

EXHIBIT C



BOARD OF TRUSTEES
Buildings and Grounds Committee Agenda Items

To: Board of Trustees
From: Office of the President
Date: January 17, 2018

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 25, 2018:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for January 25, 2018 (**Exhibit C-1**)

EXHIBIT C-1



**Ocean County College Board of Trustees
Buildings and Grounds Committee Agenda
January 25, 2018**

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 award recommendation is on this month's agenda. Construction is slated to begin in February and work will be completed 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, newly formed busing lanes, and landscape renovations to control traffic flow. A time and cost savings can be achieved by bundling improvements simultaneously to lessen disruption to the campus and need for subsequent disturbance of that area. The award recommendation for engineering is on this month's agenda.
COLLEGE CENTER DEMOLITION; OLD BOOKSTORE TO CONFERENCE CENTER CONVERSION AND POOL TO GYM CONVERSION	The College Center Demo and Pool to Gym conversions are projects funded under Chapter 12. Funding for the Conference Center is available from College resources. We have combined the design of 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 prequalified 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 area renovation to new gym space needed by the Summer 2019. The award recommendation for architecture and engineering is on this month's agenda.

Location / Project	Latest Project Update
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.
HEALTH SCIENCES BUILDING – Upper Campus	Construction is complete with repairs, touch-up, punch list and closeout remaining. Furniture installation will be completed this month. However, the general contractor is behind schedule with substantial completion anticipated to be achieved this month. The original completion date was October 30 th . Delays include lack of general contractor coordination with subcontractors and repairs to work in place.
INSTRUCTIONAL BUILDING – Renovation	<p>The project is progressing but is behind schedule. According to the contract, Substantial Completion date was November 27, 2017, and the Final Completion date is January 22, 2018. The general contractor (GC) recently provided a schedule update showing substantial completion in early March and final completion in early April. The GC states that the delays are due to additional work not under their control. The College disagrees and believes the late finish is the result of poor coordination and planning by the GC. The construction progress for the reporting period has reached approximately 75%. Ongoing work includes taping, spackling, painting, ceilings, ceramic tile, HVAC grilles and diffusers and system testing in the existing building and taping of walls and completion of windows in the addition. The major utility tie-ins are complete. 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 dependent on the College receiving County funding 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</p>



Location / Project	Latest Project Update
	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. 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. The award recommendation for architecture is on this month's agenda.
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 Hiering 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 this month with an anticipated construction start date of summer 2018.
PERFORMING ARTS ACADEMY – PAA	Programming, schematic design, and design development are now complete. Bidding and construction documents were issued to the College earlier this month and are under review by the College and CM. The bid documents will be issued to the state Comptroller's office for review and then issued for bidding to general contractors. Once the comptroller's office review is complete, the project will be issued for bid to general contractors in March, 2018, with the goal of having an award recommendation on the April agenda.
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.					
Year	Bldg.	Item	Vendor	Cost Estimate	Comment
2016-17	Security	Install generator.	Kubiak	\$30,000	Starting March 2018.
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 service 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	

Location / Project		Latest Project Update			
Year	Bldg.	Item	Vendor	Cost Estimate	Comment
2017-18	Exterior	Cover/cap three exterior stairs entering library.	Wooster Products	\$30,000	Major replacement of concrete steps at Library and Administration Buildings.
2017-18	Gateway	Shade replacement in classrooms.	Bid	\$40,000	Already started.
2017-18	Campus	Door replacements: Planetarium entrance; Administration 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. Equipment is on order.

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.