

BOARD OF TRUSTEES FINANCE/CAPITAL COMMITTEE MEETING MINUTES OF SEPTEMBER 4, 2018
(CAPITAL COMMITTEE MEETING MINUTES)

Finance/Capital Committee Members 2017-2018:

John DeGrace, Chair
Linda Green
Wanda Jackson
Ed Powers
John Durso

The Capital Committee segment of the Finance/Capital Committee meeting of the Board of Trustees was called to order by Trustee DeGrace at 5:10 p.m. on Tuesday, September 4, 2018. The meeting took place on the eleventh floor of the Administrative Tower.

Committee members present: John DeGrace
Ed Powers
Kathy Weiss
John Durso
Donna Tuman
Alex Figueroa (Student Trustee)
Jorge Gardyn (Ex-officio)

Committee members absent: Wanda Jackson
Linda Green

Also in attendance: President Keen
Vice Presidents Collins, Murray, Muscarella, Reznik, Conzatti
Associate Vice President Sandra Friedman
Treasurer Hahn
Procurement Director Cappello
Comptroller Izquierdo

AGENDA ITEMS:

Item #1 - Review and Approval of June 12, 2018 minutes:

Trustee Powers made a motion to approve the minutes. Seconded by Trustee DeGrace. Minutes approved.

Item #2 – Amended 2016 County Capital Plan:

VP Muscarella noted that there have been no further changes to the Nassau County CIP since its approval by the Legislature. We have been informed that the County will attempt to get back on the same CIP schedule as in the past. This would be beneficial to NCC as we would then be in a better position to request funding from SUNY as the State requires capital requests to be submitted by mid-December.

Item #3 – Final State Community College Capital Funding:

VP Muscarella reviewed the final State Community College Capital Budget that reflected the almost \$13M for NCC. This represents the second largest budget of and community college in the State.

Item #4 - Capital Expenditures Report:

VP Muscarella gave the report. The largest expenditure is for fiber optic cable installation in conjunction with the south parking lot project.

Item #5 - State Reimbursement Status:

VP Muscarella reported that there are only four reimbursements pending at this time.

Item #6 - Facilities Use Waivers:

Two resolutions were introduced granting fee waivers to non-profit groups to use NCC facilities for fund raising events. EAC (Empower, Assist and Care) and NCSY (National Conference of Synagogue Youth) had both requested use of the Tower Building for a rappelling event in October. Resolutions were approved. (For the EAC resolution, Trustee Powers made the motion for approval and Trustee DeGrace seconded. Trustee Durso recused himself as he is a board member of EAC. For the NCSY resolution, Trustee Durso made the motion for approval and Trustee Powers seconded.)

Item #7 - Discussion of Residence Hall Planning

VP Maria Conzatti commented that information provided by a consultant concerning how NCC will need to organize a support branch to oversee residence hall operations has been forward to all trustees. Dr. Gardyn designated Trustees Powers, DeGrace and Durso to work with the administration on review of residence hall planning and report back to the committee at the October meeting.

Item #8 - Project Status:

ADA RAMPS AT NORTH AND SOUTH HALLS: All concrete ramps, stairs, slabs, and pavement restoration are complete at North & South Halls. Installation of new stainless steel hand railing sections has commenced at South Hall. North Hall hand railings are currently in fabrication and will be installed in next 4-6 weeks.

WEST PARKING LOT RENOVATION: Demolition of existing pavement and site removals on going in Stages 1A/1B and 2. New concrete curbing being installed in Stage 1A. Design firm working on incorporating NCDPW design comments for new left turn signal at Blenn Blvd. Stages 1A/1B and 2 substantially complete for Fall 2018 semester opening; Stage 3 will start-up in October 2018.

Trustee DeGrace asked if NCC was obligated to accept the lowest bid in all cases and VP Muscarella responded that only qualified lowest bidders must be accepted. Bidders deemed to be unqualified can be rejected even if they are the lowest bidder.

CLUSTER F RAMP ARM SHORING PROJECT: Construction completed on schedule and under budget. Scope of Work included new concrete footings, new steel support column, safety bollards and site restoration. Work underway to repair cracking at E Cluster bridge as well.

TOWER LOWER LEVEL RENOVATION: The Tower Lower Level Renovation was substantially complete for the Fall 2018 semester. The scope of work included a new entry vestibule, lighting, ceilings, finishes, renovated restrooms and furniture. HVAC piping replacement was also included throughout the renovation.

RENOVATION OF VACATED ART SPACE TO CREATE NEW STARBUCKS: Working with CulinArt and Starbucks to renovate previous museum gallery space in CCB and create a new Starbucks. Work is currently underway.

ELEVATOR RESTORATION PROGRAM: Contract to Alliance-Unitec Elevator has finally been approved by the County and funds are encumbered. Construction kick-off meeting on June 7: work to proceed immediately with Library elevators being first; contractor is preparing elevator and elevator cab shop drawings. Work orders being processed to on-call contractors for additional related work; GC work of approx. \$144k and electrical work of \$277k.

RENOVATION OF ANATOMY AND PHYSIOLOGY LAB: Over the summer, complete renovation of the AP lab was on-going and the lab was substantially complete for the start of the Fall semester. Dr. Gardyn commented that we should designate and renovate more space for Anatomy and Physiology due to the program's popularity.

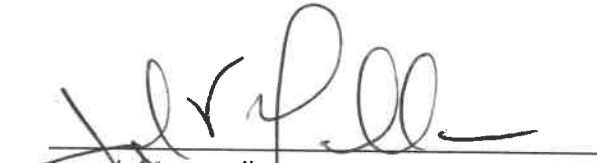
RENOVATION OF BOOKSTORE: Working with the new bookstore vendor to complete a waterproofing and renovation project and to assure work is done in alignment with NCC design standards.

108 DUNCAN AVENUE RENOVATION: RFP responses from on-call Architects for new Culinary and Nutrition programs/facilities received and rated. Cannon Design chosen technically first. Meeting held with department to review scope of work. Design kick off meeting to be scheduled asap; Design is expected to take one year. Hearing before Open Space and Parks Advisory Committee was held June 13th.

LIBRARY ROOF REPLACEMENT: An RFP was issued and the proposals received were evaluated and rated. An on-call Contractor was selected to provide services for the evaluation, planning and design based on a construction cost estimate of approximately \$1.5M. Awaiting funding approval.

CLUSTER RESTROOM RENOVATION PROGRAM: Renovation project for the restrooms in Clusters A, B, E and F is in the planning stages; scope of work is being investigated but at a minimum, work will include new partitions, toilet fixtures and renovated flooring and lighting. Clusters C and D will be handled as part of the overall building renovation currently in design. Funding will also be requested for the first phase of the project will be requested in the 2018 County Capital Improvement Plan.

Meeting adjourned at 5:40 p.m.


Joseph Muscarella
VP Facilities Management