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November 3, 2006

Illona A. Jeffcoat-Sacco, Executive Secretary  
North Dakota Public Service Commission  
State Capitol Building, Dept. 408  
600 East Boulevard  
Bismarck, ND 58505-0480

RE: SUPPLEMENTAL BILLING OF VACANT RENTAL PROPERTY (BVRP)  
APPLICATION  
CASE NO. PU-06-217

Dear Ms. Jeffcoat-Sacco:

Soon after receiving the company's October 20 supplemental Billing of Vacant Rental Property (BVRP) filing, commission staff informed the company that, even though the emailed electronic version of Attachment A was correct, the actual printout sent to the commission was flawed. Northern States Power Co. d/b/a Xcel Energy hereby submits another hard copy of Attachment A from its October 20 supplemental filing to the commission.

In addition, you will recall that company representatives met with landlords in September and presented the proposed BVRP tariff, provided written information, and answered various questions raised by attendees pertaining to the proposed tariff, billing, and general customer service issues. A concern raised at each forum was the absence of customer and landlord signatures on the Residential Tenant Authorization Form for Landlord to Start Service and the Residential Tenant Authorization Form for Landlord to Stop Service. It was felt that inserting signature lines would help ensure that the dates and terms of any start and stop authorizations were clearly understood by both tenant and landlord, and alleviate potential disputes.

The company has reformatted the voluntary forms to include a signature area, and has also inserted a disclaimer indicating that 1) these forms do not prevent or preclude the tenant from contacting Xcel Energy at any time to start or stop service, and 2) the form is to be completed when the tenant plans to start and plans to stop service.

The Company appreciates this input from its customers and believes these suggested revisions are beneficial. They were not discussed during the commission's Informal Hearing of October 12, and because of that were overlooked in the company's supplemental filing submitted October 20. Therefore, the revised voluntary BVRP Start and Stop authorization forms are submitted here (as Attachments B and C).

Thank you, and please call if you have any questions regarding this information.

Sincerely,

A handwritten signature in blue ink that reads "David H. Sederquist". The signature is written in a cursive style with a large initial "D".

DAVID H. SEDERQUIST  
SR. CONSULTANT, REGULATION & FINANCE  
NORTHERN STATES POWER CO. D/B/A XCEL ENERGY

Enclosures

**Northern States Power Company d/b/a Xcel Energy  
Electric and Gas Utility - North Dakota Jurisdiction  
Lock on Disconnect Fee Calculations**

Task #	TASK - DISCONNECT ELECTRIC SERVICE	Calculation	Actual Costs
E1	Labor charge - travel to premise	11.4 min. average travel time @ \$22.00/hr; 68.36% overhead rate	\$ 7.04
E2	Labor charge - disconnect electric meter, apply sleeves.	14.4 min average time to disconnect/read meter @ \$22.00/hr; 68.36% overhead rate	\$ 8.89
E3	Administrative charge to enter order.	6.0 min. @ \$18.00/hr.	\$ 1.80
E4	Vehicle charge.	25.8 min. per trip @ \$6.18/hr	\$ 2.66
		<b>Total</b>	<b>\$ 20.38</b>

Task #	TASK - CONNECT ELECTRIC SERVICE	Calculation	Actual Costs
E5	Labor charge - travel to premise	11.4 min. average travel time @ \$22.00/hr; 68.36% overhead rate	\$ 7.04
E6	Labor charge - connect electric meter, remove sleeves.	14.4 min average time to disconnect/read meter @ \$22.00/hr; 68.36% overhead rate	\$ 8.89
E7	Administrative charge to enter order.	6.0 min. @ \$18.00/hr.	\$ 1.80
E8	Vehicle charge.	25.8 min. per trip @ \$6.18/hr	\$ 2.66
		<b>Total</b>	<b>\$ 20.38</b>

Task #	TASK - DISCONNECT GAS SERVICE	Calculation	Costs
G1	Labor charge - travel to premise	11.4 min. average travel time @ \$27.88/hr; 68.36% overhead rate	\$ 8.92
G2	Labor charge - disconnect gas meter	33.6 min average time to disconnect/read meter @ \$27.88/hr; 68.36% overhead rate	\$ 26.29
G3	Administrative charge to enter order.	6.0 min. @ \$18.00/hr.	\$ 1.80
G4	Vehicle charge.	45.0 min. per trip @ \$7.00/hr	\$ 5.25
		<b>Total</b>	<b>\$ 42.25</b>

Task #	TASK - CONNECT GAS SERVICE	Calculation	Costs
G5	Labor charge - travel to premise	11.4 min. average travel time @ \$27.88/hr; 68.36% overhead rate; 25% chance of a 2 tr	\$ 11.15
G6	Labor charge - connect gas meter & relight pilot lights	48.6 min avg time to connect gas, pilot lights, read meter @ \$27.88/hr; 68.36% ovrhd rate, 25% chance of a second trip	\$ 47.53
G7	Administrative charge to enter order.	6.0 min. @ \$18.00/hr.	\$ 1.80
G8	Vehicle charge.	60 min. per trip @ \$7.00/hr; 2 trips, 25% chance of a second trip	\$ 8.75
		<b>Total</b>	<b>\$ 69.22</b>

Overhead rate reflects costs for pension, insurance, taxes, workers compensation, and vacation/sick time



## NORTH DAKOTA RESIDENTIAL TENANT AUTHORIZATION FORM FOR TENANT OR LANDLORD TO START SERVICE

### Tenant Instructions: Please read and complete the following:

1. The Tenant is responsible for payment of all electric and/or gas service used from the START date until Xcel Energy is notified to STOP such service. You may also contact Xcel Energy to START or STOP service at 1-800-895-4999, fax (1-800-892-0343), xcelenergy.com, or landlordagreement@xcelenergy.com.
2. By completing this form, you authorize the landlord/property manager to notify Xcel Energy to START your rental unit electric and/or gas service at the address listed below.
3. You should retain a copy of this form for your records.

