

**INFORMATION ABOUT
LEAD SERVICE REPLACEMENT AND ASSESSMENT PROGRAM
PACKET No. 104**

NOTICE AND OFFER OF ASSESSMENT PROGRAM TO PROPERTY OWNERS

- ◆ Saint Paul Regional Water Services (SPRWS) is offering a **voluntary Lead Service Replacement and Assessment Program** to assist property owners in the city of Saint Paul who choose to replace their portion of lead water service on private property.
- ◆ This Program allows property owners to have the cost of the lead service replacement on their property assessed and collected with their property taxes. The Program is explained further on the enclosed *Instructions for Lead Service Replacement and Assessment Program*.
- ◆ Enclosed are the following documents:
 - *Instructions for Lead Service Replacement and Assessment Program* (Page 1).
 - *Diagram of typical water service* (Page 2).
 - *Answers to Common Questions* (Page 3).
 - *A list of plumbing contractors* (Page 4).
 - *Waiver of Mechanic's Lien Rights* (Page 5). ***This form must be given to the plumbing contractor to complete and send in to SPRWS.***
 - *Application / Completion Form* (Page 6). ***complete and send in to SPRWS.***

If you need further assistance, please call SPRWS Engineering Division at 651-266-6270.

INSTRUCTIONS
LEAD WATER SERVICE REPLACEMENT AND ASSESSMENT PROGRAM
(For Property Owners in Project Areas)

***** THIS IS A VOLUNTARY PROGRAM *****

Lead Water Service Replacement Instructions

1. Verify that the private property portion of your water service piping (from the meter to the property line) is lead. To do this, have someone familiar with plumbing materials look at the water pipe on the street side of the water meter. Lead pipe is a gray color. If you have questions about this, please call Saint Paul Regional Water Services (SPRWS) Engineering Division at 651-266-6270, weekdays between 7:30 a.m. and 4:00 p.m.
2. Hire a St. Paul licensed plumbing contractor to perform all necessary work in your property. It is recommended that you obtain bids from at least three different plumbing contractors. For your convenience, a partial list of plumbing contractors licensed to work in Saint Paul is enclosed. However, you may hire any plumber licensed in Saint Paul.
3. The most common service connection size for a single family residential property is one-inch. SPRWS uses one-inch diameter pipe as a minimum size water service. Some properties may require larger sized pipe.
4. The street portion of your lead water service may be replaced by SPRWS as early as the first part of April. To improve scheduling and minimize your costs, you should have your plumber install the new copper service in your property before SPRWS performs their work. Installing the copper service in your property prior to replacement of the street portion could save you the cost of sidewalk repair.

