

EXHIBIT C



BOARD OF TRUSTEES
Buildings and Grounds Committee Agenda Items

To: Board of Trustees
From: Office of the President
Date: December 2, 2015

The following Buildings and Grounds Committee item is recommended to the Ocean County College Board of Trustees for approval at its meeting on **Monday, December 7, 2015:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for December 7, 2015 (**Exhibit C-1**)

EXHIBIT C-1



**Ocean County College Board of Trustees
Buildings & Grounds Committee Agenda
December 7, 2015**

FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS:

Existing Facilities Remodel

Project	Action Items / Status	Comments
ADMINISTRATION BUILDING Phase 1 Renovation – Ground Floor	In-house interior renovations to the Ground Floor: Ground floor demolition and repair work has begun. The interior restoration will be minimized to get back in service as a 14 person office, a new Conference room and an additional office for Purchasing. The exterior work eliminates water penetration into the building lower level. All work is expected to be completed by Winter 2016.	
ADMINISTRATION BUILDING Phase 2 Renovation – Second Floor	Interior Renovations to the Second Floor: Next, we will conduct a project analysis of the area to create office flow for the Provost to facilitate better interaction and improve the enrollment processes. Renovations to be completed by Summer of 2016.	
ADMINISTRATION BUILDING - Renovation – First Floor	Once the Second and Ground floor renovations are complete, we will be able to free space for the One Stop shop as follows: <ul style="list-style-type: none">• Submitting admissions applications• Obtaining transcripts or other academic records• Obtaining financial aid & scholarship information• Paying tuition and other fees• Registering for classes The Student One Stop Shop (SOS) will streamline admission, financial aid, registration, orientation, and billing.	
ADMINISTRATION BUILDING - Structural Investigation and Repair	A leak in the building source is structural and facade restoration work is needed. An engineering study will be needed to perform a site investigation as to determine the locations and extent of concrete and steel deterioration. Meanwhile, we will paint over exposed areas and keep visuals.	
ATHLETIC BUILDING – Restrooms, Sanitary Line, Fencing, Etc.	The Athletic Building public restroom renovations and the OCEAN. Inc. sewer line repair and pump upgrades are complete. Some other smaller projects also were included in the closeout of the Soccer Field renovations.	

Project	Action Items / Status	Comments
INSTRUCTIONAL BUILDING	The project also includes upgrading existing infrastructure, HVAC, lighting, and plumbing. The completed demolition of the interior will provide a more modern, flexible space for classroom instruction, tiered lecture hall, special purpose labs, resource and tutorial center for student success, student breakout rooms, and an open atrium mall-like setting for student socialization and collaborative interaction. This will give better administrative space utilization for faculty, staff, adjunct faculty, as well as department storage.	
Library – Envelope Study	The investigation of the Library building is complete. Facilities are evaluating ways to stop leaks and make improvements to the building's exterior in an economical manner. Unfortunately, the full repair cost of \$589,000 recommend is not possible at this time. As a stop-gap, the infrared study revealed the exterior walls are separating from the building and are in bad condition, while the roof is in a better state. The team, with a tight budget of \$200,000 for FY 16, will first determine the most dire steps.	

Master Plan Projects — Highlights

Project	Action Items / Status	Comments
STUDENT CENTER	The new Student Center will open this January and provide a larger, more flexible and accessible activity space where students can meet and enhance their learning experiences outside of the classroom with club activity rooms, gaming room, quiet room, and conference rooms under the guidance of Student Life. The state-of-the-art Cafeteria and Bookstore will have staged openings. The grand opening and dedication ceremony will occur in January 2016.	
MILL CREEK SAILING CENTER	The dock installation phase is complete. The design of the building (public space and boat storage) is being developed. We anticipate a major capital fundraising with the help of Roy Wilkins in order to cover the building's cost.	
Gateway Building	Exterior building repairs are complete! We look forward to a warm building and a problem free winter. Once closeout documents are completed, the settlement with Niram is expected this month.	
GATEWAY - Glass Walls and GWB Repairs	The estimate for the project was over budget. Other alternatives are being reviewed and a new budget will be formulated.	
Energy - Ongoing Project of Tridium BAS Programming	CAMPUS ENERGY CONSERVATION PROJECT (CECP). The programming of the Building Automated Systems (BAS) network on the campus will reduce the number of hot and cold complaints and reduce energy usage. Tridium, an open protocol software framework for internet-enabled control and automated applications used in the BAS network, has been implemented at the Instructional Computer Center (ICCT).	
Parking Lot 2 - Lighting & Site Work	The light installation in Parking lot 2 is a work in progress and is scheduled for completion late this fall. Once complete, the parking surface will be re-paved, pending funding availability. Meanwhile, the entrances and egresses of the parking facilities pose numerous traffic concerns and have not operated as anticipated. The College has engaged a traffic engineer to design a better vehicle flow, which will include tree planting, grassed islands, and plants. With the completion of LED installation in parking lots 1, expansion lot 1, 3, and 4, a \$9,100 rebate from NJ Clean Energy will be presented to the College soon.	
Capital Renewal Programs	In conjunction with the Master Plan, we are performing our Facilities Inventory and Assessment, which includes projects on roofs, major building component, mechanical equipment, underground utilities, roads, and walkways. The replacements for heating, ventilation, and air conditioning (HVAC); electrical systems; and plumbing systems are also included. Once completed, a comprehensive Facilities Condition Index (FCI) report for all major maintenance, capital renewal, and deferred maintenance reduction, along with operations and maintenance activities will be compiled. Our Capital Renewal Index will assist the College in developing a long-term planned investment program that ensures that facilities will function at levels commensurate with academic priorities and the College's mission.	

