

EXHIBIT C



BOARD OF TRUSTEES
Buildings and Grounds Committee Agenda Items

To: Board of Trustees
From: Office of the President
Date: November 29, 2016

The following Buildings and Grounds Committee item is recommended to the Ocean County College Board of Trustees for approval at its meeting on **Thursday, December 8, 2016:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for December 8, 2016 (**Exhibit C-1**)

EXHIBIT C-1



**Ocean County College Board of Trustees
Buildings and Grounds Committee Agenda
November 3, 2016**

FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS

Location / Project	Latest Project Update
ADMINISTRATION BUILDING Phase 3 - First Floor	The relocation and work on both the ground and second floors have opened up areas on the first floor for a One-Stop Shop. The first-floor program design has started, and the work is expected to begin during winter break of 2016. The relocation of the entrance vestibule doors and the office lobby will open the flow of traffic to ultimately serve and advance the academic mission. An RFP was issued last month for the entrance relocation. The reorganization of the area will include: VP of Student Affairs, Financial Aid, and Enrollment Management. We estimate the work to be completed by summer 2017.
ADMINISTRATION BUILDING Structural Investigation and Repair	As the building is ending its useful life expectancy, we will continue to "Band-Aid" it until we have the opportunity to completely renovate within the next five years. The building exterior continues to be on critical watch. The exposed areas will be painted over to protect from rust, but the condition is currently stabilized. No concrete has come loose and fallen.
FACILITIES STORAGE STRUCTURE	The 30 year-old storage barn, behind the Facilities Management Building, is dilapidated. A layout and the cost to remove the current barn and build a new two-story structure in a possible "L" shape configuration of approximately 2,400 sq. ft. have been reviewed. Design for the barn is pending with a few options, but no work will occur until funding is available. In addition, we see a need for a two-bay utility building for the Security electronic street signage and emergency equipment storage.

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CAMPUS MASTER PLAN	<p>The investment in physical capital is a critical challenge in uncertain times given the current economic climate. For this reason, it is imperative that any physical investments, which are carefully considered and purposefully executed, support the College's mission and goals. The Facilities Master Plan's next steps in the College Master Plan will be to identify the Facilities Condition Assessment Index (FCI) 1-5, 5-10 year plans. We anticipate posting this on the College Facilities Maintenance and Construction web page.</p>
CAMPUS MASTER PLAN - Design Standards	<p>The construction standard guidelines for the College campus will be the last information used for future renovation and construction from the very first planning and design stages through to actual construction, facilities maintenance, and management. The standards include serving as a basis for a code of quality for all campus-wide design, construction, and maintenance procedures. The level of quality is determined based on reliability, serviceability, safety, and cost (including design, construction, inventory, operations, and maintenance costs). The standards will be the basis from which designers and consultants create specifications. Currently, they are under review by Facilities staff.</p>
CAMPUS-WIDE - Cooling and Hot Water Distribution Project –Infrastructure Expansion	<p>The investments in the Central Plant have met the College's goals of energy efficiency and cost reduction. The CHP's heat exchangers, condensing boilers, and chillers are capable of supplying our HVAC needs for the entire campus.</p> <p>The next emphasis will be placed on incorporating the CHP into all renovated and new buildings; for instance, the Administration Building's chiller and failing cooling tower will be replaced with the Central Plant's chilled water supply and return piping. This will require the installation of new underground piping starting at the Central Chiller Plant, possibly routed through Lot 1, then wrapping back to the Administration Building and further to the new Performing Arts Academy (PAA). The extension of the hot water piping to the new PAA is also required. For this reason, we contracted with an engineer to study the scope, make recommendations, and establish a timeline to coincide with future programming needs. The engineering study is under review.</p> <p>Furthermore, with significant parking lot and landscape renovations proposed, the opportunity to upgrade and tap into nearby utility infrastructure should be taken. The cost</p>

