

## BASE CAMP AND LOGISTICS SCOPE OF SERVICES

PowerSouth is a generation and transmission electric cooperative that provides wholesale electric power to its 20 distribution members throughout Alabama and Northwest Florida. The scope of services to be provided pursuant to this RFP includes base camp and logistics services for one or more Participating Members in the wake of a Federally declared major disaster. Where PowerSouth elects to participate in the RFP for itself, it is also a "Participating Member." The selected Respondent will execute a Master Services Agreement ("MSA") with one or more Participating Members. If a Participating Member elects to activate Contractor under the MSA, the Participating Member will issue a Task Release (wherein Participating Member will be referred to as an issuing Member) with the specific details of the work. The Scope of Work described below provides the full scope of services that may be requested in a Task Release; however, a Task Release may describe less than all of the services described, as required by the issuing Member's specific needs.

### I. GENERAL

After a disaster, Contractor shall furnish all supervision, labor, parts, tools, materials, equipment, supplies, and transportation necessary to provide one or more base camp locations at a capacity ranging from 150 to 1,500 individuals, depending on the issuing Member's specific needs. The issuing Member shall provide specific information as to the available locations for the base camp site(s).

Contractor shall provide food and water, electricity, sleeping, and washing facilities as needed for the issuing Member's employees, contractors, and Mutual Aid personnel on a temporary basis. Contractor shall be required to maintain a sanitary and healthy environment in accordance with the issuing Member's guidelines and regulations per base camp location.

Contractor shall also furnish and maintain hand sanitizing dispensers outside the entrance to each tent or trailer and as is reasonably necessary within each tent or trailer to prevent the spread of disease, such as COVID-19. Sanitizing dispensers and hand sanitizer must be included in Respondent's pricing and will not be separately invoiced.

### II. MOBILIZATION AND DEMOBILIZATION

#### *A. Mobilization*

The base camp(s) must be fully operational within 72 hours after Contractor receives a Task Release from the issuing Member. Issuing Member and Contractor may agree on a longer or shorter activation time per the Task Release.

#### *B. Demobilization*

The issuing Member shall provide Contractor with 48-hours advanced notice that base camp services will no longer be needed and can be demobilized.

### III. BASE CAMP FACILITIES

#### *C. Utilities*

Each base camp must be self-sufficient with regards to supplying electricity, water, and sewage services.

Contractor shall be required to furnish each base camp site with minimum voltage electrical outlets per the needs of the issuing Member. Contractor should expect to provide electrical outlets that meet the issuing Member's specific needs for any tents or trailers requested by the issuing Member (discussed below). Contractor may use the details below as a baseline for each issuing Member's minimum needs.

### 1. Base Camp Lighting

Contractor shall be required to furnish one outdoor light tower per 125 people per base camp location. This is a minimum requirement—more may be requested by the issuing Member. Contractor shall be required to furnish appropriate lighting and controls in all tent facilities.

### 2. Communications

Contractor shall be required to furnish the entire base camp with Wi-Fi Internet and cell phone capability. Contractor shall be required to furnish a portable antenna telescopic mast or other communication-type equipment as needed by the issuing Member for each base camp location. Contractor shall also furnish a public address system to cover the entire camp at each base camp location.

### 3. Security

Contractor shall furnish a six-foot minimum height temporary fence topped with barbed wire or razor wire around each camp as required by the issuing Member. Contractor will provide anywhere from two to four access gates for each base camp site, depending on the base camp size.

The Contractor will provide all necessary security, including:

- The Contractor will be responsible for providing security personnel on-site for purposes of patrol, maintaining order, access control, and coordinating with law enforcement on security issues. The Contractor may, if desired, independently contract directly with off-duty law enforcement personnel for all or part of these services.
- The Contractor must secure all pre-staged equipment and equipment once the site is established.
- All Contractor personnel MUST display company photo ID at all times while on the site.
- The Contractor will be required to provide photo ID for each base camp resident as they register on-site.
- The Contractor will check ID during meal periods.

### D. Registration

Contractor will provide one registration table with two staff persons per 100 individuals expected to utilize the base camp location. Contractor staff shall check photo ID for each registrant and, if requested by issuing Member, provide a photo ID which registrants must display at all times while on site. Contractor staff shall also provide registrants bunk assignments and other important logistical information about base camp operations at the time of registration.

### E. Housing

Contractor will provide temporary “hot bunk” accommodations for 90% of the total population being housed at each base camp location. Respondents may propose tents, trailers, or both. The below temporary accommodation specifications are subject to change by each issuing Member:

- Tent Size: Contractor and issuing Member shall agree on the appropriate size for all large, hot bunk tents depending on the size of the base camp.
- Flooring: Contractor shall provide minimum height flooring for any tent not over a concrete foundation.
- Doors: Contractor shall be required to furnish sufficient double doors on each side of the large tents as needed to facilitate the safe egress of all occupants should an evacuation be warranted.
- HVAC: Contractor shall provide heating, ventilation, and air conditioning and environmental control units for each tent.
- Lighting and Controls: Contractor shall be required to furnish appropriate lighting and controls in all tent facilities.

