

EXHIBIT C



BOARD OF TRUSTEES
Buildings and Grounds Committee Agenda Items

To: Board of Trustees
From: Office of the President
Date: May 21, 2014

The following Buildings and Grounds Committee item is recommended to the Ocean County College Board of Trustees for approval at its meeting on **Tuesday, May 27, 2014:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for May 27, 2014 (**Exhibit C-1**)

EXHIBIT C-1



**Ocean County College Board of Trustees
Buildings & Grounds Committee Agenda
May 27, 2014**

FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS:

Construction

Project	Action Items / Status	Comments
Administration Building Renovation (Lower Campus) Phase I and Phase II:	<p>Phase I – Interior Renovations: Substantial interior water leak on January 1, 2013. The area restoration, with the exception of the Ground Level, is 90% complete. With some departments relocated, there is a need for some space modifications to the ground and first floor levels. The Ground Level space will be occupied by Purchasing, Media, and College Relations. The first floor will have a one-stop-shop approach for Student Services, which may include a lobby and foyer modification. An A/E award may be ready for this May BOT meeting.</p> <p>Phase II – For now, the HVAC renovation will be postponed and the major rehab until 2016.</p>	
Athletic Field – Design/ Construction of the Restroom & Press Box:	RFP for architectural/engineering services has been awarded to an architect. Programming began in April. Estimated construction and design is projected to be \$700,000. Facilities will review with Dr. Larson the proposed designs of the Press Box and restrooms. Project cost might increase substantially depending on the footprint size and number of levels required for this new structure. This project will not be complete this calendar year.	
Athletic- Soccer Field – Field Lighting and Fiber Optics:	RFP for architectural/engineering services has been awarded and design began this April. Installation of Fiber Optics will be coordinated within this project.	
Brown Property – ADA Compliance Upgrades:	Brown Property is to be upgraded to ADA standards. Project was awarded at the November Board, base bid \$12,000 – and the alternate bid ADA ramp \$12,909. Ramp and door project completed this month. Future projects will include researching the parking lot for ADA compliance, upgrading restroom and adding signage.	

Project	Action Items / Status	Comments
County Road Project Phase II - Parking Lot 5 and Phase III:	Phase II is approximately 95% complete. Punch list work is under way. The College rented light towers until permanent site lighting is installed. Phase III includes the completion of the loop road and the College/Buckwald realignment. The County received contractor bids this month and intends to award the work shortly. The North Bay entrance driveway has been separated from the Phase III work and is now considered Phase IV. The County is working on obtaining final permitting and approvals prior to bidding the work. Status of project may be known this June.	
Existing Nursing Building:	HVAC work began in April 2014. Additional work (Part II) is out for A/E bidding now. This includes window replacement and entrance doors, amongst other upgrades. The expected occupation date is Summer 2014. The addition of a condensing unit for cooling is currently out for contractor bids. Preparation is underway to have the simulation labs ready by August 1, 2014 while construction is happening.	
Instructional Building:	Kimmel-Bogrette completed schematic design and is now in the design development phase. Facilities provided input into the 50% DD set. The building will be emptied out Spring 2014; demolition is anticipated to begin Fall 2014. The total anticipated construction duration is 24 months.	
Major Sidewalk Installation-Connecting Lot 1 to Lot 2 :	In anticipation of Campus construction projects, Facilities plans to extend the sidewalks leading from Parking Lot #2 to the back of buildings to divert pedestrians from active roadways. An RFP went to last month's BOT. Details are being discussed with Purchasing, including some possible basic repairs to the Administration steps, as well as, options for long term proper repair.	
Mill Creek Sailing Center (MCSC):	Project transfer to another firm was completed this month. Construction documentation is underway.	
New Student Center:	The building foundation work is underway and trade coordination has begun. In order to facilitate field changes a new procedural change for allowance approvals was discussed at the April Buildings and Grounds Committee meeting and will be presented to the Finance Committee.	
Russell – Temporary Patch Roof for Next 5 Years:	Estimated \$130,000 project to stop water penetration into building. The building is needed for spill over space as the college renovates the Instructional Building and then rehabilitates the Administration Building in 2015. Bids were received in April and the P.O. was issued in month. Kick-off meeting to be held shortly.	
Storm Water Project:	The college has issued a P.O. for the final design work on the new pipe routing and basin construction. We anticipate construction completion Fall 2014. During construction there maybe major disruptions to the college campus. Engineering work will be completed this month and issued for bid shortly thereafter.	