**BOX A: START Service Date** \_\_\_/\_\_\_/\_\_\_

**Date Form Completed** \_\_\_/\_\_\_/\_\_\_

**Tenant Signature** \_\_\_\_\_

**Landlord Signature** \_\_\_\_\_

Note: The tenant signature does not prevent the tenant from contacting Xcel Energy to START utility service. The form is to be signed and dated only when tenant plans to take receipt and use utility service in the rental unit.

**BOX B: Tenant Name (Last, First, and Middle)**

**Other Adult(s) Residing in the Unit (optional)  
(Last, First, and Middle Name)**

\_\_\_\_\_

\_\_\_\_\_

email \_\_\_\_\_

email \_\_\_\_\_

email \_\_\_\_\_

email \_\_\_\_\_

**Box C:**

**Rental Address this START form Applies to:** \_\_\_\_\_ **Unit** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_ **Zip** \_\_\_\_\_ **Tenant Telephone** \_\_\_\_\_

**Landlord Company Name** \_\_\_\_\_ **Landlord Contact** \_\_\_\_\_

**Landlord Contact Phone** \_\_\_\_\_

**NOTE: Tenant will receive utility bills at the above address. Indicate an alternate billing mailing address if appropriate:**

**Address** \_\_\_\_\_ **Unit** \_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_ **Zip** \_\_\_\_\_

**Box D:**

**Tenant Current Address if Different than Box C:** \_\_\_\_\_ **Unit** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_ **Zip** \_\_\_\_\_ **Contact Telephone** \_\_\_\_\_

**Should we STOP Xcel Energy service at this address?** NO  YES  **Date Effective** \_\_\_/\_\_\_/\_\_\_

Note: By providing your email, you are granting Xcel Energy permission to electronically communicate with you regarding your rental electric and/or gas service. Xcel Energy does not sell or rent customer contact information to any outside organization. Xcel Energy will notify the Tenant if the Landlord has notified Xcel Energy to START service. Xcel Energy will notify the Landlord if the Tenant has notified Xcel Energy to START service.

**Landlord Instruction:** Fax (1-800-892-0343) completed Authorization Form within one business day or mail to Xcel Energy, Attn: Landlord Agreement Team, PO Box 8, Eau Claire, WI 54702-0008

For Xcel Energy use only

Date received \_\_\_\_\_

Form TA10042006

Owner ID \_\_\_\_\_



## NORTH DAKOTA RESIDENTIAL TENANT AUTHORIZATION FORM FOR TENANT OR LANDLORD TO STOP SERVICE

**Tenant Instructions: Please read and complete the following:**

1. The Tenant is responsible for payment of all electric and/or gas service used from the START date until Xcel Energy is notified to STOP such service. You may also contact Xcel Energy to START or STOP service at 1-800-895-4999, fax (1-800-892-0343), xcelenergy.com, or landlordagreement@xcelenergy.com.
2. By completing this form, you authorize the landlord/property manager to notify Xcel Energy to STOP your rental unit electric and/or gas service at the address listed below.
3. You should retain a copy of this form for your records.

**BOX A: STOP Service Date** \_\_\_/\_\_\_/\_\_\_

**Date Form Completed** \_\_\_/\_\_\_/\_\_\_

**Tenant Signature** \_\_\_\_\_

**Landlord Signature** \_\_\_\_\_

Note: The tenant signature does not prevent the tenant from contacting Xcel Energy to STOP utility service. The form is to be used when the tenant plans to stop receiving and using utility service in the rental unit.

**BOX B: Tenant Name (Last, First, and Middle)**

**Other Adult(s) Residing in the Unit (optional)  
(Last, First, and Middle Name)**

\_\_\_\_\_

\_\_\_\_\_

email \_\_\_\_\_

email \_\_\_\_\_

email \_\_\_\_\_

email \_\_\_\_\_

**Box C:**

**Rental Address this STOP form Applies to:** \_\_\_\_\_ **Unit** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_ **Tenant Telephone** \_\_\_\_\_

**Landlord Company Name** \_\_\_\_\_ **Landlord Contact** \_\_\_\_\_

**Landlord Contact Phone** \_\_\_\_\_

**Box D:**

**Tenant Forwarding or New Address:** \_\_\_\_\_ **Unit** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_ **Contact Telephone** \_\_\_\_\_

**Should we START Xcel Energy service at this address?** NO  YES  **Date Effective** \_\_\_/\_\_\_/\_\_\_

Note: By providing your email, you are granting Xcel Energy permission to electronically communicate with you regarding your rental electric and/or gas service. Xcel Energy does not sell or rent customer contact information to any outside organization. Xcel Energy will notify the Tenant if the Landlord has notified Xcel Energy to STOP service. Xcel Energy will notify the Landlord if the Tenant has notified Xcel Energy to STOP service.

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Date received \_\_\_\_\_

Form TAC10042006

Owner ID \_\_\_\_\_