- Power Outlets: Contractor shall be required to furnish at least two 110 volt electrical outlets per bunk for all housing tents. The number of outlets needed and the minimum voltage for each outlet may be adjusted by issuing Member.
- Beds: In these large tent facilities, Contractor shall provide one cot for every two individuals being housed.
- Chairs: If bunk beds are used, Contractor shall also provide one chair for every upper bunk in the tent.
- Lockers: Contractor shall furnish each tent with full-size, 18-inch wide, metal wardrobe lockers with supplied keyed padlock, per person.
- Linens: Contractor shall be required to furnish all bedding including pillows. If trailers are used, the accommodations should be comparable to that listed above.

Contractor shall provide temporary smaller tent or trailer accommodations for the remaining 10% of the population being housed at each base camp location.

- Tent Size: Each small tent should accommodate eight to ten individuals, and Contractor shall provide one cot for every individual being housed.
- Flooring: Contractor shall provide minimum height flooring for any tent not over a concrete foundation.
- Doors: Contractor shall provide at least one door per tent for the small housing tents.
- HVAC: Contractor shall provide HVAC and environmental control units for each small tent as needed by each issuing Member.
- Lighting and Controls: Contractor shall be required to furnish appropriate lighting and controls in all tent facilities.
- Power Outlets: Contractor shall be required to furnish at least two 110 volt electrical outlets per bunk for all housing tents. The number of outlets needed and the minimum voltage for each outlet may be adjusted by issuing Member.
- Chairs: If bunk beds are used, Contractor shall also provide one chair for every upper bunk in the tent.
- Lockers: Contractor shall furnish each small tent with full-size, 18-inch wide, metal wardrobe lockers with supplied keyed padlock, per person.
- Linens: Contractor shall be required to furnish all bedding including pillows. If trailers are used, the accommodations should be comparable to that listed above.

### 1. Wash Stations

Contractor shall be required to furnish and maintain hand wash stations to accommodate anywhere from 150 to 1,500 persons, as indicated in the Task Release. There is a minimum of one four-spigot hand wash station per forty people per base camp site.

### 2. Portable Toilets

Contractor shall be required to furnish and maintain portable toilets to accommodate anywhere from 150 to 1,500 persons, as indicated in the Task Release. There is a minimum of one portable toilet for every twenty individuals.

### 3. Shower Trailers

The following are minimum requirements for shower-related facilities:

- One shower per ten persons.
- One sink per ten persons.

- Two towels per day and one toiletry kit per week per person. Disposable towels are not acceptable.

## *F. Miscellaneous Tents or Trailers*

Contractor may be asked to provide tents or trailers to cover various services, including medical, communications, recreational, etc. Below are examples of tents Contractor may be asked to provide. Comparable trailers may be provided in the alternative where indicated. The actual tents or trailers needed to meet the issuing Member's needs may vary and will be included in a Task Release issued to Contractor. Each issuing Member will include in its Task Release a table substantially similar to the one provided below summarizing its tent needs.

### *1. Medical Tent*

Contractor shall provide at least one 60 x 60 ft. medical tent in each base camp to treat minor ailments. Contractor should provide the medical tent with minimum height flooring if the medical tent is not over a concrete foundation, HVAC units, and lighting and controls. The medical tent should also include a minimum of twenty cots, two 110-volt electrical outlets per cot, four tables and eight chairs, and two sets of linens per cot.

Contractor shall also provide two staff members for each medical tent (e.g., licensed practical nurse or registered nurse).

### *2. Communications Tent or Trailer*

Contractor shall provide at least one 20 x 30 ft. communications tent in each base camp. Contractor should provide the communications tent with minimum height flooring if the tent is not over a concrete foundation, HVAC units, and lighting and controls. Contractor is expected to provide at least thirty 110-volt electrical outlets and eight tables with twelve chairs.

### *3. Recreation Tent*

Recreation tent should comfortably house at least 25% of the camp's population. Contractor should provide the recreation tent with minimum height flooring if the tent is not over a concrete foundation, HVAC units, and lighting and controls. Contractor is expected to provide enough tables and chairs to accommodate 25% of the base camp population. Contractor shall also provide up to four large screen televisions and twelve internet capable computers (with enough electrical outlets to adequately support these items) along with appropriate chairs and tables. Contractor shall also provide at least one refreshment station with drinks (coffee, water, soft drinks) and snacks per recreation tent.