Project	Action Items / Status	Comments
Parking Lot #2 Resurfacing	A major deferred maintenance project, Parking Lot 2 has deteriorated beyond repair and is in need of resurfacing. Redesigning the lot with landscaping, LED lighting, and multiple medians for better traffic flow was recommended and will improve the appearance, structure, and durability of the lot. The College has plans for the improvements of the migration of traffic to be completed in the future. The feasibility cost factors of these projects must be determined; however, at a minimum, the replacement of the lighting to LED and the resurfacing of the blacktop is needed.	
Campus-Wide Infrastructure Project – Central Cooling and Heating Project (CCHP)	With the major construction and renovation programs, the College has exceeded the capacity of the Central Heating Plant (CHP). To address the aging utility infrastructure and needs for increased heating and cooling capacity, our current three tractor trailer size boilers, installed in 1987 (once a state of the art technology), will be replaced by four high efficiency condensing boilers. Last month the new boilers were started and the old boilers were shut down. The cooling plant is currently being designed and fabricated in anticipation of a spring 2016 startup. The cooling plant was designed to add 1400 tons of chilled water capacity as the air conditioning is added to the buildings. Both projects will reduce overall campus energy consumption.	
Electrical Connection to the East Side of Campus	As part of the overall electrical plan, the three buildings on the east side of the campus (Administration, Planetarium and Grunin Center) were finally connected at the end of October to the College's underground, high-voltage Electrical Distribution System. Completing this project will save the College energy costs since the buildings will be connected to the CHP engine-generator.	

Planning

Project	Action Items / Status	Comments
College Master Plan	<p>The Spiezele Architectural Group completed the initial draft building assessment as well as the landscape study last month. Once completed, the larger Campus Master Plan will include:</p> <ol style="list-style-type: none"> 1) Space Utilization/Needs Assessment 2) Facilities Condition Assessment 3) Capital Planning <p>Prior to the final draft of the Master Plan, a presentation of the draft Plan will be reviewed by the College Board of Trustees. Revisions will be made as necessary.</p>	
Campus-Wide - Electronic & Way Finding Signage	<p>The scope for the Electronic Signs will include the Campus-Wide Way-Findings and the entrances at College Drive, Buckwald Drive, and North Bay Avenue. This work will be coordinated after the completion of the County Road project and the College's Master Plan. Funding for the project has not been determined.</p>	
Health Sciences Building (Upper Campus)	<p>In keeping with the goal of educating more health care professionals, this project would provide a 45,000 square-foot facility for the College of Nursing, as well as various academic and public service programs in Allied Health. College of Nursing and Health Sciences designed to produce maximum flexibility for rapidly changing academic programs. The building will be 3 stories tall and reflect current designs that complement the Gateway Building. Construction documents are complete and GC bidding will occur after the Comptroller's review is complete. We received a glowing review by the Toms River Planning Board and approval. Meanwhile, the building will be capable of housing the new Health Science partnerships and accommodations have been made for a possible future health clinic addition.</p>	
Hooper Avenue, College Drive and Buckwald Drive Entrances	<p>As OCC continues to grow, its entrances will require redesign for more efficient access. This project includes Parking Lot 2 entrance, adding dedicated right and left turn lanes and median restrictions to College Drive. The Hooper Avenue entrance widening project minimized the disruption to local residents and the college.</p>	
Science/STEM Facility	<p>This project is on a 3 year hold, but will be included in the long term Master Plan; the vision is a 60,000 square foot STEM building that would advance NJIT support with teaching and research, community outreach, and professional partnerships in an integrated, state-of-the-art facility. The proposed building structure was to offer a unique, flexible configuration that promotes interdisciplinary collaboration, student engagement, and community connections. Additionally, the project site design will implicitly strengthen the College's science programs in an environment to reinforce the holistic learning programs within the Ocean County College Science, Technology, Engineering, and Mathematics.</p>	

The mission of the Ocean County College (OCC) Facilities Management and Construction 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.