

EXHIBIT C



**BOARD OF TRUSTEES
Buildings and Grounds Committee Agenda Items**

To: Board of Trustees
From: Office of the President
Date: November 29, 2017

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 7, 2017:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for December 7, 2017 (**Exhibit C-1**)

EXHIBIT C-1



**Ocean County College Board of Trustees
Buildings and Grounds Committee Agenda
December 7, 2017**

FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS

| Location / Project | Latest Project Update |
|--|---|
| ADMINISTRATION BUILDING – HUB | The space mapped out by MSA Architects and the finalized floor layout has been developed into construction specifications. The RFP is out for bid to the General Contractor's (GC). The awarded recommendation will be brought to the Board in January with construction starting in February. Work will be complete summer of 2018. |
| ATHLETIC FIELD LIGHTING | The College and the Players Development Academy (PDA) soccer association previously agreed to have lighting installed on the soccer field with the PDA funding the project. The project engineer has recommended lowering lighting levels and adjusting the original scope of work to lower the project cost by \$100,000. A presentation meeting was held by the College and PDA. PDA took the information for further review to fund the project at the lowest cost. As of yet, PDA has not responded to the College whether they will pay for the project and if the College should proceed with construction. |
| CENTRAL PLANT HOT AND COLD WATER DISTRIBUTION PROJECT | Central Plant's chilled and hot water piping will require the installation of new underground piping starting at the Central Plant, routed to the new Performing Arts Academy (PAA), through Lot 2, then wrapping back to the Grunin Center, to Administration Building, to Library, and back to the Central Plant, completing the loop. For this reason, an engineer will study the scope, make recommendations for the exact location for vaults, and establish a timeline to coincide with PAA and PAA parking projects. Both projects will significantly affect parking lot #2 entrances, driving lanes, new formed busing lanes, and landscape renovations to control traffic flow. A time and cost savings can be achieved by projects bundling improvements simultaneously to lessen disruption to the campus and need for subsequent disturbance of that area. The project is currently out for bid to engineers. |
| COLLEGE CENTER DEMOLITION; OLD BOOKSTORE TO CONFERENCE CENTER AND POOL TO GYM CONVERSION | The College Center Demo and Pool to Gym conversions are projects funded under Chapter 12: Funding for the Bookstore to Conference Center is available from College resources. We will begin to engage architect and engineer (A&E) designers within the next few months. We recommend paring the three smaller projects together due to size, output, and scale of operation to achieve economies of scale. The cost advantages of having a single A&E firm from the pool along with a Construction Manager (CM) to oversee the entire project generally decreasing fixed costs spread out over the 3 projects. The projected completion date for the College and Conference Center is approximately Winter 2018 and College's Health and Human Performance pool to new gym space needed by the Summer 2019. |
| FACILITIES STORAGE STRUCTURE | Over 30-years old, the storage barn behind the Facilities Management Building has exceeded its usefulness. A layout and cost to remove the current barn and build a new two-story structure in a possible "L" shape configuration, approximately 2,400 sq. ft., has been reviewed. Design for the barn is pending with a few options, but no work will occur until funding is available. In addition, there is a need for two-bay utility buildings for the Security electronic street signage and emergency equipment storage. |

| Location / Project | Latest Project Update |
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| HEALTH SCIENCES BUILDING – Upper Campus | <p>Construction is nearing completion, however, the general contractor is behind schedule. The original completion date was October 30th. The general contractor cannot provide an accurate completion date at this time. We anticipate a substantial completion date (a receipt of a Temporary Certificate of Occupancy at a minimum) on December 30, 2017. The construction progress for the reporting period has reached 92% completion. Ongoing work includes site work, interior finishes, cleaning and metal panel wall system completion. Delays include lack of general contractor coordination with subcontractors and repairs to work in place. Township inspections are ongoing.</p> |
| INSTRUCTIONAL BUILDING – Renovation | <p>According to the contract, Substantial Completion date was November 27, 2017, and the Final Completion date is January 22, 2018; however, the College and CM see the critical path predicting project completion of February 28, 2018, for Substantial Completion and March 28, 2018, for final completion. Both dates above are approximately 3 months past the contractual Substantial and Final Completion dates. The general contractor continues to update their critical path schedule; however, the College does not agree that it is accurate. The Contractor's Project Manager (PM) reported that they have prepared a revised schedule, but internal discussions/ review are needed before this can be issued. The construction progress for the reporting period has reached 58%. Ongoing work includes metal stud framing and mechanical, electrical, and plumbing (MEP) rough-in at the addition, wall board taping and spackling on the interior, and MEP rough-in completion. The major utility tie-ins are complete. Roof work is mostly complete along with HVAC unit installation. The contractor is providing temporary heat to allow for installation of finishes.</p> <p>The College will replace the roof of the building independent of the general contractor's work. The roof replacement is on this Board's agenda for approval and will take place as weather conditions permit.</p> |
| MILL CREEK SAILING CENTER | <p>The J. Philip Citta Center for Sailing and Maritime Arts and Sciences, located at Mill Creek County Park in Bayville, has two project phases. Phase I, which was completed in September, 2015, included a dock and floating boat launch, along with landscaping and lighting. The OCC Sailing Club can now begin using the dock. Fundraising is underway for Phase II, which includes a 1,400 square foot sailing boat house. The Sailing Center construction cost, estimated at \$1,296,300, is now revised and detailed as follows:</p> <ul style="list-style-type: none"> • Site \$340,500 • Core and Shell \$603,200 • Fit-out \$352,600 <p>The final drawings of the building and its associated site work has been submitted. The next step is to submit sealed copies by the architect and engineer for permits whenever construction would be slated to begin. Lastly, the issue of the existing permits will run out if the work did not begin by the end of June, 2017. This is not an issue, since an electrical conduit has already been run to the building's location for future construction. The final determination would be up to the various State entities to determine, along with possibly the County Parks Department. Overall, the cost estimates were higher than expected, resulting in a review by the Sailing Committee for either scaling back or raising the shortfall of \$600,000. A.J. Trump met with the stakeholders and they have made a few suggestions to possible changes to the building. Other than a new design, we do not see making it work.</p> |

