



**CITY OF BLOOMINGTON UTILITIES
RESIDENTIAL STORMWATER GRANTS 2024
CONTRACTOR CHECKLIST**

Thank you for submitting an estimate to the homeowner for the City of Bloomington's Residential Stormwater Grants program! A successful plan should help with drainage, support public and private infrastructure, reduce erosion, and emphasize green infrastructure. We encourage collaboration between homeowners and contractors; CBU's role is primarily to provide funding and administrative support. Please see our website for further details: www.bloomington.in.gov/utilities/stormwater/grants

During the beginning steps, the contractor should provide information helpful to the homeowner, including:

- A history of your drainage experience
- Whether you are insured and bonded and/or will warranty your work
- Examples of past projects
- References

During the latter steps, the contractor should provide the following:

- **Estimates**

An itemized statement will be required to be given to the homeowner prior to grant approval. This will be submitted along with a sketch of the project (see below). The contractor should provide the best solution plan and would be responsible for efficiency of their implementations for five years after completion of the project. Please submit the estimate to the homeowner along with your sketch.

- **Sketches**

The homeowner will ask you for a sketch. Sketches will be required of you. They will need to show the direction of stormwater flow, placement of features and materials (as well as labeling of them), and any other information that may be helpful. It is necessary for the contractor to only propose work on the subject property. Please submit the sketch to the homeowner along with your estimate.

- **Engineering Designs**

Any and all engineering designs and plans for the Project shall be submitted to the City of Bloomington Utilities (CBU) engineering department for review to ensure that they are consistent with the goals stated in grantee's grant application. Project construction shall not commence until such time as CBU's engineering department has completed this review process and has given written authorization to grantee to commence project construction.

- **Payment**

Invoices will be paid after the project has been completed and accepted. The contractor is to bill CBU directly. Please make the itemized invoice out to City of Bloomington Utilities, 600 E. Miller Dr., Bloomington, IN 47401 and email to stormwater@bloomington.in.gov Note: Invoices must not include tax.

- **Tax**
CBU is tax exempt (we can supply a copy of the tax form). Tax cannot appear on the invoice.
- **Warranties**
Warranties will be a matter between the homeowner and contractor. However, the contractor is responsible for efficiency of his implementations for five years after completion of the project. Or, the contractor should provide warranties for at least five years after completion of the project.
- **Compliance with all laws and regulations**
Contractors shall comply with all federal, state and local laws and regulations during the project and are solely responsible for securing any and all permits and/or licenses that may be required before any project construction commences. Contractor shall also observe and comply with any and all real estate rights and privileges that may exist in and around the project, including but not limited to easements and rights-of-way.
- **Release of Liability**
Contractors agree to release, hold harmless and indemnify CBU, its members, directors, officers, employees, contractors, agents and assigns, from any and all claims, demands, damages, costs, expenses or other liability arising out of this grant agreement, including any claims or causes of action that arise from the actions of the grantee, its contractors and/or subcontractors in carrying out the tasks described in this grant agreement.
- **Non-Discrimination**
Contractors shall comply with City of Bloomington Ordinance 2.21.020 and all other federal, state and local laws and regulations governing nondiscrimination in employment and in the activities associated with this Project.
- **Breach**
Any breach of any of these terms and conditions by contractor, and/or contractor's agents, representatives, employees, and/or sub-contractors may result in contractor not receiving some or all of the payment, at the discretion of the City of Bloomington Utilities Service Board.

Updated: 07/08/2024