

Find yourself next to the water.

ASHLAND

City of Ashland, Wisconsin
601 Main Street West — Ashland, WI 54806 — www.coawi.org

Property Owner LSL Grant Process to-do list: Date: _____

2020 Lead Pipe Replacement Grant Program

1. Contact Grant Administrator (Phil Wesner 715-292-2023) for an appointment to:
 - a. Confirm water service material supplying the property
 - i. If material is not lead the Grant is not available and process ends.
 - b. Complete & Sign
 - i. City / Property owner agreement
 - ii. Property Owner / Contractor agreement
 - iii. Property owner signature on 'Right of Way Permit' application
 - c. Obtain quotes from three (3) contractors from the list of 'prequalified contractors'.
 - d. Have the selected (in most cases the low bid) contractor **complete and sign** the 'Owner / contractor' agreement with the property owner. **If you pick the higher quote you will have to pay the difference directly to the selected contractor.**
 - e. Mail or drop box the following ***completed and signed*** documents to Phil Wesner, Ashland City Hall, 601 Main Street West, Ashland, WI. 54806.
 - i. PROPERTY OWNER / CONTRACTOR AGREEMENT with **all THREE quotes attached**
 - ii. PROPERTY OWNER PARTICIPATION AGREEMENT
 - iii. RIGHT OF WAY APPLICATION 2020
 - f. Wait for the 'final approval letter' from the Grant Administrator. Upon receipt you may schedule the work with your contractor. **Do not schedule work without the 'letter of final approval'.**
 - g. When the work is completed
 - i. The contractor will provide a 'Certificate of Completion'
 - ii. The contractor will send the signed 'Certificate of Completion' with the invoice to the LSL Grant Administrator for payment
 - iii. If you selected the high bidder; Contractor will bill the property owner directly for the difference between the low and high bid.
2. Grant Administrator
 - a. Will process the invoice for payment.

Note: Any disputes on workmanship or other related matters are between the Owner and Contractor. The City of Ashland is not an arbitrator between the parties.

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LEAD SERVICE REMOVAL/REPLACEMENT AGREEMENT 2020 (PROPERTY OWNER PARTICIPATION AGREEMENT)

PROPERTY OWNER(S): _____

PROPERTY ADDRESS: _____

THIS AGREEMENT is made by and between the CITY of ASHLAND (the "CITY") and the above named Property Owner (the "OWNER").

It has been determined that the above identified property has a private lead service associated with its water service from the ASHLAND WATER Utility.

NOW, THEREFORE, the Parties hereto do hereby agree in and to the following:

1. CONTRACTOR SELECTION. To obtain lead service removal funding from the CITY the Owner agrees to obtain Three (3) lead service removal quotes from lead service removal contractors that have been pre-approved by the CITY, which list shall be provided by the CITY. After obtaining three (3) quotes for the lead service removal, the Owner shall thereafter retain the services of the contractor with the lower of the three quotes.

The contractor selected must meet the following conditions in order to contract with a homeowner under this project:

- 1) Contractors and any subcontractors performing work as part of this project must be able to obtain a right-of-way permit to work in the City's right-of-way as described in Chapter 501 of the Ashland City Ordinances;
- 2) Contractors must be current on all financial obligations owed to the City before any contract is granted as described in Chapter 923 of the Ashland City Ordinances.

If the selected contractor, including subcontractors that will perform work under this project, does not meet the requirements of Chapters 501 and 923 of the Ashland City Ordinances, the City will require an additional quotation from a contractor from the pre-approved contractor list with award of contract to the contractor with the lower of the two quotes.

2. LIMITATIONS. Should the Owner select a pre-approved contractor who is not the lowest quote, the Owner shall be responsible for payment of the difference between the lowest quote and

Property Address: _____

CITY OF ASHLAND WISCONSIN

By: _____ date: _____

By: _____ date: _____

By: _____ date: _____

By: _____ date: _____

By: _____ date: _____