| Location / Project | Latest Project Update |
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| | As of November 21 st , the College is going to contact with an architect directly in an effort to redesign the building to fit within the current funding of \$600,000. The results of the redesign must be approved by the College, Ocean County Parks and Recreation, and the Ocean County Freeholders. The redesign must also adhere to previously issued permits by Green Acres, CAFRA, and NJDEP. |
| NURSING BUILDING – Phase 2 Renovations | The College has determined that the existing Nursing Building is a suitable space to construct two new Anatomy and Physiology (A&P) labs. These labs are required to support the increase of student enrollment in the STEM disciplines, along with the Nursing program. These new labs will be designed to match the previously constructed A&P lab in the Hering Science Building, completed in 2015. Funding will be provided by the balance of the State bond. Additional work includes construction of an ADA-compliant sidewalk and parking lot, exterior door replacement, fire alarm replacement, and screen wall installation around mechanical equipment. Design work will be completed in January with an anticipated construction start date of summer 2018. |
| PERFORMING ARTS ACADEMY – PAA | Programming, schematic design, and design development are now complete. The College, CM, and OCVTS are reviewing the design development documents while the architect is working on the bid and construction documents. The designers will incorporate all review comments into their design. Several estimates have been provided by the CM and reconciled with the architect to come to an agreed upon design and budget for the College and OCVTS. The intention is to bid the project out to general contractors in March 2018 and award a purchase order (PO) in May 2018. |
| SECURITY UPGRADES | Elert & Associates (E&A) have provided an assessment and a master planning report for the security systems at Ocean County College. This assessment report defined the total scope of work for multiple phases along with anticipated construction costs. The project design phase is complete and the next step in this project is reviewing the video surveillance demos that are scheduled for the week of October 2nd. Then E&A to produce technical specifications and scope of work for a competitive request for proposal of Phase 1 and Phase 2 construction and installation. |

| Deferred Maintenance (DM): Repairs and replacements that have been delayed. | | | | | |
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| Year | Bldg. | Item | Vendor | Cost Estimate | Comment |
| 2016-17 | Security | Install generator. | Kubiak | \$30,000 | Bid awarded. |
| 2017-18 | Campus | Re-surface 1/20 of parking spaces 43 acres x 43,560 sq. = 1,873,080/20 = 93,654sq.ft/year - Chapter 12 funds? | Bid | \$150,000 | Fill in pot holes and replace sections along services roads - Hold off Lot 2 as long as possible. |
| 2017-18 | Gateway | Replace existing lock system with some push button units and all other converted to OCC Standards. | Bid | \$200,000 | Need to rewire building. |
| 2017-18 | Maintenance | Remove existing Barn and replace with pole barn. | Bid | \$160,000 | |
| 2017-18 | Exterior | Cover/cap three exterior stairs entering library. | Wooster Products | \$30,000 | Major replacement of concrete steps at Library and Administration Buildings. |

| Location / Project | | Latest Project Update | | | |
|--------------------|----------------|--|----------------|---------------|---|
| Year | Bldg. | Item | Vendor | Cost Estimate | Comment |
| 2017-18 | Gateway | Shade replacement in classrooms. | Bid | \$40,000 | Will install over the Winter Break. |
| 2017-18 | Campus | Door replacements: Planetarium entrance; Administrations Ground floor (conference room and office entrances); and Gym (8) doors. | Bid | \$30,000 | Constant problems with swing door and air infiltration - reduce energy and improve comfort. |
| 2017-18 | Administration | Upgrade restrooms to correspond with the HUB opening; all floors will receive new lighting, ceiling tiles, painting, and fixtures and sinks. | Bid | \$60,000 | ADA Requirement added to HUB Project. |
| 2017-18 | Security | Purchase (2) security vehicles; move older security vehicles into facilities fleet department. | State Contract | \$70,000 | Ordered. |
| 2017-18 | Grounds | Purchase all-purpose utility vehicle. | State Contract | \$25,000 | Kubos replace golf cart. |
| 2017-18 | Russell | Caulked windows, repair leaks, replaced exterior vents, and brick repointed where needed. | Bid | \$50,000 | |
| 2017-18 | Grunin | Located and repaired source of leaks under parapet and Second floor gallery. | Bid | \$25,000 | Requested by Linda Novak. |
| 2017-18 | Facilities | Replace vehicles: 2002 and 2003 Chevy Pick-ups, S10 and 1998 Dodge pickup with either Transit or F-150 trucks. | State Contract | \$105,000 | Replace large with smaller utility vehicles. |
| 2017-18 | Grunin | Install heat curtain to replace old. | CORE | \$22,000 | To regulate the hot and cold air in the lobby when the automatic doors open. |

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.