



October 31, 2022

Location: Eastway Church of God – 1131 Eastway Drive
Subject: Shamrock Gardens Storm Drainage Improvement Project - Public Meeting
Attendees: Shawn McDonald – Storm Water Services (SWS)
Doug Lozner - SWS
Robert Jarzemsky – SWS
Ryan Preda – SWS
Stephen Sands – Hazen and Sawyer (Hazen)
McKenzie White – Hazen
Joseph Looney – ORC, Real Estate Solutions for Infrastructure (ORC)
Rosa Davis, ORC
Teresa Jolly, ORC

The purpose of this memorandum is to document the discussions held during the Shamrock Gardens Storm Drainage Improvement Project public meeting held on October 12, 2022. The purpose of the meeting was to present overall project goals, progress, and next steps.

1. Shawn McDonald (SWS project manager) described the Shamrock Gardens Storm Drainage Improvement Project goals which includes replacing pipes/culverts that are failing/ undersized and addressing channel erosion.
2. Stephen Sands (Hazen project manager) provided a summary of the analysis that was performed to determine the needed size of new pipes, culverts, and channels. Mr. Sands described the solutions that were considered and the selected solution.
3. Mr. Sands provided detail for specific pipe/culvert/channel sizes for the entire project area (upstream from Michigan Drive to downstream from Finchley Drive).
4. Shawn McDonald discussed the project phases and next steps and approximate schedules.
 - a. Design Phase – 6 to 9 months.
 - b. Easement Acquisition – 6 to 9 months (parallel to Design Phase).
 - c. Bid Phase – 4 to 6 months.
 - d. Construction – 24 to 30 months.
5. Shawn McDonald presented the types of easements that will be needed from each property owner to build the project.
6. The meeting agenda included time for the attendees to ask questions. The following bullets document the questions and responses.
 - a. Can we provide more detail on the overall schedule? The schedule associated with the next steps (design, easement acquisition, bid, construction, etc.) can vary depending on challenges that occur during each step. For example, the easement acquisition duration can be influenced by community support, so we are hoping that the attendees can help promote the project/benefit to the community.
 - b. Can we provide additional detail regarding the easement acquisition process? A real estate agent will contact each individual property owner to present details

Hazen

regarding the project improvements, construction impacts, and desired easements (temporary or permanent).

- c. How does the City of Charlotte hold the construction contractor accountable to comply with the schedule? City of Charlotte contract language includes maximum project construction duration and requires the contractor to pay the City for damages if the contract schedule is missed.
- d. How does the City of Charlotte make sure the construction contractor does not have significant cost overruns? The construction contract includes bid items that are based on estimated quantities for items where the quantity is challenging to determine such as rock removal, removal of poor soil, etc. If the additional work for those items is needed, the contractor performs that work based on the bid unit prices.
- e. When will the easement acquisition process begin? The process has already started and property owners have been contacted.
- f. When is construction expected to begin? Construction is currently estimated to begin in early 2024.
- g. Where will construction start? For drainage improvement projects, we typically start at the downstream end and work upstream. For this project, construction will start at Finchley Drive.

Please contact us if our understanding of the meeting discussions is incorrect or if we missed any discussions.