



Return to Tracy Taylor:

Via e-mail: ttaylor@ci.oshkosh.wi.us

Via mail: Department of Public Works
PO Box 1130
Oshkosh, WI 54903-1130

In person: Room 301, City Hall
215 Church Avenue

REQUEST FOR PRIVATE-SIDE LEAD SERVICE LINE REPLACEMENT

Application must be completed in full to be considered.

PRE-APPROVAL OF THE PROPERTY IS REQUIRED PRIOR TO COMMENCING WORK

Pre-approval of the Lead Water Service Replacement Project is required to confirm eligibility for reimbursement prior to commencing work (see attached consent form). Properties must be approved prior to the work being completed to ensure that Federal requirements for Endangered Species Review, Archeological/Historical Review, and Waterway/Wetland Review have been completed. Some properties may not be eligible for reimbursement due to these reviews or may require additional time to get through the process due to location and property history.

It is anticipated all work and final submittals to the City for reimbursement will be needed by the middle of November 2022.

HOUSEHOLD INFORMATION

Property Owner's Name: _____

Property Owner's Signature: _____

Property Address: _____

Mailing Address: _____
(if different than above) _____

Home Phone: _____ Cell Phone: _____

E-mail Address: _____

List all of the people living in this home and their dates of birth:

Are any members of the household currently pregnant? (Check one) Yes ___ No ___

Is the property owned by a business entity? (Check one) Yes ___ No ___

If yes, Davis-Bacon wage rate requirements may apply (see next page).

DAVIS-BACON WAGE RATE REQUIREMENTS

Funding for private-side lead water service line replacement is being provided by the U.S. Environmental Protection Agency. Therefore, the Federal Davis-Bacon wage rate requirements **will** apply in the following circumstance:

- The property is owned by a business entity (trust, LLC, etc.); will be using a plumbing/utility contracting firm that has employees (who are not owners of this firm); and an owner of that plumbing/utility contracting firm did not perform one hundred percent (100%) of the work.

Davis-Bacon wage rate requirements **will not** apply in the following circumstances:

- The property is owned by an individual or individuals.
- The property is owned by a business entity (trust, LLC, etc.) and an owner of the plumber or utility contractor completing the work completes one hundred percent (100%) of the work.
- The total cost of the LSL replacement is less than \$2,000.

The City of Oshkosh will assist in determining property ownership and whether or not the Davis-Bacon wage rate requirements apply.

The plumber/utility contractor must obtain a copy of the Davis-Bacon wage rate determination that is in effect when they sign the contract for the work that requires compliance with the Davis-Bacon wage rates, which must be submitted to the City with the reimbursement application form. The Davis-Bacon wage rates can be located at the following website:

<https://sam.gov/content/wage-determinations>. Under "I do not know the number", select "Public Building or Works" on the first screen and the construction type to be selected on the second screen is "**Residential**".

The plumber/utility contractor must also provide a certified payroll to the City on the U.S. Department of Labor's Payroll form with the reimbursement application form.



**LEAD SERVICE LINE REPLACEMENT
Endangered Species Review, Archeological/Historical Review, and
Waterway/Wetland Review Consent Form**

I consent to the review of my property for the purpose of determining eligibility requirements of the Lead Service Line Replacement program.

Property Owner's Name: _____

Property Owner's Signature: _____

Property Address: _____

Mailing Address: _____
(If different from above)

Home Phone: _____ Mobile Phone: _____

Email Address: _____

Has the Private-Side Lead Service Line Replacement been completed?
 NO YES Date Completed _____

Is the Private-Side Lead Service Line Replacement due to a leak?
 YES NO Reason for Replacement _____



Lead Service Line Replacement Information for 2022

The purpose of this document is to inform property owners of the potential existence of a lead water service line at your property and a City program available to help you replace it. Lead service lines and home plumbing are potential sources of lead in drinking water. Galvanized steel piping that was downstream of lead piping is also a significant source of lead. Lead is harmful to human health, particularly the health of small children and pregnant women. For this reason, the City of Oshkosh (City) uses corrosion control treatment at the water filtration plant to minimize the potential for lead in the City's drinking water.

To determine if your water service line is lead, you may contact a certified plumber, the City's Water Utility at (920)232-5330, or perform a self-inspection. To perform the self-inspection, simply take a metal tool, like a coin, and scratch the surface of the pipe protruding from the floor or wall prior to the water meter. If the pipe is easy to scratch and the scratched area is a shiny grey color, the pipe is made of lead. The figure below provides basic guidance for performing a self-inspection:

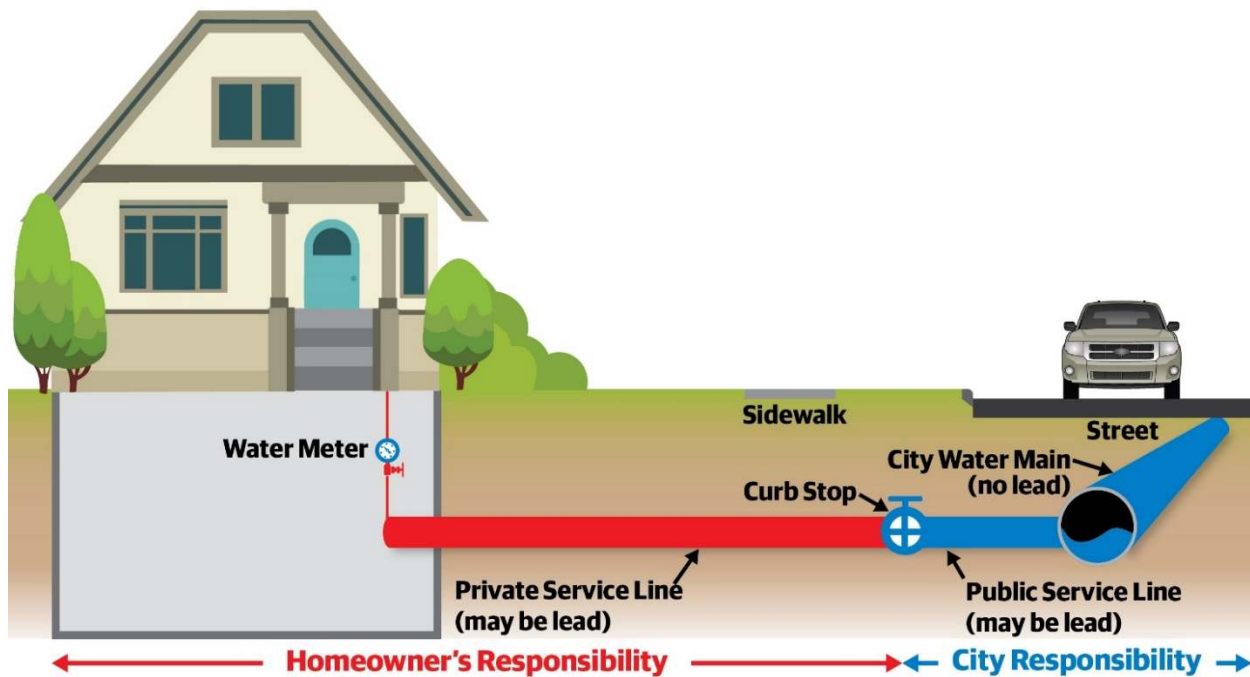


Recent studies have shown that replacing only a portion of a lead service line can increase the risk of lead exposure from drinking water to the occupants. As a result, the City has implemented policies and procedures to reduce the risk of lead exposure to its residents. The *Municipal Code of the City of Oshkosh* requires full Lead Service Line Replacement (LSLR), replacement of both the public and privately-owned lead service lines, within six (6) months of work on a lead water service line. The City applied for, and has been informed by the Wisconsin Department of Natural Resources (WDNR) that we will receive, a principal forgiveness loan from the WDNR to help reduce the cost to private property owners. The LSLR policy describes how the requirements of the Municipal Code are implemented. On January 23, 2018, the Common Council (Council) approved the "Lead Service Line Replacement Policy", which was amended by Council on January 11, 2022. This policy provides guidelines for cost sharing for the private-side LSLR, assuming the City receives funding from the WDNR. Generally, the policy provides a 50% cost share to a

maximum of \$2,000. For income-qualified property owners, the cost share is increased. Please note the reimbursement funds can only be used for costs associated with private homes, K-12 Schools, and licensed day cares. It does not cover costs for replacing private lead service lines to commercial or business properties, except in instances where a building contains both a business and a residence.

As the requirements for reimbursement eligibility continue to evolve, the City will be updating our procedures. Please visit the City’s website for additional information, as needed.

The City owns and is responsible for maintaining the water service line up to the curb stop (the first valve) off the water main. For a vast majority of residential properties, the curb stop is typically located in the terrace or in the sidewalk adjacent to the street. The water service line from inside your building out to the curb stop, known as the private service line, is owned and maintained by the property owner. If the private side is made of lead and replaced by the property owner, then the City will replace the public service line, if it is made of lead, as part of the Lead Service Line Replacement Policy.



The City has published a *Request for Qualifications* for plumbers/utility contractors interested in becoming prequalified to perform private-side LSLR. The list of prequalified plumbers/utility contractors is available on the Water Utility page of the City’s website (www.ci.oshkosh.wi.us). To get to the Water Utility’s page, on the home page, click on the pull-down menu labeled “Government”, then click on “Departments”, then click on “Public Works”, then click on “Water Utility”, and then click on “Plumbers/Utility Contractors Prequalified for the Lead Service Lateral Replacement Program”. Property owners should attempt to obtain at least two (2) quotations from the plumbers/utility contractors on that list and contract directly with one (1) of the plumber/utility contractors on that list to have the private-side lead water service lateral replacement completed.

Funding for private-side LSLR is being provided by the EPA. Therefore, in some cases, the Federal Davis-Bacon wage rate requirements will apply to the plumbing/utility contracting firm performing this work.

