

# ***EXHIBIT C***



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

**To:** Board of Trustees  
**From:** Office of the President  
**Date:** January 19, 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, January 26, 2017:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for January 26, 2017 (**Exhibit C-1**)

## ***EXHIBIT C-1***



**Ocean County College Board of Trustees  
Buildings and Grounds Committee Agenda  
January 26, 2016**

**FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS**

Location / Project	Latest Project Update
ADMINISTRATION BUILDING - Phase 3 - First Floor	One-Stop Shop concept has great potential at OCC. This past winter break the front entrance vestibule and doors were relocated to increase the lobby area for the first floor, making space for "ONE STOP" design. A focus on service built into a single location (as well as virtual) that brings together interconnected offices such as Financial Aid, Bursar, Registrar, and Advising under a "one-stop shop" with the intention of improving customer/student services that lead to greater overall satisfaction and improved retention and graduation rates for students. Currently, an RFP has been issued for the pool to assist with the layout.
ADMINISTRATION BUILDING - Structural Investigation and Repair	As the building is ending its useful life expectancy, we will continue to "Band-Aid" the building 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.
ATHLETIC FIELD LIGHTING	The College and the PDA (Players Development Academy) soccer association have agreed to have lighting installed on the soccer field. The PDA will fund the estimated project cost of \$800k. An RFP for construction was issued this month. The project is expected to be completed summer of 2017.
CAMPUS MASTER PLAN	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 supports 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 to post this on the College Facilities Maintenance and Construction web page.

Location / Project	Latest Project Update
CAMPUS MASTER PLAN - Design Standards	<p>The construction standard guidelines for the college campus will be the last source of 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, it is under review by Facilities.</p>
CAMPUS-WIDE - Cooling and Hot Water Distribution Project – Infrastructure Expansion	<p>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.</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. The next course of action will be placed on incorporating the CHP into all renovated and new buildings; for instance, replacing the Administration building's chiller and failing cooling tower 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. Furthermore, with significant parking lot and landscape renovations proposed, the opportunity to upgrade and tap into nearby utility infrastructure should be taken. The cost 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.</p>

Location / Project	Latest Project Update
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 effective 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 14th an audit was conducted and the results will report what the building's energy consuming equipment are and provide feasible energy conservation measures (ECMs). Once in hand, the College can compare efforts and make acceptable decisions as to where to invest in future energy efficiency money. 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 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.</p>
CAMPUS-WIDE – Wayfinding Signage & Site Maps	<p>The College has completed a comprehensive design guideline for future implementation of the wayfinding and signage throughout the campus. Currently, an RFP has been issued for a three phase project beginning within the inner campus mall and expanding out to the entire campus. The three phase project enhances its ability to provide a welcoming environment and a pleasant, memorable experience for campus visitors, while affirming a positive identity and a consistent image.</p>
DEMOLITION - College Center and HPEC Pool	<p>The determination to demolish the College Center and the HPEC 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 building is 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 do not warrant a renovation. 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.</p>

Location / Project	Latest Project Update
FACILITIES STORAGE STRUCTURE	The 30 year-old storage barn, behind the Facilities Management building, is dilapidated. 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, we see a need for two bay utility building for the Security electronic street signage and emergency equipment storage.
HEALTH SCIENCES BUILDING - Upper Campus	The project is on schedule and progressing nicely with the exterior skin of the building beginning to take shape. The project is on schedule for 2018 and within budget.
INSTRUCTIONAL BUILDING - Renovation	The Instructional Renovation project is now underway. Site and interior demolition are in progress. The Township permits were received this month. 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 is out for bidding this month and will start in the spring or summer of 2017.
MILL CREEK SAILING CENTER	The Mill Creek County Park houses a dock for the public's use and the Ocean County College sailing team. A sailing center building is proposed to be built. The engineer on the project is completing the building's design while coordinating with FEMA flood requirements. When the design is finalized, the building will be ready for bidding when funding is available. Permits will expire June of 2017 and, if the building construction does not begin by then, all permits must be re-applied for.
NURSING BUILDING - Phase 2 Renovations	The Nursing Renovation project began this fall. The window replacement is complete. 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.



Location / Project	Latest Project Update
OCC Conference Center (old Bookstore) REPURPOSING	With the Conference Center (Bookstore) operations being relocated to the new Student Center, the goal will be to repurpose the Conference Center (the old existing Bookstore) space. 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. Repair of the building's mechanical systems is needed. Connection to the Hot Water Plant and Chiller Water Plant is needed and is being investigated.
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 for architectural/engineering design services has been issued and proposals received this month. Proposals are being evaluated.
SECURITY UPGRADES	The College has engaged an outside consultant to determine our critical needs and overall Security master plan. We anticipate a moderation and enhanced security feature improving overall OCC campus safety.

*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.*