

CAPITAL COMMITTEE  
BOARD OF TRUSTEES  
MINUTES

Meeting of January 14, 2020

**Finance/Capital Committee Members 2019-2020:**

**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 Powers at 4:55 p.m. on Tuesday, January 14, 2020. The meeting took place on the eleventh floor of the Administrative Tower.

Committee members present:            John DeGrace (Chair)  
   Ed Powers  
   Linda Green  
   Wanda Jackson  
   John Durso  
   Jorge Gardyn (Ex-Officio)

Committee members absent:            None

Other Trustees in attendance            Kathy Weiss  
   Donna Tuman  
   Bridget Russell (Student Trustee)

Also in attendance:                        President Williams  
   Vice Presidents Collins, Muscarella, Conzatti, Izquierdo  
   Associate Vice President Sandra Friedman  
   Associate Vice President Craig Wright  
   Treasurer Lisa Hahn

**AGENDA ITEMS:**

**Item #1** – Review and Approval of the December 10, 2019 minutes:  
Trustee Durso made a motion to approve the minutes. Seconded by Trustee Green. Minutes approved.

**Item #2** – 2020 County Capital Request:  
VP Muscarella reported that the committees at the County Legislature passed the Capital Plan, but the full Legislature has still not taken up the plan for final approval. NCC's state request is based on the plan that the county passed in January 2019, so we're not dependent on the 2020 plan for any of our state funding. The funding from the County in the 2020 Plan would form the basis for our State 20-21 request.

**Item #3** – Draft State Capital Request:  
VP Muscarella referred the committee to the attachment to the SUNY State Budget Executive Summary showing the Community College projects that SUNY has forwarded to the State for inclusion in the

Executive Budget. VP Muscarella pointed out that, once again, NCC has received more capital funding than any other Community College in the State.

Trustee Weiss asked why NCC has the largest amount and VP Muscarella responded that we have a good relationship with the County and they grant us almost everything we ask for so we try not to ask for too much in any one year.

Trustee Weiss asked if we have the oldest facilities compared to some of the other community colleges and VP Muscarella replied that considering the 1930's vintage part of the campus, yes but many other campuses also have 1970's vintage buildings like the majority of ours.

**Item #4 – Capital Expenditures Report:**

VP Muscarella pointed out the major expenditures for this period. The largest (\$317,304) was for an additional year of support from H2M, one of our Architectural firms for a staff member who serves as a project manager in our Department of Design and Construction. VP Muscarella pointed out that the staff member does not get paid over \$300,000 per year, but that the total expenditure includes overhead and profit for the firm as well. The \$317,304 is fully state reimbursable. For actual employees of NCC charged to County Capital funds, the State does not reimburse any of that expenditure.

**Item #5 – State Reimbursement Status:**

VP Muscarella referenced the reimbursement requests that have been submitted for various projects. VP Muscarella pointed out that we have requested reimbursements almost \$5M for the 2019-2020 Academic Year thus far and over \$66M since the inception of our submittals to SUNY in 2009.

**Item #6 – Project Status:**

**WEST PARKING LOT RENOVATION:** All project stages are completed; installation of covered walkway canopy structures and punch list work to be fully completed by Spring 2020.

**ELEVATOR RESTORATION PROGRAM:** Stage 1 Construction: B Cluster, Library Car #1, and North Hall elevators are complete. Stage 2 Construction: Library Car #2, CCB Passenger and G Building East elevators are proceeding on schedule. The Library Car #2 and CCB Passenger elevators were put in service in early November and the G Building East elevator is complete and will go in service early to mid-January 2020. Stage 3 Construction: Construction on the CCB Service and Phys. Ed. elevators started in early November. Construction on the G Building West and South Hall elevators will start late January – early February 2020. All 10 elevators are scheduled to be complete and in service by the end of May 2020.

**DATA CENTER REDESIGN AND UPGRADE PROJECT:** The project is proceeding well with general, electrical & mechanical demolition work almost completed. Some renovation is underway while reviewing submittals & awaiting NC Fire Marshall approval to proceed full speed. DDC is closely coordinating schedules with the 4 contractors and architect, NV5. Construction is expected to be completed by the end of June 2020. Scope of work includes complete renovation of the entire space with state of the art, energy efficient systems and equipment.

**108 DUNCAN AVENUE AND K BUILDING CULINARY PROGRAM RENOVATIONS:** Construction Documents 75% developed for 108 Duncan Avenue space with major structural and façade rehab. State of the art geothermal heating/cooling system and new electrical service planned for building. Bidding expected for Spring 2020 and to be open for Fall 2021 with LEED certification.

**LIBRARY ROOF REPLACEMENT:** Caulking bidding was completed and proposals currently under review & evaluation. Contracts to be awarded end of 1st quarter 2020 and construction to start 2nd quarter 2020. The work is being bid and implemented as two separate projects. Roofing Replacement

Project bidding is scheduled for spring 2020.DDC is working with the project architect, NV5, on bid evaluations.

**LIBRARY WRITING CENTER AND EOP TUTORING CENTER:** Schematics and layouts have been completed and approved by end users. Furniture and finishes were selected. Detail designs of the spaces along with electrical and mechanical requirements are underway. Project includes 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. EOP Personnel have been temporarily relocated in the Tower Building. Funding is pending with County.

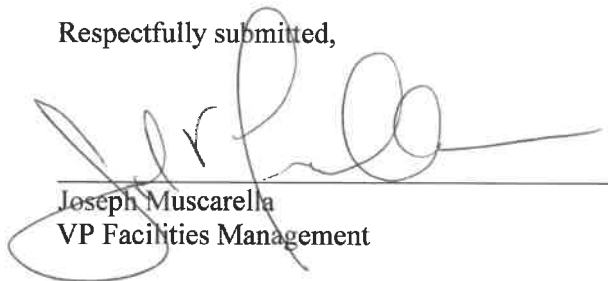
**TOWER HVAC REPLACEMENT:** 90% Construction Documents have been reviewed by the College. The A/E, H2M, is addressing College Comments. The Renovation will entail removal of all original fan coils, piping, fin tube and pumps associated with the heating and cooling system for the Tower. The Construction time frame is pending.

Trustee Powers asked if there would be asbestos considerations in the mechanical room and VP Muscarella replied that there would be.

**C CLUSTER RENOVATION:** VRD Contracting Inc's Contract has been approved and encumbered by the County. Construction will commence on January 13, 2020 with a two-year project duration. 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.

Meeting adjourned at 5:10 p.m.

Respectfully submitted,



Joseph Muscarella  
VP Facilities Management