The Federal Davis-Bacon wage rate requirements **will** apply in the following circumstance:

- The property is owned by a business entity (trust, LLC, etc.); will be using a plumbing/utility contracting firm that has employees (who are not owners of this firm); and an owner of that plumbing/utility contracting firm did not perform one hundred percent (100%) of the work.

Davis-Bacon wage rate requirements **will not** apply in the following circumstances:

- The property is owned by an individual or individuals.
- The property is owned by a business entity (trust, LLC, etc.) and an owner of the plumber or utility contractor completing the work completes one hundred percent (100%) of the work.
- The total cost of the LSL replacement is less than \$2,000.

The City of Oshkosh will assist in determining property ownership and whether or not the Davis-Bacon wage rate requirements apply.

The plumber/utility contractor must obtain a copy of the Davis-Bacon wage rate determination that is in effect when they sign the contract for the work that requires compliance with the Davis-Bacon wage rates, which must be submitted to the City with the reimbursement application form. The Davis-Bacon wage rates can be located at the following website: <https://sam.gov/content/wage-determinations>. Under "I do not know the number", select "Public Building or Works" on the first screen and the construction type to be selected on the second screen is "Residential".

The plumber/utility contractor must also provide a certified payroll to the City on the U.S. Department of Labor's Payroll form with the reimbursement application form.

The cost-sharing reimbursements through the grant will be available to the residents that utilize the plumbers/utility contractors on the prequalified list of plumbers/utility contractors. In order to qualify for the cost sharing, the following requirements must be met:

- Property owners shall complete the Water Service Line Inspection. The inspection must be done by a licensed plumber or the City Water Utility. The Water Utility will complete the survey for no charge. This is done to determine if the private service line is made of lead.
- Property owners shall complete and submit the *Request for Private-Side Lead Service Line Replacement* and *Lead Service Line Replacement Endangered Species Review, Archeological/Historical Review, and Waterway/Wetland Review Consent* forms to the City. The City will request approval from the WDNR for the entrance of the property into the reimbursement program and will rank the private-side lead service line requests received, if necessary, and approve requests, if money is available.

Once the request is approved by the WDNR and the City, the following requirements must be met in order to qualify for the cost sharing:

- Property owner should attempt to obtain at least two (2) estimates for the private-side LSLR from the City's list of prequalified plumbers/utility contractors.
- If the public-side portion of the lead water service line was replaced, the private-side LSLR work must be completed within one hundred eighty (180) days of the replacement of the public-side portion of the lead water service line.

- Property owner will sign an agreement with a City-prequalified plumber/utility contractor to perform the private-side LSLR and will pay the plumber/utility contractor directly. Property owner will submit a copy of the invoice identified as paid by the plumber/utility contractor.
- Upon completion of the work, a reimbursement form must be filled out and signed by both the property owner and plumber/utility contractor who completed the work. This form must be submitted to the City to qualify for the cost share. This reimbursement form can be found on the City's website, also on the Water Utility's page.
- Upon final inspection and approval by the City of Oshkosh Plumbing Inspector, the City will send the property owner a reimbursement check for fifty percent (50%) of the total cost of the private-side LSLR, up to the maximum of \$2,000.
- Property owners who are at or below eighty percent (80%) of the median income based on family size, as established by the U. S. Department of Housing and Urban Development for a given year, would be eligible for additional assistance in paying for the private-side LSLR. This additional assistance would cover up to seventy five percent (75%) of the cost of the private-side LSLR. The property owner will still be responsible for the remaining twenty five percent (25%) of the cost of the private-side LSLR.
- Property owners who are at or below fifty percent (50%) of the median income based on family size, as established by the U. S. Department of Housing and Urban Development for a given year, would be eligible for additional assistance for paying one hundred percent (100%) of the cost of the private-side LSLR. Once the private-side LSLR work is completed, the City will issue a two-party check to the property owner and the Licensed Plumber/Utility Contractor up to the total amount of the private-side LSLR.

Once the private-side LSLR has been completed, please submit the necessary paperwork listed above to City Hall in order to receive your cost-sharing reimbursement. You may submit the documentation in one (1) of the following ways:

- Scan all documentation and e-mail to Tracy Taylor at ttaylor@ci.oshkosh.wi.us.
- Drop off in person at Room 301 of City Hall, located at 215 Church Avenue.
- Drop off at the City Hall Drop Box, located to the left of the main entrance. Please write "Attention: Department of the Public Works" on the front to the envelope.
- Deliver using the United States Postal Service to the following address:

Tracy Taylor
 Department of Public Works
 PO Box 1130
 Oshkosh, WI 54903-1130

Additional information about lead in drinking water can be found on the City's web page at <https://www.ci.oshkosh.wi.us/PublicWorks/WaterUtility.aspx>. Property owners may wish to consider replacement of their building's plumbing (pipe, valves, or fixtures) that contain lead-based materials.

Please contact the Department of Public Works at (920)236-5065 with any questions regarding lead in drinking water.