



CITY OF WORTHINGTON

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CITY OF WORTHINGTON  
PUBLIC WORKS

## NOTICE TO INTERESTED PARTIES TO FURNISH QUOTE TO RENT AGRICULTURAL LAND LOCATED IN CITY LIMITS, WORTHINGTON, MN

1. Sealed proposals for the renting of Approximately 10 acres of agricultural land will be received by the City of Worthington, located at 303 Ninth Street, Worthington, MN until **11:00 A.M. MONDAY March 16, 2026** at which time quotes will be opened. An aerial photograph showing the designated agricultural area is attached to the Proposal Form and may also be viewed at the office of the Director of Public Works, 1530 Rowe Ave. Additional information, including an on-site inspection of the area may be obtained by contacting the Director of Public Works at 1530 Rowe Ave., Worthington, MN or by calling (507) 372-8650.

The complete proposal package is available at City Hall, the office of the City Clerk, 303 Ninth Street, Worthington, Minnesota 56187 or at the office of the Director of Public Works, 1530 Rowe Ave., Worthington, MN. The proposal must be submitted by the above specified time and date, on the prescribed proposal forms available with the specifications, in a sealed envelope clearly marked "Proposal to rent Olson Trust Ag Land" Quotes may be mailed or hand delivered to the office of the City Clerk, 303 Ninth Street, and P.O. Box 279, Worthington, Minnesota 56187.

The City reserves the right to reject any and all proposals and to waive any informalities.

Dated at Worthington, Minnesota this 4th day of February, 2026

Mindy Eggers  
City Clerk  
City of Worthington, Minnesota

## INSTRUCTIONS TO RESPONDENTS

1. **Basis of Quotes:** All quotes submitted will be on the terms and conditions set forth in these INSTRUCTIONS TO RESPONDENTS. The Specifications and any exhibits made a part of this CALL FOR QUOTES, a part of the INSTRUCTIONS TO RESPONDENTS, or a part of the Specifications.
2. **Form of Quote:**
  - A. Quote must be executed and submitted in the form of the attached proposal, and enclosed in a sealed envelope clearly marked "Proposal to Lease Olson Trust Ag Land".
  - B. Quote will be for a gross dollar amount. **No quote will be accepted which proposes a rental on a dollar per acre basis.**
3. **Performance Guarantee:** **A Performance Guarantee of \$ 100.00 in the form** of cash, cashier check or money order payable to the City of Worthington must accompany this quote. Failure to furnish the Performance Guarantee with quote will result in the quote to be considered a "NO QUOTE."
4. **Insurance Requirements:** The successful respondent will be required to provide a current Certificate of Insurance from his/her agent with minimum \$1,000,000 general liability insurance and also Worker's Compensation insurance, if required, by Minnesota State Statute **with the first annual payment of rent on April 1, 2024.** In addition, the City will require to be named as an additional insured on the general liability insurance policy and the Certificate of Insurance will so state. The successful respondent will be responsible for maintaining the same for duration of the lease.
5. **Changes in Specifications:** During the quoting period, the City of Worthington may advise the respondent(s) additions, omissions or alterations in the agricultural land lease covered by the proposal and such changes in the specifications will become part of the specifications as if originally included in the specifications.
6. **Date of Submission of quotes:** Quotes are to be delivered to the City Clerk, of the City of Worthington, Minnesota **no later than 11:00 AM. on Monday, March 16, 2026.** Quotes may be mailed or hand delivered to the office of the City Clerk, 303 Ninth Street, P.O. Box 279, Worthington, Minnesota 56187.
7. **Right to Rejection:** The City of Worthington reserves the right to reject any and all quotes, to waive any technical or formal defects therein.