### *4. Command Tent or Trailer*

Contractor may be required to provide at least one 20 x 40 ft command tent for each base camp location to house camp management and operational support personnel. Contractor should provide the command tent with minimum height flooring if the tent is not over a concrete foundation, HVAC units, and lighting and controls. Contractor will also provide at least thirty 110-volt electrical outlets, ten tables, forty chairs, and four partitions per command tent.

### *5. Dining Tents*

Contractor may be asked to provide one or more dining tents, the sizes of which will depend on the number of personnel being housed at an issuing Member's base camp site. Contractor should provide each dining tent with minimum height flooring if the tent is not over a concrete foundation, HVAC units, lighting and controls, and electrical outlets, tables, and chairs, the number of which will depend on the base camp population. Each dining tent must be equipped with double doors on each side of the tent as needed to facilitate the safe egress of all occupants should an evacuation be warranted.

### *6. Vehicle Maintenance Tents*

Contractor should provide at least one 40 x 60 ft. tent with heavy-duty flooring capable of withstanding the weight of vehicles on a portable hydraulic lift. The vehicle maintenance tent shall be equipped with a minimum of one 440-volt electrical outlet, one 220-volt electrical outlet, and ten 110-volt electrical outlets. Contractor shall also furnish a portable

hydraulic automobile lift capable of withstanding the weight of a full-size maintenance truck along with two heavy-duty, six-ton, portable automotive floor jacks, two large shop fans, and one 90psi-90cfm air compressor complete with a one hundred (100) foot hose with fittings.

Example of Table to be Provided in Issuing Member’s Task Release

SUMMARY OF REQUIRED HOUSING/TENTS PER BASE CAMP SITE/LOCATION											
	Quantity	Tent Size	Flooring Type	Doors (#)	HVAC or Fans	Tables (#)	Chairs (#)	Cots (#)	Trash Cans	Electrical Outlets	
HOUSING (large – hot bunk)	TBD by Contractor	TBD by Contractor	Wood	1 door per side	HVAC	30	1 per top bunk	1 per 2 persons	1 per 40 persons	110V	20
										220V	4
HOUSING (small)	TBD by Contractor	TBD by Contractor	Wood	Yes	HVAC	None	1 per cot	10	1 per tent	110V	2 per cot
MEDICAL	1	60’ × 60’	Wood	Y	HVAC	4	8	20	1	110V	40
COMMUNICATIONS	1	20’ × 30’	Wood	Yes	HVAC	8	12	No	1	110V	30
RECREATION	1	TBD by Contractor	Wood	2 per side	HVAC	TBD by Contractor	TBD by Contractor	No	TBD by Contractor	110V	TBD by Contractor (min 100)
COMMAND	1	20’ × 40’	Wood	Yes	HVAC	10	40	No	1	110V	30
VEHICLE MAINTENANCE	1	40’ × 60’	Heavy Duty	2 per side	Fans	4	8	No	1	110V	10
										440V	1
										220V	1
DINING	TBD	TBD by Contractor	Wood (unless on concrete)	2 per side	HVAC	TBD by Contractor	TBD by Contractor	No	TBD by Contractor	TBD by Contractor	

Note: If an asphalt or concrete foundation is not available, raised wooden flooring is required.

#### IV. BASE CAMP SERVICES

##### A. Meals and Catering

Contractor shall provide catering services to feed anywhere from 150 to 1,500 persons per day (as indicated in the Task Release), operational up to 24 hours a day. Contractor shall provide and maintain at least one or more dining facilities with multiple feedings per day.

Contractor shall provide three hot meals: breakfast from 4:00 AM until 10:00 AM (0400-1000); lunch from 11:00 AM until 2:00 PM (1100-1400); and dinner from 4:00 PM until 8:00 PM (1600-2000). Additionally, Contractor shall provide a 24-hour operating grill. Contractor shall provide enough tables and chairs to accommodate each base camp’s population.

Contractor shall provide ice machines that will provide five pounds of ice per person. Contractor shall provide ice machines for base camp operations, dining facilities, and recreational facilities, if requested by the issuing Member.

##### 1. Meals

Contractor shall provide a rotating menu that offers variety of hot and cold meal options at each of the three meals in addition to the 24-hour operating grill. The general requirements for the types of meals that should be served is provided in the table below. This table is provided as an example only.