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	savings can be realized by bundling improvements; while the initial disruption to the campus may be larger, the need for subsequent disturbance of that area will be significantly reduced.
ADMINISTRATION BUILDING - HVAC	The replacement of the building mechanical systems is becoming critical. The cooling tower is beyond its life expectancy and the basin has rusted out, which will require a quick fix to be repaired. Long-term access to the Central Chiller Plant will be needed. Our goal will be to bring underground utilities from the CHP to this location and possibly become a part of the Performing Arts Academy/Vocational Technology High School Project. A feasibility study has been conducted, and the report is under review.
CAMPUS-WIDE – Wayfinding Signage and Site Maps	The College has completed a comprehensive design guideline for future implementation of the wayfinding and signage throughout the campus. Should this long-term project develop into an active program, the College will have an opportunity to enhance its ability to provide a welcoming environment and a pleasant, memorable experience for campus visitors, while affirming a positive identity and a consistent image. The review will be presented and a year replacement plan will be put forward.
CAMPUS-WIDE - Energy Management System	<p>For the past five years, the College has invested in comprehensive energy cost-saving equipment and controls. It is now a good time to determine how effectively our program is progressing. Under the natural gas supplier energy program, the College has engaged in a professional energy auditor to conduct an extensive energy audit (free of charge) of the College's buildings for energy savings opportunities. On June 14, an audit was conducted and the results will report the building's energy-consuming equipment and provide feasible energy conservation measures (ECMs). Once in hand, the College can compare efforts and make acceptable decisions as to where to invest future energy efficiency money.</p> <p>Also, the trending of the Energy Management System (EMS) continues to be collected. The EMS and utility tracking are essential when planning equipment and control upgrades. The EMS stores historical energy trends to accurately predict the campus needs. The Chief Engineer is able to access these</p>

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	systems to facilitate troubleshooting equipment failures and temperature issues, manage building schedules, and adjust temperature set points. Tridium is also used to track the College's utility submeters.
DEMOLITION - College Center and HPEC Pool	The determination to demolish these two buildings was made because they have exceeded their useful life expectancy, are in poor condition, are in need of extensive renovations, and are programmatically not suitable for alternate services. The buildings are obsolete, not up to code, difficult to utilize, and have significant building system issues. Given these concerns, the limited value of the buildings, and the high cost to rehabilitate, these buildings do not warrant renovations. It is important to reduce substandard existing inventory of inadequate space as new space comes on-line. Currently, there is no funding in place and any action will be deferred.
EMERGENCY GENERATOR/UPS System	The College has engaged an outside consultant to determine our critical needs and overall Security master plan.
HEALTH SCIENCES BUILDING Upper Campus	<p>The project is on schedule and progressing nicely:</p> <ul style="list-style-type: none"> • Structural steel and concrete slabs are completed. • Exterior wall construction has begun. • Interior wall and MEP layout has begun. • Exterior MEP work is underway.
INSTRUCTIONAL BUILDING - Renovation	The Instructional Building renovation project is now underway with our first kick-off meeting. The next step prior to beginning construction is the fencing of the formation and construction of the site once city permit is secure. The project is expected to be completed in August of 2018.
LIBRARY - Part 1 - Envelope Study	This project will fix water intrusion issues emanating from the building envelope. The project will start in the spring or summer of 2017.
MILL CREEK SAILING CENTER	The Mill Creek County Park houses a dock for the Ocean County College sailing team. A sailing center building is proposed to be built. The engineer on the project has completed the building design and will provide a proposal for site revisions that will integrate the recommendations of FEMA flood elevation changes. When the proposal is finalized, the documents can be completed and ready for bidding when funding is available. Permits will expire June of 2017; if the building construction does not begin by then, all permits must be re-applied for.



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NURSING BUILDING - Phase 2 Renovations	The Nursing renovation project will be conducted this fall. The window replacement has begun. The next phase of renovations will be to issue GC bids shortly and includes ADA compliant sidewalk and parking lot construction, door replacement, fire alarm replacement, and screen wall installation around mechanical equipment. Once completed, this will close out the last of the State Bond.
REPURPOSING OLD BOOKSTORE - Bookstore to New OCC Conference Center	With the Bookstore operations being relocated to the new Student Center, the goal will be to repurpose the old existing Bookstore space as a Conference Center. The Barnegat Bay Partnership (BBP) has left the Brown property and has occupied the loading dock area of the building. The Conference Center would provide an adequate student activity center and meeting rooms for external and internal users. The Conference Center external architectural and lighting systems are in excellent condition with easy access to the loading dock. Some repair of the building's mechanical, electrical, and plumbing (MEP) systems may be needed. Long-term access to the Chiller Water Plant will be needed also.
PERFORMING ARTS ACADEMY - PAA	The Preliminary concept drawings have been completed and approved by the Toms River Planning Board and the Department of Education. An RFQ from our pool of architectural/engineering services will be issued shortly.

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.