Assessment Instructions

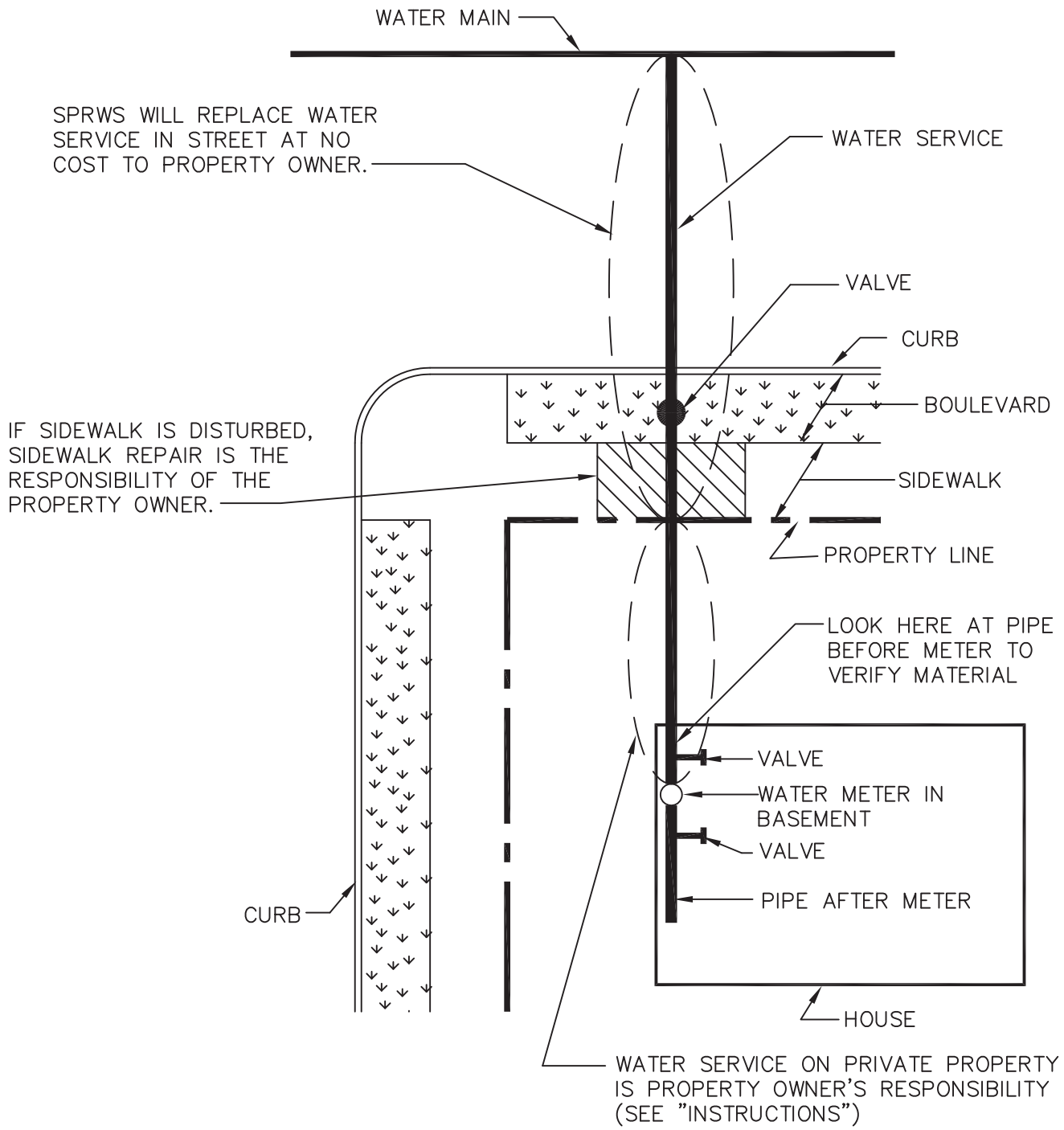
- A. The work eligible for assessment is the installation of a new copper water service from the lot line to the water meter, both water valves, plumbing permit, and turn-on fees.
- B. After completion of replacement work, the owner must submit an **Application / Completion Form** (yellow form), together with the plumber's **Waiver of Mechanic's Lien Rights** (blue form) and **Final Invoice** of costs to SPRWS.
- C. SPRWS will calculate all costs incurred in the replacement of the lead service, including a one time assessment administration fee, and will submit these total costs for assessment against the property. The amount assessed will be payable, together with interest, over the length of the assessment period specified in the Program policy. The Program policy currently specifies the length of the assessment period of up to 20 years. The assessment balance may be paid partially or completely at any time, pursuant to prepayment criteria.
- D. SPRWS will process the forms and mail a check to the Plumbing Contractor listed on the approved Application / Completion form.