MEAL REQUIREMENTS				
	Breakfast	Lunch	Dinner	24-Hour Grill
Hot options	Two hot options daily. (examples: breakfast tacos; breakfast biscuits (eggs, meat, cheese); eggs, bacon/sausage/or ham, with potatoes; and/or pancakes/French toast/or waffles, with syrup)	Two hot options daily. (examples: barbecue, baked potatoes with trimmings, pizza, variety of soups, and/or any options listed under the 24-hour grill at right)	Two hot options daily. (examples: meatloaf, baked/roast chicken, chicken-fried chicken/steak w/ gravy, a fish entrée, a pasta entrée (e.g., spaghetti & meat sauce), chicken parmesan, barbeque, and/or any options listed under the 24-hour grill at right.)	A limited selection of three or four hot options, such as: <ul style="list-style-type: none"> <li>▪ Hamburgers w/trimmings</li> <li>▪ Grilled chicken sandwich</li> <li>▪ Fried chicken tenders</li> <li>▪ Grilled cheese sandwiches</li> </ul>
Cold options	Two or more cold options daily. (examples: variety of cereals, breakfast breads, instant oatmeal, and/or a variety of breakfast breads: Danish/muffins/bagels/etc.)	Two or more cold options daily. (examples: deli-style sandwiches, variety of salads)	Two or more cold options daily. (examples: deli-style sandwiches, variety of salads)	One or two cold options, such as: <ul style="list-style-type: none"> <li>▪ Deli-style sandwiches (e.g., cold cuts &amp; cheese, tuna or chicken salad)</li> </ul>
Sides	A variety of fruit	A variety of side options daily. (examples: salads/dressings; bread/rolls; French fries or tater tots; chips; fruit)	A variety of side options daily. (examples: vegetables; rice or potatoes; bread/rolls; salads/dressings; fruit)	A limited selection of side options (e.g., French fries or tater tots, and chips.)
Beverages	<ul style="list-style-type: none"> <li>▪ Variety of juices</li> <li>▪ Coffee (regular and decaf)</li> <li>▪ Tea (variety of instant hot teas) <ul style="list-style-type: none"> <li>▪ Milk</li> <li>▪ Water</li> </ul> </li> <li>▪ Condiments (detailed at right)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Coffee (regular and decaf)</li> <li>▪ Tea (variety of instant hot teas) <ul style="list-style-type: none"> <li>▪ Carbonated soft drinks <ul style="list-style-type: none"> <li>▪ Milk</li> <li>▪ Iced tea</li> <li>▪ Water</li> </ul> </li> </ul> </li> <li>▪ Condiments: sugar and artificial sweetener packets, creamer, honey, lemon</li> </ul>		
Dessert	n/a	<ul style="list-style-type: none"> <li>▪ Cookies</li> </ul>	<ul style="list-style-type: none"> <li>▪ Some sweet treat (cake, cookies, etc.)</li> </ul>	

## 2. Snacks

Contractor shall furnish three snacks per individual per day. A varied assortment will include candy bars; peanut butter and crackers; cheese and crackers; energy bars; pretzels; trail mix; assorted fresh fruit; or similar.

Contractor shall provide eight sixteen-ounce bottles and two electrolyte replacement mixes per person, per day. Snacks, bottled water, and electrolyte mixes should be readily available for personnel to pick up and take with them as they head to their assignments daily.

## 3. Boxed Meals

Contractor shall furnish boxed meals for pick up by personnel as they head to their assignments throughout the day. The number of boxed meals will vary by issuing Member but will be detailed in the Task Release issued to Contractor.

When each meal is being served, a take-out, boxed substitution of the next meal should be available for employees to pick up. Contractor shall offer bottled water, milk, orange and fruit juices, iced tea and a variety of soft drinks for personnel to select when they pick up to go meals. Contractor shall offer coffee with to go cups and all appropriate condiments.

## B. Laundry

Contractor shall furnish and maintain laundry services for anywhere from 150 to 1,500 individuals, as indicated in the Task Release. Each issuing Member will include the details for laundry services in its Task Release, but at a minimum Contractor should expect laundry services for up to five pounds per day (in addition to towels and bedding), per person, with a 24-hour turnaround time.

### *C. Automotive Fuel*

Contractor shall furnish fuel tanker trucks to transport fuel for all issuing Member owned vehicles from the issuing Member's existing contract supplier(s), as necessary. Any specific requirements will be detailed in a Task Release issued to Contractor.

### *D. Pest Control*

Contractor shall provide vector control for rodents and snakes and other pests as needed.

### *E. Vehicles*

Contractor shall furnish four four-wheeler vehicles and two all-terrain utility vehicles with an open trunk per camp location.

## V. COVID-19 CONSIDERATIONS

Upon request, Contractor shall perform the Scope of Work taking all necessary and reasonable safety precautions to reduce the spread of COVID-19 in each base camp. This may include, e.g., reduced tent or trailer occupancy, accommodations for socially distanced dining, the provision of only boxed meals, etc.

Where possible, Contractor shall cause its personnel to follow all current guidelines and recommendations of the U.S. Centers for Disease Control as it pertains to COVID-19, including masking, hand washing, and social distancing.