

BOARD OF TRUSTEES FINANCE/CAPITAL COMMITTEE MEETING MINUTES OF APRIL 9, 2019
(CAPITAL COMMITTEE MEETING MINUTES)

Finance/Capital Committee Members 2018-2019:

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 5:00 p.m. on Tuesday, April 9, 2019. The meeting took place on the eleventh floor of the Administrative Tower.

Committee members present: John DeGrace
Wanda Jackson
John Durso
Linda Green

Committee members absent: Ed Powers

Other Trustees in attendance Jorge Gardyn (Ex-officio)
Kathy Weiss
George Siberon
Donna Tuman

Also in attendance: President Keen
Vice Presidents Collins, Muscarella, Reznik, Conzatti
Associate Vice President Sandra Friedman
Dean of Admissions Follick

AGENDA ITEMS:

Item #1 – Review and Approval of January 8, 2019 minutes:

Trustee Green made a motion to approve the minutes. Seconded by Trustee Durso. Minutes approved.

Item #2 – 2019 County Capital Request:

VP Muscarella noted that the full County Legislature passed the 2019 Capital Improvement Plan at their most recent meeting and that we would now be in a position to submit a request to SUNY for matching funds as soon as SUNY solicits requests this fall.

Item #3 – Final State Community College Capital Funding:

VP Muscarella explained that because the County was not able to approve a CIP before the State deadline for submission of documentation, SUNY would not accept any NCC projects for State funding in 2019/20. However, now that the County CIP is passed, we will have the documentation needed to make a submittal to SUNY well in advance of the State 2020/21 deadline.

Item #4 – Capital Expenditures Report:

The largest expenditure is the anticipated award of the C Cluster renovation project.

Item #5 – State Reimbursement Status:

VP Muscarella reported that there are no pending reimbursements at this time.

Item #6 – Approval of Facilities Fee Waiver for Empire State Games for the Physically Challenged:

Trustee Jackson made a motion to approve a resolution waiving the Facilities Fee for the Nassau County Empire State Games for the Physically Challenged. Seconded by Trustee Green. Motion approved.

Item #7 – Approval of Resolution Approving State Environmental Quality Review Form – Cluster C:

VP Muscarella introduced this resolution by explaining that all projects of the size of the renovation of C Cluster require an environmental review. In this case there is minimal environmental impact as the project scope is solely an interior gut/renovation of an existing structure. Trustee Durso made a motion to consider the resolution, seconded by Trustee Green. Resolution passed.

Item #8 – Approval of Resolution Approving State Environmental Quality Review Form – Cell Tower:

VP Muscarella described the requirement to pass this resolution. The existing cell tower on the campus has been operational since 2012 and NCC receives revenue from the firm that manages the carriers. A new carrier – AT&T – has requested space on the tower and an expansion of the equipment area at the base of the tower is required to accommodate this request. There is no significant environmental impact from this expansion. Trustee Green made a motion to consider the resolution, seconded by Trustee Durso. Resolution passed.

Item #9 – Discussion of MWBE program:

At the request of Trustee Siberon, NCC Legal Counsel, Procurement Director and VP Muscarella developed a written description of the MWBE practices that NCC adheres to. Although NCC is not subject to either the State of the County's MWBE policies, we do solicit participation from MWBE firms when such firms are qualified. The Procurement Department keeps a listing of these firms. Additionally, general contractors who execute County capital funded projects are required to submit a listing of their subcontractors who are MWBE firms and the value of their subcontracts. We also include the standard County Appendix concerning MWBE participation with all major solicitations that are issued through our Procurement Department. Trustee Weiss noted that the written description of the program included a statement that NCC will develop a policy concerning MWBE participation.

Item #10 – Project Status:

C CLUSTER RENOVATION: The Cluster C Renovation Bid Documents are being finalized. The Renovation will entail a complete gut renovation of the Academic Wing and Office Wing of Cluster C. Once the renovation is completed, the Engineering, Physics and Technology Department will be located on the 1st Floor while Physical Sciences Department will be located on the 2nd and 3rd Floors. The Construction time frame will be 2 years. Bidding will be taking place over Spring 2019. While Project Award is anticipated over Summer 2019.

CELL TOWER ADDITIONAL CARRIER: In 2010, NCC established an agreement with Beacon Wireless to construct a cell tower on the campus to generate revenue. At the time, there was only one carrier - Metro PCS. A second carrier – Verizon - was added in 2012. Beacon Wireless subsequently sold their lease to Phoenix Tower International (PTI). Recently, AT&T has requested space on the tower. In order to accommodate the AT&T antenna, a small expansion of the equipment area at the base of the tower is required. This expansion dictates the need for an environmental assessment. NCC will receive a onetime new carrier payment of \$25,000 and will receive approximately \$5000 monthly in payments from the cell tower lease holder - PTI.

WEST PARKING LOT RENOVATION: Stage 4 is 99% complete. Stage 3 construction started on April 5th. New storm water headwall installation completed and tied into existing recharge basin. Design Consultant submitted revised design, based on NCDPW comments, for approval of new left turn signal at Blenn Blvd. Still awaiting County approval.

NEW STARBUCKS STORE: The CCB Starbucks Project is complete. The store officially opened at the start of the semester spring.

ELEVATOR RESTORATION PROGRAM: Elevator and mechanical and electrical equipment shop drawings for all 10 elevators included in the project have been reviewed and approved. The elevators will be installed in three stages with stage one including the elevators in North Hall, B Cluster and one of the two elevators in the Library. Construction of B Cluster elevator is currently in progress.

NORTH HALL RENOVATIONS: Project scope includes: Complete renovation of 1st & 2nd floor restrooms on the first and second floors which is in progress now; Complete renovation of the elevator; Complete replacement of the HVAC system to include heating/cooling units in every room and new piping; Removal of all asbestos floor tiles on the first and second floor and replacement with new floor tiles; Repainting of all interior spaces – classrooms, hallways, etc.; and New blinds throughout the building.

DATA CENTER REDESIGN AND UPGRADE PROJECT: Project is at 100% Design and out for construction contract bidding. Bids due April 20th. Contract award is expected to be completed by the end of June 2019; Construction expected to be completed by April 2020. Currently awaiting County bonding. Project includes renovation of office/equipment spaces with state of the art, energy efficient cooling systems.

108 DUNCAN AVENUE AND K BUILDING CULINARY PROGRAM RENOVATIONS: Design programming completed and is in schematic design phase.

LIBRARY ROOF REPLACEMENT: Expansion joint repair underway. Caulking specifications finalized and ready to bid this spring. Finalization of roofing specifications expected in May, followed by bidding. Roofing project dependent on County bonding.

LIBRARY WRITING CENTER AND EOP TUTORING CENTER: Schematics and layouts have been completed and approved by end users. Furniture and finishes were selected. Detail design of the spaces along with electrical and mechanical requirements in progress. Project includes changes and renovations to parts of the 2nd and 3rd floors of the Library to accommodate the needs of the Writing and Tutoring Center and create a separate suite for the requirements of the EOP program.

Meeting adjourned at 5:20 p.m.



Joseph Muscarella
VP Facilities Management