Engineering Division, 1900 Rice St, Saint Paul, MN 55113-6810
Phone 651-266-6270

Revised 4/5/21

SAINT PAUL REGIONAL WATER SERVICES (SPRWS)



BIRD'S EYE VIEW OF TYPICAL WATER SERVICE

(EXISTING WATER SERVICE IS LEAD IN STREET AND PROPERTY)

**ANSWERS TO COMMON QUESTIONS: LEAD SERVICE REPLACEMENT PROGRAM PACKET No. 104
SAINT PAUL REGIONAL WATER SERVICES (SPRWS)**

1. Q. Do I have a lead water service?

A. SPRWS records show that the portion of water service on your private property (sidewalk to water meter) is probably the original lead water service. Lead water services were originally installed to most homes built before 1926 and some homes built in 1944 thru 1947. It is the property owner's responsibility to verify material type.

2. Q. How can I check to see if the portion of water service on my private property is lead?

A. Ask someone familiar with plumbing to look at the pipe material on the street side of the water meter. You may need to lightly scrape off paint or dirt to see the underlying material. Lead pipe is a gray color.

3. Q. How are lead water services replaced?

A. Water services are replaced in two parts.

- 1) The property owner must first hire a plumbing contractor to replace the portion of water service on private property (water meter to sidewalk). A list of plumbing contractors has been included. Pipe work must be inspected by SPRWS. Recent costs have typically ranged from \$4,000 to \$8,500, the average being about \$6,300. The cost to replace your service will depend on the particular conditions of your installation.
- 2) If the portion of water service in the street is not already copper, SPRWS will replace it at no cost to the homeowner. SPRWS reserves the right to schedule replacement of the existing lead service connection in the street for any of the following reasons:
 - To coordinate replacement with construction projects.
 - To avoid excavation in a recently constructed or paved street.
 - To avoid excavation in frozen ground.

4. Q. Am I required to replace the lead water service on my property?

A. If the water service is not leaking, it does not need to be replaced and you may disregard all the enclosed information about your lead water service. If a leak should occur in the future, the water service must be replaced at that time.

5. Q. How does the lead water service replacement assessment program work?

- 1) After completion of replacement work, the property owner must submit an Application / Completion Form (yellow form), together with the Waiver of Mechanic's Lien Rights and Final Invoice of costs to SPRWS for payment.
- 2) SPRWS will process the forms and mail a check to the plumber contractor listed on the approved Application / Completion form.
- 3) The plumber's Final Invoice amount plus an administration fee of \$80.00 will be added to the property taxes to be assessed over period of up to 20 years at an interest rate determined by the City Council. The interest rate for 2023 is 4.48%.

6. Q. Are there eligibility requirements for the assessment program?

A. The assessment application will be verified for eligibility by SPRWS. Requirements are:

- Property must be located in St. Paul.
- Applicant must be the owner of record as shown on current tax statements.
- Property taxes must not be delinquent.

7. Q. Can I replace my lead water service and pay the plumber contractor directly?

A. Yes, participation in the assessment program is voluntary.

8. Q. I need some additional plumbing work done. Can I have that assessed also?

A. No. Only work associated with the replacement of the lead water service is eligible for assessment. Do not include non-eligible work on the Final Invoice.

9. Q. Can I pay the assessment early?

A. Yes. The assessment balance may be paid partially or completely at any time pursuant to prepayment criteria.



2023

Contractors who install water connections

This is a list of contractors who have been active in this type of construction. Work can be done by any plumber licensed to do business in Saint Paul. **Obtaining bids from at least three contractors is recommended.**

Commercial Utilities, Inc.
1146 E 7th Street
Saint Paul, MN 55106
Tony Curella - (651) 774-0330

M&B Services, LLC
25817 Goldfinch Ave
Wyoming, MN 55092
Mike Boston – (651) 248-1697

Triple E Water & Sewer
2969 Fairview Ave
Saint Paul, MN 55113
Office - (763) 207-8068

Ryan Plumbing & Heating Co.
811 University Ave W
Saint Paul, MN 55104
Greg Ryan – (651) 224-4771

Grant Utilities Inc.
3561 Arcade St
Saint Paul, MN 55127
Grant Engen – 651-248-3696

