

Name
Address
City, State ZIP

Re: Water Main and Water Service Reconstruction
Water Main Replacement 2nd Street M to J, J Street 1st – 2nd
List Address Here

The letter is intended to describe how your water supply pipe will be reconstructed as part of a water main replacement project along Sumner Street from 27th to Jefferson and offers an opportunity to upgrade your water service pipe into your home at a reasonable cost during the project. Some water services, including the one listed at the above address, are constructed of **lead or galvanized iron**, which are materials that are obsolete and are often times in need of replacement.

Many property owners are unaware that their entire water service is privately owned from the water main to the home, and as such, property owners are responsible for its repair, maintenance and replacement. During the project, when your water service is reconnected, the City will replace the portion of the service from the water main to the curb stop at no cost to the property owner. This practice is of great benefit to the property owner because this section of your water service is normally under paving and can be very expensive to repair. However, we often find that the remainder of your water service from the **curb stop into the home or business** is in such poor condition that it can not be reconnected without replacing the entire pipe. In these instances, the property owner is responsible for the costs associated with reconstruction of the water service.

We are providing this advance notice to offer property owners the opportunity to save considerable cost by utilizing the City's contractor to have their service replaced entirely from the **curb stop into the home or business**. Since most digging and paving repair costs will already be provided by the City as part of the water main reconstruction, the cost to the property owner is minimized when coordinated with the City's contractor.

Participating property owners will be required to sign a right of entry agreement allowing the City's contractor to work on private property. This agreement will also obligate the property owner to pay for the replacement cost of the water service from the **curb stop into the home or business**. The Lincoln Water System will bill customers for the replacement cost of the water service on the customer's water/wastewater account subject to the normal terms for payment of the water/wastewater bill. Payment in full will be requested. If the full payment cannot be made under the normal terms for payment, you will be asked to contact the Credit Office at 441-7533 to make other payment arrangements. Additional costs for meter valves may also be necessary to complete the work. These costs including sales tax will be billed directly to the customer. The project is expected to begin in May and participating customers must complete a formal agreement with the City prior to May 31, 2007.

Again, the Lincoln Water System reminds customers that water services are privately owned and it is the property owner's responsibility to maintain and repair their water service accordingly. If the service is deteriorated to the degree that it can not be properly reconnected during the project, the property owner is responsible for paying the cost of the replacement. Although property owners are free to choose their own plumbing contractor to perform this work, the City cannot guarantee that work can be coordinated and timed with its contractor.

Please consider taking advantage of this offer and the associated cost benefits by contacting Mr. Bill Fish, Water Service Supervisor at 441-5924; or myself at 441-5923. We will be happy to assist you in evaluating the condition of your water service and provide more details about the project and this offer.

Sincerely

Lonnie Rech
Assistant Superintendent of Water Service

cc: Karl Frederickson (example copy only)
Steve Masters (example copy only)
Jerry Obrist (example copy only)
Steve Owen
Project Manager
Doug Luedtke
Contractor
Larry Duensing

SAMPLE - May 2007