8. Examination of Site: Respondents are encouraged to examine the lease site. Acres indicated are approximate. It is the respondent's responsibility to satisfy themselves regarding actual acreage.
9. Basis of Award: Award of the quote will be based on the gross dollar amount as a result of the "Sealed Proposal". It is the City's intent to award the quote to the responsible respondent with the highest dollar amount.
10. Notification of Award: The successful respondent will be notified of the intent to award the lease after the opening of the quotes pending approval of the City Council. Upon approval of the City Council, the successful quoter will be expected to properly and promptly execute the lease as shown as Exhibit A within this "Request for Quotes" in the office of the City Clerk of the City of Worthington, Minnesota. Failure to execute signing of the lease, to be effective April 1, 2026, within seven (7) days after the award will result in the forfeiture of the quote. Performance Guarantee as required within the Specifications, specifically Item # 3. Upon failure to execute, the City will consider whether to award to the next highest responsible respondent or to formally re-solicit quotes.

# SPECIFICATIONS

1. The agricultural land parcels consist of approximately **10 acres**.
2. Respondents are encouraged to personally examine the parcel by contacting the Director of Public Works at 1530 Rowe Ave., Worthington, Minnesota or by calling (507) 372- 8650, prior to submitting their quotes. Examination of the parcel will allow respondents to determine access to the parcel and to satisfy his/her determination of the acreage to base quote upon. Failure to examine the site/parcel prior to submitting quote will not be considered a plea of ignorance after the quotes are received and opened.
3. Respondents are encouraged to contact the Director of Public Works at (507) 372-8650 with any questions or concerns regarding estimated acres. Failure to address questions or concerns prior to submitting a quote will not be considered a plea of ignorance after the quotes are received and opened.
4. The agricultural land lease term will be for **Two (2) Crop years** and will commence on April 1, 2026 and terminate on February 28, 2028.
5. Rental will be on a cash basis.
6. Rental will be payable in cash at the Office of the City Clerk in City Hall, 303 Ninth Street in Worthington, Minnesota with the first year's annual quoted amount due and payable on April 1, 2026. Each year thereafter, the amount quoted will be payable on or before March, 1st<sup>of</sup> each subjacent year of the lease.
7. The quote amount must be submitted upon the conditions that the respondent understood they made the determination to either perform or not perform an on-site examination to familiarize himself/herself with (1) the location of the parcel, (2) access to the parcel, (3) the number of acres available to him/her and (4) all limiting factors applicable to the parcel and that he or she further has submitted his/her quote in light of these conditions. No plea of ignorance of conditions that exist on the parcel will be accepted as excuse for failure to perform any obligation contained on the agricultural land lease.
8. The successful respondent will be required to provide a Certificate of Insurance, from his/her agent a minimum \$1,000,000 general liability insurance and also Worker's Compensation insurance, if required by Minnesota State Statute, **with the first annual payment of rent on April 1, 2026**. In addition, the City will require to be named as an additional insured on the general liability insurance policy and the Insurance Certificate will so state. The successful respondent will be responsible for maintaining the same for the duration of the lease.

9. A performance guarantee of \$ **100.00** in the form of cash, cashier check or money order payable to the City of Worthington must accompany this quote. Failure to furnish the Performance Guarantee with quote will result in the quote to be considered a "**NO QUOTE.**" **Failure to enter into a lease agreement, to be effective April 1, 2026, (7) Days after approval of City Council will result in forfeiture of the performance guarantee.**
10. The performance guarantee of the unsuccessful respondents will be returned within ten days after the quote opening.
11. The respondent agrees to work cooperatively with the City of Worthington as to the location where equipment may remain on the property.
12. The respondent agrees, as the Lessee, to accept the responsibility to control and maintain the noxious weeds within the agricultural land parcel which they lease. The City reserves the right to enter the parcel and maintain the areas for which the Lessee is responsible and assess the cost of such maintenance to the Lessee in the event the Lessee does not maintain the noxious weeds as required. **The City will have the noxious weeds maintained if the problem has not been corrected within seven (7) days after the Lessee has been notified.**