Terms** field.
25. Choose either the **All Cycles** checkbox to select all cycles, or select the appropriate “Yes/No” radio buttons to indicate whether a **Cycle is Recallable or not**.
26. Select the appropriate value for the **Business Day Indicator**.
27. Click the  button.

Create A New Biddable Offer, cont.



Central City LDC

Capacity Release > Manage Offers > Details Offer #: 42565 Offer Cond: INCOMPLETE Rate Form/Type: RESERVATION Biddable | Non-Prearranged PROJECT ONE SAVE

OFFER INFO OFFER DETAILS LOCATIONS RATES COMMENTS PREARR

Offers Details

General Information

Offer Number	Rate Schedule	Offer Description
42565	EFT	Capacity Release Example

Offer Condition

INCOMPLETE

24/40

Central City LDC

Capacity Release > Manage Offers > Details Offer #: 42565 Offer Cond: POSTED Rate Form/Type: RESERVATION Biddable | Non-Prearranged PROJECT ONE SAVE

OFFER INFO OFFER DETAILS LOCATIONS RATES COMMENTS PREARRANGED BID BID INFO

Offers Details

General Information

Offer Number	Rate Schedule	Offer Description
42565	EFT	Capacity Release Example

Offer Condition

POSTED

Rel K *

67356

Rel Req Post Date/Time

09-28-2021 13:35:38

28. On the **Capacity Release>Manage Offers>Details** screen review the Offer details selected via the Wizard, make any necessary changes and then click the **SAVE** button.

29. To **Post the Offer** choose the dropdown arrow next to the **Save** button and select **Post Offer**.

Once the Offer has been posted, the **Offer Cond** changes from **Incomplete** to **Posted**.