



City of Galena
PO Box 149 - Galena, Alaska 99741-0149
(907) 656-1301 -- (907) 656-1769 Fax

Request for Bids

2026 Fuel Transfer from City Power Plant to Base Heat Plant

The City of Galena, Alaska is located on the Yukon River, approximately 300 miles west of Fairbanks, Alaska. The City of Galena operates the Base Heat Plant, that provides utility services for the Heat Power Plant. The City seeks to secure a contract with a responsible party to transfer 35,000-40,000 gallons of fuel from the City Power Plant to Base Heat Plant.

Description of Contract

The City of Galena requires 35,000-40,000 gallons of #1 Diesel fuel to be transferred from City Power Plant to the Base Heat Plant tanks. Fuel will be transferred from August 14, 2026, through September 15, 2026, as described below.

The Base Storage tanks 1 & 2 have a capacity of 30,000 gallons each. Tank 1 will need 30,000 gallons and Tank 2 will need 10,460 gallons.

Bidders shall hold all licenses and permits required by the State of Alaska for performance of the contracted activities. The successful bidder shall have commercial liability insurance with a policy limit of not less than \$100,000 and shall accept full responsibility for the fuel during transport, including responsibility for any fuel spills that may occur during the contracted activities.

Bids Submittal & Award information

Bidders shall state their bid on a fee per gallon transferred basis. Bidders must identify the means that they will use to transfer the fuel. Bids shall be submitted on a form obtained from the City Clerk. Bidders can request a form by phone (907) 656-1301 or by email at cityclerk@ci.galena.ak.us

Sealed bids must be submitted to City Clerk, City of Galena, P.O. Box 149, Galena, Alaska, 99741 by 4:00 PM on August 10, 2026. The envelope containing the bid must be clearly marked as: *2026 Fuel Transfer Bid Enclosed*

Bids will be evaluated and the successful bidder will be notified by August 12, 2026. Bids submitted by facsimile will be deemed non-responsive

THE CITY RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS AND TO WAIVE ALL FAILURES TO STRICTLY COMPLY WITH FORMAL REQUIREMENTS FOR SUBMISSION OF BIDS

Questions-

Please Contact Shanda Huntington, City Manager at (907) 656-1301 or by e-mail shuntington@ci.galena.ak.us .