

BOARD OF TRUSTEES FINANCE/CAPITAL COMMITTEE MEETING MINUTES OF February 13, 2018
(CAPITAL COMMITTEE MEETING MINUTES)

Finance/Capital Committee Members 2017-2018:

John DeGrace, Chair
Linda Green
Wanda Jackson
Ed Powers

The Capital Committee segment of the Finance/Capital Committee meeting of the Board of Trustees was called to order by Trustee DeGrace at 5:30 p.m. on Tuesday, February 13, 2018. The meeting took place on the eleventh floor of the Administrative Tower.

Committee members present: John DeGrace, Chair
 Linda Green
 Ed Powers
 Therese Russell, Student Trustee (appointed ad hoc)
 Kathy Weiss, ex-officio

Committee members absent: Jorge Gardyn, Wanda Jackson

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

AGENDA ITEMS:

Item #1-Review and Approval of January 9, 2018 minutes:

The January 2108 minutes could not be approved, as there were not enough committee members in attendance who were present at the January meeting.

Item #2-Amended 2016 County Capital Plan:

VP Muscarella noted that the Nassau County Legislature approved the Amended 2016 CIP (handout in the packet) in a special reconvened session of the January 26, 2018 meeting on February 5th. VP Murray and VP Muscarella were present at the February 5th session and commented to the Legislature as to the importance of having the CIP amendments for NCC approved so that documentation could be sent to SUNY for inclusion in the State budget. The Legislature approved the amendments to the CIP in a unanimous vote later that evening.

Item #3-2017/18 Proposed Capital Requests to County/State:

VP Muscarella reviewed the updated list of requests to the State based on the County's approval of the 2016 amended CIP.

Item #4-Capital Expenditures Report:

VP Muscarella gave report. The largest expenditure (\$132,540) for February 2018, for Brailsford & Dunlavey, Inc. is for the Residence Hall Feasibility study. Other expenditures were briefly discussed.

Item #5-State Reimbursement Status:

VP Muscarella reported that there are no reimbursements pending for February 2018. Thus far, reimbursements from the State total over \$55M.

Item #6-Waiver of Facilities Rental Fee:

Trustee Green made a resolution to approve a Facilities Fee waiver for the Nassau County Empire State Games for the Physically Challenged, seconded by Trustee Russell. Motion was approved.

Item #7-Project Status:

NORTH & SOUTH HALL RAMP REPLACEMENT: At South Hall, footings and foundation walls complete, slab/stair segments have been formed and ready for concrete pour. At North Hall; footings poured, foundation wall rebar installed and being formed.

ELEVATOR RESTORATION: Contract to lowest bidder (Alliance-Unitec Elevator) is being routed thru County approval and encumbrance process; recent CIP approval included additional funding needed to encumber contract. Awaiting access to funding. Work orders being processed to on-call contractors for additional related work; GC work of approx. \$144k and electrical work of \$277k. Work to begin immediately after contract processing, beginning with Library elevators.

BRICK CAFÉ RENOVATION: Design is now at the 90% stage and is expected to be complete by March 2018 with contract award anticipated for July 2018. Funding has been approved but is not yet bonded, estimated at \$5M.

DATA CENTER REDESIGN AND UPGRADE PROJECT: Project is progressing well with Design Documents at 90% completion; Currently under review with NCC DD&C. Comments will be provided to the Consultant by mid-February with final documents expected on or before end of March 2018. Bidding and Contract award is expected to be completed by the end of July 2018; Construction expected to be completed by December 2018. Project will include renovated spaces with state of the art, energy efficient cooling system.

UTILITY COST REDUCTION PROGRAM: After RFP, contract with Troy & Banks has been fully executed; Project Kick-Off meeting was held on Thursday 12/28/2017. Consultant's fee will be based on % of credit/savings identified and includes them reviewing and auditing all NCC utility service accounts. Currently in the data collection phase. Project duration approximately 6 months.

FIRE ALARM UPGRADE PROJECT: Buildings S, H & Y: Installation of new systems in S & H Buildings are 95% complete with only asbestos abatement remaining. This work was temporarily delayed pending County encumbrance, now scheduled for 2/19/18. Building system upgrade has also begun.

Clusters: Funds have been encumbered (\$190,089.50) to install new FACP in clusters A, B, D, E & F and P Building. Equipment/devices have been ordered.

TOWER PLAZA LEVEL: Construction is now complete and the Art Director has begun to move in and set up for the first show. Renovation is now 100% complete and closes off the Tower traffic from the gallery while allowing a peak into the new space.

TOWER LOWER LEVEL: Design for the Lower level is complete and proposals are being requested from our on-call contractors. Bids are due back at the end of the month. Work will include a new seating area outside the SSC, completely renovated restrooms, floors, ceilings, etc.

PEDESTRIAN RAMPS: An RFP was issued to our on-call contractors and proposals are being evaluated. Additional repair work will also be needed at the E Cluster ramp where severe deterioration was discovered. Funding for the ramp restoration/replacement has been included in the recently approved CIP. NCC has accepted the pre-fabricated design done by industrial designer Billings Jackson Design; design work is proceeding. Plan is to systematically replace concrete ramps, beginning with F and E Cluster ramps, which are the most deteriorated. Current funding should cover first 2-3 ramps.

108 DUNCAN AVENUE RENOVATION: Nassau County Planning Commission (NCPC) approved minor subdivision at 10/19/17 meeting; NC Legislature also approved the property transfer. New deed has been executed and will be recorded in Nassau County Clerk office; copy will be forwarded to SUNY to secure funding for renovation (match to value of building and property) RFP for building renovation design is 95% complete; will be out to on-call architects by the end of month.


WEST PARKING LOT RENOVATION: New Entrance from Charles Lindbergh Blvd approx. 98% complete with new asphalt roadway and signage installed; Waiting for warmer weather for new line striping; Design for new left turn signal at Blenn Blvd still awaiting NCDPW approval. Contract to lowest bidder (Pioneer Asphalt) was delayed due to lack of sufficient funds but recent bonding approved on 2/5/18, once posted, will allow for encumbrance. Current expectations are for early-April encumbrance; project phasing will have to be revised. Proposals received from on-call CM firms also reviewed and rated and task order will be issued to AVCMG as most qualified with fee of \$641k (approx. 5% of construction cost ~ normal).

POTENTIAL THEATER BUILDING PROJECT: Draft memo received from Nassau County to allow NCC to temporarily repair/ close damaged roof areas of the building however, DPW approval is still pending. They requested additional info last week and NCC submitted the same. While awaiting approval, NCC will work towards retaining estimates of building value, as it will be required for SUNY funding.

NORTH HALL RENOVATION: A moderate renovation of North Hall is underway. The project will consist of the following -- Fan Coil Unit replacement, restroom renovations, painting, elevator complete overhaul, ADA ramp replacement, new cooling tower and gas heat conversion.

PHYSICAL PLANT STAFF REORGANIZATION: A plan to reorganize the Physical Plant staffing to be more responsive to campus needs is underway. Planned changes include - moving technical staff from overnight shift to afternoon shift to increase supervision (New shift 3pm – 11pm), Use funding from two senior retiring personnel to fund four positions (1 Electrician, 1 Plumber and 2 general maintenance mechanics), hire new supervisor in appropriate title and hire new Custodian II to supervise night custodial staff.

Meeting adjourned at 6:00 p.m.



Joseph Muscarella
VP Facilities Management