Saint Croix Sewer Services Inc
20395 Otero Ave
Hastings, MN 55113
Tony– (651) 802-5730

Cities 1 Plumbing & Heating
787 Hubbard Ave
Saint Paul, MN 55104
Office – (651) 274-6547

Diversified Plumbing
125 Railroad St E
Young America, MN 55368
Office - (952) 448-0756

A-Z Underground
5718 International Pkwy
New Hope, MN 55428
Office - (612) 238-9701

Matt's Plumbing
Solutions
6652 145th Ave NE
Columbus, MN 55025
Office – (651) 341-5899



*Saint Paul Regional Water Services
Lead Water Service Replacement Assessment Program*

Waiver of Mechanic's Lien Rights
(TO BE COMPLETED BY LICENSED PLUMBING CONTRACTOR)

Date: _____

The Undersigned hereby waives all rights acquired by the Undersigned to file or record mechanic's liens against property for labor, skill or material furnished to effect construction work at Property Address.

The Undersigned acknowledges payment of \$_____ will be received from Saint Paul Regional Water Services Lead Water Service Replacement Assessment Program on behalf of the Property Owner, as full and final payment for all labor, skill and material furnished to effect said construction work.

(If this instrument is executed by a corporation, it must be signed by an officer. If executed by a partnership, it must be signed by a partner.)

Property Address: _____
Only properties within the city limits of Saint Paul are eligible.

Property Owner: _____

Date(s) of work: _____

Contractor's Name: _____

Contractor's Address: _____

Name: _____
(print)

Signature: _____

Title: _____

All lines must be filled in.

Return this Waiver (blue form), the Application (yellow form) and a copy of invoice to:
SPRWS Engineering Desk, 1900 Rice St., Saint Paul, MN 55113
Fax: 651-266-6287 or Email: Water-PlumbingPermitApp@ci.stpaul.mn.us
Call 651-266-6270 if you have questions.



Engineering Division, 1900 Rice St, Saint Paul, MN 55113-6810
Phone: 651-266-6270

APPLICATION / COMPLETION FORM
LEAD SERVICE REPLACEMENT ASSESSMENT
(ONLY PROPERTIES WITHIN THE CITY LIMITS OF SAINT PAUL ARE ELIGIBLE.)

REQUEST FOR ASSESSMENT

The work outlined in the Lead Service Replacement Program has been completed to my satisfaction. I request that Saint Paul Regional Water Services pay the attached invoice on my behalf and to assess the costs of this replacement against my property.

ASSESSMENT ADMINISTRATION FEE

I understand I will be charged a one-time administration fee of \$80.00, which will be included in the cost assessed against my property.

ASSESSMENT INTEREST RATE

I understand the interest charges will be based on the fixed rate approved by the Saint Paul City Council and is subject to change without notice.

WAIVER OF MECHANIC'S LIEN RIGHTS

I understand that I must submit a Waiver of Mechanic's Lien Rights with this form. (Completed by plumbing contractor.)

PAYBACK PERIOD

I understand that the assessment will be collected as part of the real estate taxes over a period of up to 20 years, pursuant to Program policy, and that I may prepay all or part of the unpaid balance, pursuant to prepayment criteria.

WAIVER OF APPEAL

I waive my right to appeal this assessment.

Amount of Invoice \$ _____

(Please Print)

Property Owner's Name _____

Owner's Signature _____

Telephone Number _____

Property Address _____

(Only properties within the city limits of Saint Paul are eligible.)

(Please Print)

Contractor's Name and Address _____

For Office Use Only
PIN: _____
Amount:
\$ _____
Payable to:
(Contractor's Name and Address)



Return this Application/Completion form, the Waiver and a copy of invoice to:
SPRWS Engineering Desk, 1900 Rice St., Saint Paul, MN 55113
Email: Water-PlumbingPermitApp@ci.stpaul.mn.us
Call 651-266-6270 if you have questions.