

**CITY OF ALBERT LEA
ADVERTISEMENT FOR BIDS
CHEMICALS FOR YEAR 2026
BIDS CLOSE 3:00 P.M. DECEMBER 2, 2025**

The City of Albert Lea will receive sealed bids on the following items until 3:00pm December 2, 2025, at which time they will be publicly opened and read in the City Council Chambers. Bids should be sealed and marked "Chemical Bid" or "Fuel Bid". These should be sent or delivered to the City Clerk's office at 221 East Clark Street, Albert Lea, Minnesota 56007. Specifications and bidding information may be obtained online at www.cityofalbertlea.org or at the office of the City Engineer, City Center, 221 East Clark St., Albert Lea, Minnesota, 56007, Phone (507) 377-4325 or by emailing jsteinhauer@ci.albertlea.mn.us

ITEM A - Hydrofluosilicic Acid
ITEM B - Liquid Chlorine
ITEM C - Phosphate Inhibitor
ITEM D - Gasoline & Diesel Fuel

Items A - C listed in the advertisement will be awarded as one contract and Item D will be awarded as a separate contract. The City reserves the right to waive formalities and to accept any bid deemed to be most favorable to the interest of the City.

Ian Rigg
City Manager

November 8, 2025

ITEM A

HYDROFLUOSILICIC ACID

SPECIFICATIONS AND BIDDING INFORMATION

BIDS CLOSE 3:00PM DECEMBER 2, 2025

1. Items A (Hydrofluosilicic Acid), B (Liquid Chlorine) and C (Phosphate Inhibitor) must be bid together and the bid will be based on the grand total of approximately 37,400 pounds of Hydrofluosilicic Acid, 18,000 pounds of Liquid Chlorine, and 3,600 gallons of Phosphate Inhibitor. Bids for only one or two of Items A, B and C will not be considered. Bid envelopes should be marked "Bid Opening – Chemical Bids" so that they are not opened in error.
2. Chemical Bids shall cover the City Water Department's requirements of Hydrofluosilicic Acid, Liquid Chlorine, and Phosphate Inhibitor for the period beginning January 1, 2026, and ending December 31, 2026.
3. Prices shall be quoted on bulk lots. Bidder shall quote price per 100 pounds, delivered to the Water Treatment Plants throughout the City.
4. The Hydrofluosilicic Acid solution shall contain an average of 25 percent Hydrofluosilicic Acid by weight.
5. The Hydrofluosilicic Acid furnished will be used in the fluoridation of the City's water supply and must meet the requirements of the Minnesota Department of Health.
6. Each order will be for approximately 300 gallons (3,000 pounds).
7. Successful bidder shall deliver Hydrofluosilicic Acid independently after the City shows the driver the locations for the first delivery.
8. Successful bidder will maintain existing chemicals feed equipment for cost of parts only.

ITEM B

LIQUID CHLORINE

SPECIFICATIONS AND BIDDING INFORMATION

BIDS CLOSE 3:00PM DECEMBER 2, 2025

1. Items A (Hydrofluosilicic Acid), B (Liquid Chlorine) and C (Phosphate Inhibitor) must be bid together and the bid will be based on the grand total of approximately 37,400 pounds of Hydrofluosilicic Acid, 18,000 pounds of Liquid Chlorine, and 3,600 gallons of Phosphate Inhibitor. Bids for only one or two of Items A, B and C will not be considered. Bid envelopes should be marked "Bid Opening – Chemical Bids" so that they are not opened in error.
2. Chemical Bids shall cover the City Water Department's requirements of Hydrofluosilicic Acid, Liquid Chlorine, and Phosphate Inhibitor for the period beginning January 1, 2026, and ending December 31, 2026.
3. Liquid Chlorine shall be in 150 pound cylinders.
4. Price bid shall be per CWT, delivered f.o.b. to the City Water Plants at various locations throughout the City. The price shall include the freight costs for return of the empty cylinders or containers.
5. Chlorine is to be used by the Water Plants as a health guard precaution; therefore, chlorine furnished must be pure and meet with the requirements of the State of Minnesota Department of Health.
6. Chlorine cylinders and valves shall meet all safety standards, with the City having the right to change suppliers should the lack of maintenance of cylinders be deemed hazardous to safety of employees.
7. Successful bidder shall deliver the Chlorine cylinders independently after the City shows the driver the locations for the first delivery.
8. Successful bidder will maintain existing chemicals feed equipment for cost of parts only.

ITEM C

Phosphate Inhibitor

SPECIFICATIONS AND BIDDING INFORMATION

BIDS CLOSE 3:00PM DECEMBER 2, 2025

The City of Albert Lea wishes to take bids for a blended phosphate inhibitor used in the City's municipal water supply for the purpose of corrosion control; mainly lead and copper. A secondary purpose would be to sequester small amounts of iron. The bid is to cover the City's needs for product from January 1, 2026, to December 31, 2026. The product must meet the following specifications and conditions.

