LEAD SERVICE LINE REPLACEMENT PROGRAM

WHAT IS A SERVICE LINE?

The pipe that connects your indoor plumbing to the water main in the street is called a service line. In the City of Sheboygan, service lines are owned and must be maintained by the property owner.



WHY DOES MY LEAD SERVICE LINE NEED TO BE REPLACED?

Local ordinance requires the full replacement of all lead and galvanized service lines due to potential health risks associated with these service line materials. Lead and galvanized service lines cannot be repaired and must be replaced. Disrupted lead and galvanized service lines cannot be put back into service.

For information regarding lead in drinking water please visit SheboyganWater.Org.

GRANT AND LOW INTEREST LOAN PROGRAM

Available grants range from 0% to 100% based on census tract data determined by the WDNR. The customer may opt to pay the remaining balance in full or choose to apply for the loan program.

PREQUALIFIED CONTRACTORS

Contractors are required to prequalify to participate in the City of Sheboygan's Lead Service Line Replacement Program ahead of performing any work under the program. A current copy of the W-9 form, and proof of insurance are required. The EPA and DNR require that all lead service line replacements using federal funds must follow all federal regulations**.** Additionally, all work performed must be conducted in compliance with all federal, state, and local laws, orders, regulations, and ordinances.

Property owners are required to obtain at least **two bids** for replacement from the Prequalified Contractor's list. The lowest bid contractor will be selected.

CUSTOMER/CONTRACTOR AGREEMENT & GRANT AND LOAN APPLICATION

After receiving two bids, please visit **SheboyganWater.org/lead** to complete the Lead Service Line Replacement Grant & Loan Program Application and the Water Service Line Replacement Agreement. Once your forms are submitted, you will receive notification of approval within approximately **48 business hours**.

City of Sheboygan Water Utility
spirit on the lake

72 Park Avenue – Sheboygan WI, 53081 – 920-459-3800
LeadProgram@SheboyganWater.org – SheboyganWater.org/Lead

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WHAT TO EXPECT DURING CONSTRUCTION

Your contractor will contact you directly to schedule your lead service line replacement. Most replacements are completed in less than one day. During the project, the contractor will need access to your basement 3–5 times. Whenever possible, trenchless methods will be used to minimize disruptions to your yard and landscaping.

If you have any questions about the project or your scheduled replacement, please reach out to your contractor directly.

CUSTOMER CHECKLIST FOR REPLACEMENT

☐ **Step 1 – Obtain Prequalified Contractor Bids**
Obtain **two** (2) bids from contractors listed on the Prequalified Contractors List.

☐ **Step 2 – Apply for Program Approval**
Select the **lowest bidder** and complete the Lead Service Line Replacement Grant & Loan Program Application and the Replacement Agreement at SheboyganWater.org/Lead.

☐ **Step 3 – Receive Approval**
Wait for application approval from the Sheboygan Water Utility. You'll be notified by email once you're approved.

☐ **Step 4 – Schedule Your Replacement**
After receiving approval, **contact the selected contractor** to schedule and begin your lead service line replacement. Work must be completed within 60 days.

☐ **Step 5 – Submit Final Invoice**
Once the work is complete, **submit the contractor's final invoice** to the Utility. The Utility will pay the contractor directly based on the grant and loan amount. If you did not opt for the loan, you are responsible for paying any remaining balance to the contractor.

☐ **Step 6 – If You Choose the Loan Option**

- You'll receive a **Financial Assistance & Loan Agreement** from the Utility to complete.
- You will also receive details about **your first payment** directly from the Utility.
- Installment payments are made monthly. You will receive a monthly bill by mail or opt for paperless.

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