

**DeSaye, Cara G.**

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**From:** DeSaye, Cara G.  
**Sent:** Wednesday, March 06, 2013 1:19 PM  
**To:** charlieking@snavely-king.com  
**Subject:** RFP 408.01.13.026 Northern States Power Electric Rate Increase Letter of Instruction for successful vendor  
**Attachments:** Letter of Instruction for successful vendor.pdf

Mr. King,

Attached is a letter containing instructions for your company as the successful bidder. I would like to point out the insurance and the approved vendor requirement. If you have any questions on becoming an approved vendor please direct them to me. All other questions regarding the case should be sent to Mike Diller, Director of Economic Regulation, at [mdiller@nd.gov](mailto:mdiller@nd.gov). His direct phone number is 701-328-4079.

We will begin the contracting process next week.

Thank you and Congratulations!

Cara DeSaye  
ND Public Service Commission  
600 E Boulevard Ave Dept. 408  
Bismarck ND 58505-0480  
701-328-4076  
[cdesaye@nd.gov](mailto:cdesaye@nd.gov)

STATE OF NORTH DAKOTA  
ND Public Service Commission  
600 E. Boulevard Ave. Dept. 408  
Bismarck, ND 58505  
701-328-2400

LETTER OF INSTRUCTION FOR SUCCESSFUL VENDOR

March 6, 2013

**SOLICITATION NUMBER AND TITLE: 408.01.13.026 Northern States Power  
Electric Rate Increase**

**OPENING DATE AND TIME: March 4, 2013, 2 P.M.**

Congratulations! The State of North Dakota through its Public Service Commission has announced its intent to award your company a contract for the solicitation referenced above.

You are instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until both your firm and the State sign the contract.

The terms of the solicitation and proposed contract require your firm to furnish the following prior to execution of the contract:

Certificate of Insurance with an Additional Insured Endorsement that meets the requirements of section 4.09 related to indemnification and insurance requirements.

- Certificate of insurance that meets the provisions of the attachment 2 related to indemnification and insurance.

Vendors must be approved by the North Dakota Secretary of State before contract award. Please visit <http://www.nd.govisos/businessserviregistrationsivendorhtml> for instructions.

Contract negotiations will be held primarily by email and conference call. Please contact the procurement officer with the name of the person who will be coordinating contract negotiations on behalf of your firm.

If you have any questions, please feel free to contact me.

Sincerely,



Cara DeSaye  
Procurement Officer  
PHONE: 701-328-4076  
FAX: 701-328-2410  
E-MAIL: [cdesaye@nd.gov](mailto:cdesaye@nd.gov)