1. Items A (Hydrofluosilicic Acid), B (Liquid Chlorine) and C (Phosphate Inhibitor) must be bid together and the bid will be based on the grand total of approximately 37,400 pounds of Hydrofluosilicic Acid, 18,000 pounds of Liquid Chlorine, and 3,600 gallons of Phosphate Inhibitor. Bids for only one or two of Items A, B and C will not be considered. Bid envelopes should be marked "Bid Opening – Chemical Bids" so that they are not opened in error.
2. Chemical Bids shall cover the City Water Department's requirements of Hydrofluosilicic Acid, Liquid Chlorine, and Phosphate Inhibitor for the period beginning January 1, 2026, and ending December 31, 2026.
3. Phosphate Inhibitor must contain 30% polyphosphate and 70% orthophosphate and shall not contain zinc.
3. Product shall be in liquid form and will be delivered in bulk quantities of approximately 300 gallons per order. Drums and barrels will not be considered bulk delivery. Successful bidder shall deliver to delivery sites independently after the City shows the driver the locations after the first delivery.
4. Material Safety Data Sheet shall accompany the bid. Product shall have no injurious effect on employees handling the product.
5. Phosphate inhibitor shall be bid price per pound, including delivery to three treatment plant sites. Bid shall be based on product weight of 11.4 pounds per gallons.
6. Bidders shall furnish all pertinent information of the product being bid. Information being brand name of the product, make up of product such as pH. phosphate, polyphosphate, orthophosphate content as PO₄, shelf life and solubility.
7. The City of Albert Lea reserves the right to change suppliers if, after a reasonable amount of time, the product does not prove successful in corrosion control.
8. Successful bidder will maintain existing chemicals feed equipment for cost of parts only.

ITEM D

REQUIREMENTS OF GASOLINE AND DIESEL FUEL

SPECIFICATIONS AND BIDDING INFORMATION

BIDS CLOSE 3:00PM DECEMBER 2, 2025

The City of Albert Lea wishes to accept sealed proposals for the 2025 requirements for gasoline and diesel fuel. The delivery period shall be from January 1, 2026 to December 31, 2026. Bids must be submitted on the enclosed bid tabulation. Bid envelopes should be marked "Bid Opening – Fuel Bids" so that they are not opened in error.

PRODUCT IS REQUIRED AS FOLLOWS:

CITY GARAGE - 414 COMMERCIAL STREET

Unleaded Gasoline (10% Ethanol enriched): Minimum 87 Octane rating, estimated annual quantity 40,000 gallons, delivered to a 15,000 gallon capacity tank at the City Garage.

D-grade Diesel Fuel and Arctic Diesel Fuel (or equal): Estimated annual quantity of 30,000 gallons of D-grade diesel and 15,000 gallons of Arctic Diesel Fuel (or equal), to be delivered to a 15,000 gallon tank at the City Garage.

WASTEWATER TREATMENT PLANT

Unleaded Gasoline: 10% Ethanol enriched minimum, 87 Octane rating, estimated annual quantity 2,000 gallons delivered on a "call" basis to a 1,000 gallon capacity tank on the Wastewater Treatment Plant site.

D-Grade Diesel Fuel: Estimated annual quantity of 3,000 gallons; and 4,500 gallons Arctic Diesel (or equal) to be delivered on a "call" basis to a 1,000 gallon tank on the Wastewater Treatment Plant site

#2 Diesel Fuel (Heating Oil): Estimated annual quantity of 5,000 gallons delivered on a "call" basis to a 5,000 gallon capacity tank on the Wastewater Treatment Plant site.

SUMMARY OF ESTIMATED QUANTITIES:

Unleaded Gasoline: 42,000 Gallons
40,000 - Garage
2,000 - Wastewater Treatment Plant

Diesel: 52,500 Gallons
45,000 - City Garage
7,500 - Wastewater Treatment Plant

#2 Diesel (Heating Oil) - 5,000 Gallons - Wastewater Treatment Plant

The City reserves the right to purchase on the open market loads of 7,500 gallons or less of any type of fuel.

BASIS OF PRICING:

The price quoted in the proposal shall be on a "cost-certified base, plus guaranteed fixed margin" basis. To the cost-certified base the following taxes and fees should be added:

	<u>Gasoline</u>	<u>Diesel</u>
MN State Tax	.326	
MN Inspection Fee	<u>.001</u>	<u>.001</u>
TOTAL	.327	.001

The Petroleum Tank Cleanup Fee of \$.02 per gallon will also be applied when applicable.

Cost of product should be based on prices effective at noon, on Friday, November 28, 2025. **Proof of wholesale base must be included with bid.** All adjustments from the price quoted shall be cost-certified from the price established November 28, 2025. The City of Albert Lea will continue to pay only previous delivery invoice price, unless effective date cost increases are certified. The fixed margin shall not change throughout the year. The successful bidder shall be prepared to submit a \$1,000 performance bond to assure that the terms will be complied with.

Award of contract will be based on total bid of overall estimated gallons.

BILLING AND PAYMENTS:

The City Council makes payments at their regular meeting on the second and the fourth Mondays of each month. Statements submitted by the Monday prior to the City Council meeting will be processed for payment at the next regular Council meeting.

BID PROPOSAL
CITY OF ALBERT LEA, MINNESOTA

2026 GASOLINE AND DIESEL FUEL

QUOTATIONS ACCEPTED UNTIL 3:00PM, DECEMBER 2, 2025

Location	DBH	Cost	Fixed Margin including freight	Total Cost
City Garage	Unleaded Gasoline			\$
City Garage	Diesel			\$
WWTP	Unleaded Gasoline			\$
WWTP	Diesel			\$
WWTP	#2 Diesel (Heating Oil)			\$
				\$

Company Name _____

Company Address _____

Signature of Bidder _____

Date

Printed Name _____

PROOF OF WHOLESALE BASE MUST BE INCLUDED WITH THE BID