Facilities

Project	Action Items / Status	Comments
Administration Bldg. – Exhaust Fans:	Crane Operator is ready to remove and replace roof top exhaust fans that are beyond repair. We will schedule our in-house staff to install the roof top fan during a period when campus is least occupied.	
Administration Bldg. – Water Intrusion:	In the process of arranging water testing the window units that have reoccurring leakage due to poor installation. This testing will be put out to bid as part of a ground floor renovation project. Original testing vendor withdrew from project purchasing to identify new vendor.	
Campus HVAC Project - Hot Water Systems/ 2 VFD Pumps – 100 hp:	This project will include the design of the campus-wide hot and chilled water distribution. Design is underway to specify the new pump size and VFD's to reduce energy consumption.	
Campus Wide Building Numbering, New Gateway Signage, Replacement of Old Way-Finding:	Phase I Scope will include re-numbering all Campus Buildings using a new sequence protocol. All doorway signs will be replaced with an alpha identifier signs. Media Department will update the maps accordingly. Gateway Campus way-finding signage will also be included in Phase II of this project. Building sign replacements will take place in Summer 2014.	
Combined Heat and Power Plant (CHP):	The CHP building is complete but its systems integration is incomplete. Concord Engineering is completing the heat exchanger design. This work is critical as it effects construction inside the new Student Center building and efficiency performance/receipt of incentive payments. In addition, the College has continued operating the engine/generator this April to generate electricity. Doing so will allow the College to save on utility bills. The P4P (Paid for Performance) incentive period will begin on June 5, 2014.	
Energy - Ongoing Project of Tritium BAS Programming:	CAMPUS ENERGY CONSERVATION PROJECT (CECP). Installed B.A.S. in SEC, Administrative Support, Warehouse, and Security. New vendor is programming the BAS network. Replacement of boilers with high efficiency condenser boilers in Instructional Project. Quotes were received to continue the BAS Upgrade to Tridium.	

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Gateway Building:	Water damage engineering and repair from sprinkler pipe break on January 9, 2014 has begun. Engineer has performed infrared thermal scan of building. Report has been issued to Niram and a meeting was held to work out repair details. The College is now waiting for Niram to act on the detail development and actual field corrections. Niram will not receive the full settlement offer until all field corrections are complete and the building is sealed as designed. Permanent air curtain heaters to be installed in all vestibules have been issued for bid. Several contractors and vendors have worked at the site to resolve various heat pump issues.	
Hot Water Distribution Project:	In the Design Phase by Concord Engineering Group for entire hot water distribution system with the goal to optimize the efficiency of pumping operations to reduce operating cost.	
Library – Water Intrusion:	This project was pulled from bidding and revised to be an extensive envelope study. This project will be split into three phases. Phase I - Provide a study and identification of water intrusion. Phase II - Provide a design to remediate water intrusion. Phase III - Repair work to make building envelope water tight.	
Parking Lot #2 – Light Project:	Currently 8 of 30 poles are down and are in need of replacement. A multiple parking lot lighting design and installation project will be getting under way shortly combining this lot with the new Lot 5, and possible fixture replacement in Lot 1. The fixtures in the Facilities Parking Lot have been replaced with LED fixtures. An RFP for engineering services for this project and Lots 5 and 6 was awarded. Design work began this month.	
Retro-Commissioning/Data Gathering:	The older existing buildings have had major interior changes with little changes to the HVAC systems resulting in inefficient heating and cooling. OCC has engaged the services of the Watson Group, an outside consultant, to gather data to correct the necessary problems. Data has been gathered and new operation plans are in development.	
Technology – Water Intrusion:	Ongoing project to look at the cause and damage of the water intrusion. The project was awarded to an A/E and investigative work and design began this month.	



EXHIBIT C - 1

Planning

Project	Action Items / Status	Comments
Campus New Entrances Electronic Signs:	Phase III Scope will include – College Drive, Buckwald Drive, and N. Bay Avenue entrances – Electronic signs. This work will be coordinated with the County Road Project.	
College-Wide Master Plan:	Spiezle was awarded the project and several meetings have been held and site investigations have begun. The plan is to engage the campus community in an organized, efficient, timely, collaborative, and transparent manner that provides a flexible planning tool, justify short term capital expenditures, and retain longer term options to be completed in accordance with strategic, operational, functional, and financial goals.	
Hiring - Classrooms Back to Labs:	Explore the possibilities of converting the current classrooms back into laboratories. Facilities reviewed the space and determined that lab utilities are readily available for a conversion. A programming meeting with the department and Facilities was held this month. An A/E RFP will be issued shortly.	
New Building (Upper Campus):	The College will begin preliminary planning for a new building. Initial analysis of the programming of the building indicates a need for consolidation of three programs into a single building resulting in a combined Health Science, Technology and Media building. Three buildings (OITE, TVS, and ICCT) are being reviewed for Life-Cycle Cost Analysis. The old HSB will be used for SWC.	
Performing Arts Building:	Proposed joint venture with Vo-tech School and OCC. This includes the demolition of the Old College Center once the New Student Center is completed and the addition of a performing arts building. Spiezle Architects will provide a few programming options for the College to consider.	

The mission of the Ocean County College (OCC) Facilities Services Division is to operate, maintain, improve, plan, and develop the OCC grounds, buildings, equipment, and the related utilities. Also, to ensure that the best services are provided for the activities of the college, at a minimum cost consistent with the high level standards of performance and reliability required for such an institution.