



OPERATING BUDGET

FISCAL YEAR 2013

HUDSON COUNTY COMMUNITY COLLEGE

Budget Proposal
and
Supporting Documentation
for Fiscal Year 2013
as Submitted to
The County Executive
and
Board of School Estimate
for

County appropriation request for FY2013:
\$10,032,244

HUDSON COUNTY COMMUNITY COLLEGE

Executive Summary

Budget FY 2013

Hudson County Community College is a comprehensive Community College of high quality for the residents of the community seeking a collegiate education. Over the last twenty (20) years, the College has continued to experience increased enrollments, low costs to educate a student, average tuition rates and major capital expansion of buildings and state-of-the-art technology. The student enrollments for FY 13 reflect a 2% increase over prior year.

The FY13 budget of \$49,470,726 reflects a conservative projection of anticipated enrollment growth. The budget is based on the following assumptions regarding funding sources:

- Tuition and Fees – are projected at \$32,099,766 or 65% of total revenues. This reflects a projected 2% increase in enrollment but also an increase in tuition rates. With a modest increase in tuition of \$3.75 per credit or 3.5% to \$110.25, the HCCC tuition rate should be in line with the average tuition reported rate of the 19 New Jersey Community Colleges for the next fiscal year which should be at least \$109.12. Also, there is only a modest increase in fees.
- State Appropriations – are projected at \$6,738,716 or 14% of total revenues. Appropriations are determined by a State allocation formula.
- County Appropriations – are requested in the amount of \$10,032,244 or 20% of total revenues. This represents a 5.5% or \$ 523,008 increase over the current appropriations.
- Other Income – is projected at \$600,000 or 1% of total revenues which will come from auxiliary enterprise revenues, such as bookstore revenues, parking lot, vending machines and earned interest.

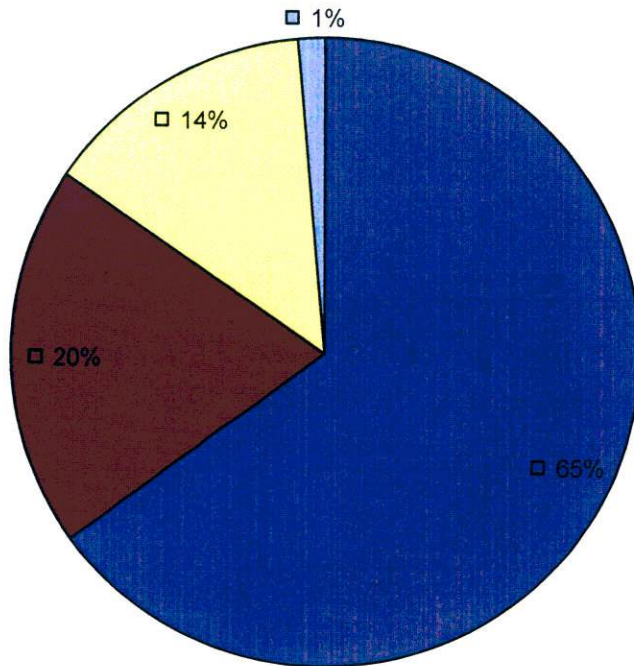
This is a well balanced budget that directs fiscal revenues to the costs associated with both enrollment growth and expansion of facilities and operating costs. Considerations include health and pension increases, academic and support positions to meet student enrollment growth and inflationary increases for utilities and service contracts.

HUDSON COUNTY COMMUNITY COLLEGE

FY 13 BUDGET - REVENUE SOURCES

<u>INCOME</u>	<u>AMOUNT</u>	<u>PERCENT</u>
Tuition & Fees	\$ 32,099,766	65%
County Appropriations	\$ 10,032,244	20%
State Appropriations	\$ 6,738,716	14%
Other Income	\$ 600,000	1%
TOTAL	\$ 49,470,726	100%

INCOME



- Tuition & Fees
- County Appropriations
- State Appropriations
- Other Income

HUDSON COUNTY COMMUNITY COLLEGE

Revenue Resources Comparison

for period
FY '11, FY '12, AND FY '13

SOURCE	FY '11 BUDGET	% OF TOTAL	FY '12 BUDGET	% OF TOTAL	FY '13 BUDGET	% OF TOTAL
Tuition & Fees	\$ 29,080,736	64%	\$ 31,597,540	66%	\$ 32,099,766	65%
County Appropriations	9,322,780	20%	9,509,236	20%	\$ 10,032,244	20%
State Appropriations	6,170,814	14%	6,420,995	13%	\$ 6,738,716	14%
Other Revenues	800,000	2%	675,000	1%	\$ 600,000	1%
	<u>\$ 45,374,330</u>	<u>100%</u>	<u>\$ 48,202,771</u>	<u>100%</u>	<u>\$ 49,470,726</u>	<u>100%</u>

HUDSON COUNTY COMMUNITY COLLEGE
Budget Assumptions — Income
FY '13

REVENUES:

DIFFERENT FROM 2012:

Tuition Fees (Net of allowances)	\$ 502,226
State (5%)	\$ 317,721
County Appropriations (5.5%)	\$ 523,008
Other Income	\$ (75,000)

TOTAL:

\$ 1,267,955

HUDSON COUNTY COMMUNITY COLLEGE

NJ County College Enrollments by Credit Hours

Twenty Years: FY 1991- 2010

College	1990-1991	2009-2010	
	credit hours	credit hours	change
Atlantic	88,411	173,071	+95.7%
Bergen	250,019	378,818	+51.5%
Brookdale	215,531	359,431	+66.7%
Burlington	120,651	236,587	+96.0%
Camden	204,004	344,301	+68.7%
Cumberland	45,068	90,532	+200.0%
Essex	183,912	317,751	+54.9%
Gloucester	87,421	143,980	+64.7%
Hudson	63,095	204,303	+223.0%
Mercer	179,334	198,037	+10.4%
Middlesex	229,336	307,170	+33.9%
Morris	183,497	198,185	+8.0%
Ocean	146,742	242,418	+65.2%
Passaic	54,117	172,484	+218.0%
Raritan	92,747	166,753	+79.7%
Salem	25,453	36,099	+41.8%
Sussex	46,809	88,817	+89.7%
Union	199,244	309,724	+55.4%
Warren	19,709	42,868	+117.5%
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	2,435,100	3,613,498	+48.4%

SOURCE: New Jersey Council of Community Colleges

NEW JERSEY COMMUNITY COLLEGE TUITION RATES
In-County Rate—Per Credit Hour
FY '04 - '12

COLLEGE NAME	FALL 2004	FALL 2005	FALL 2006	FALL 2007	FALL 2008	FALL 2009	FALL 2010	FALL 2011	FALL 2012
ATLANTIC COMMUNITY COLLEGE	\$ 73.15	\$ 73.15	\$ 79.00	\$ 83.00	\$ 88.40	\$ 93.00	\$ 94.80	\$ 97.20	\$ 100.43
BERGEN COMMUNITY COLLEGE	\$ 82.60	\$ 86.75	\$ 93.70	\$ 98.40	\$ 103.30	\$ 111.60	\$ 118.30	\$ 118.30	\$ 123.03
BROOKDALE COMMUNITY COLLEGE	\$ 83.75	\$ 91.75	\$ 98.00	\$ 103.00	\$ 110.00	\$ 115.00	\$ 118.50	\$ 118.50	\$ 115.50
BURLINGTON COUNTY COLLEGE	\$ 66.00	\$ 66.00	\$ 69.00	\$ 77.50	\$ 78.00	\$ 86.00	\$ 92.00	\$ 92.00	\$ 92.00
CAMDEN COUNTY COLLEGE	\$ 70.00	\$ 73.00	\$ 77.00	\$ 84.00	\$ 88.00	\$ 93.00	\$ 101.00	\$ 101.00	\$ 101.00
CUMBERLAND COUNTY COLLEGE	\$ 74.00	\$ 77.00	\$ 80.00	\$ 84.00	\$ 89.00	\$ 94.00	\$ 99.00	\$ 105.00	\$ 109.99
ESSEX COUNTY COLLEGE	\$ 77.25	\$ 79.50	\$ 81.00	\$ 87.50	\$ 95.00	\$ 103.50	\$ 103.50	\$ 108.50	\$ 111.00
GLOUCESTER COUNTY COLLEGE	\$ 71.00	\$ 74.00	\$ 77.00	\$ 77.00	\$ 80.50	\$ 83.00	\$ 85.00	\$ 87.00	\$ 90.00
HUDSON COUNTY COMMUNITY COLLEGE	\$ 75.00	\$ 78.00	\$ 82.00	\$ 86.00	\$ 93.00	\$ 96.25	\$ 101.25	\$ 106.50	\$ 110.50
MERCER COUNTY COMMUNITY COLLEGE	\$ 75.50	\$ 76.50	\$ 81.50	\$ 84.50	\$ 91.50	\$ 96.50	\$ 127.00	\$ 133.00	\$ 138.00
MIDDLESEX COUNTY COLLEGE	\$ 76.80	\$ 79.25	\$ 81.55	\$ 85.55	\$ 91.00	\$ 97.00	\$ 101.00	\$ 102.00	\$ 103.02
COUNTY COLLEGE OF MORRIS	\$ 82.00	\$ 88.00	\$ 91.00	\$ 96.00	\$ 99.00	\$ 105.00	\$ 110.00	\$ 115.00	\$ 116.00
OCEAN COUNTY COLLEGE	\$ 77.00	\$ 82.00	\$ 88.00	\$ 88.00	\$ 92.00	\$ 92.00	\$ 94.00	\$ 94.00	\$ 97.76
PASSAIC COUNTY COMMUNITY COLLEGE	\$ 69.00	\$ 73.00	\$ 78.00	\$ 82.00	\$ 88.50	\$ 93.00	\$ 96.75	\$ 100.50	\$ 102.50
RARITAN VALLEY COMMUNITY COLLEGE	\$ 73.00	\$ 78.00	\$ 84.00	\$ 87.00	\$ 91.00	\$ 96.00	\$ 99.00	\$ 102.00	\$ 115.26
SALEM COMMUNITY COLLEGE	\$ 75.50	\$ 79.50	\$ 79.50	\$ 82.50	\$ 86.50	\$ 93.00	\$ 98.00	\$ 98.00	\$ 102.00
SUSSEX COUNTY COMMUNITY COLLEGE	\$ 70.00	\$ 73.00	\$ 77.00	\$ 83.00	\$ 89.00	\$ 101.00	\$ 107.00	\$ 120.00	\$ 127.00
UNION COUNTY COLLEGE	\$ 73.00	\$ 78.00	\$ 82.00	\$ 87.00	\$ 90.00	\$ 94.00	\$ 100.00	\$ 109.00	\$ 112.00
WARREN COUNTY COMMUNITY COLLEGE	\$ 70.00	\$ 75.00	\$ 80.00	\$ 86.00	\$ 91.00	\$ 97.25	\$ 102.25	\$ 106.25	\$ 106.25
AVERAGE	\$ 74.45	\$ 77.97	\$ 82.07	\$ 86.42	\$ 91.30	\$ 96.85	\$ 102.54	\$ 105.99	\$ 109.12

Source: New Jersey Council of County Colleges

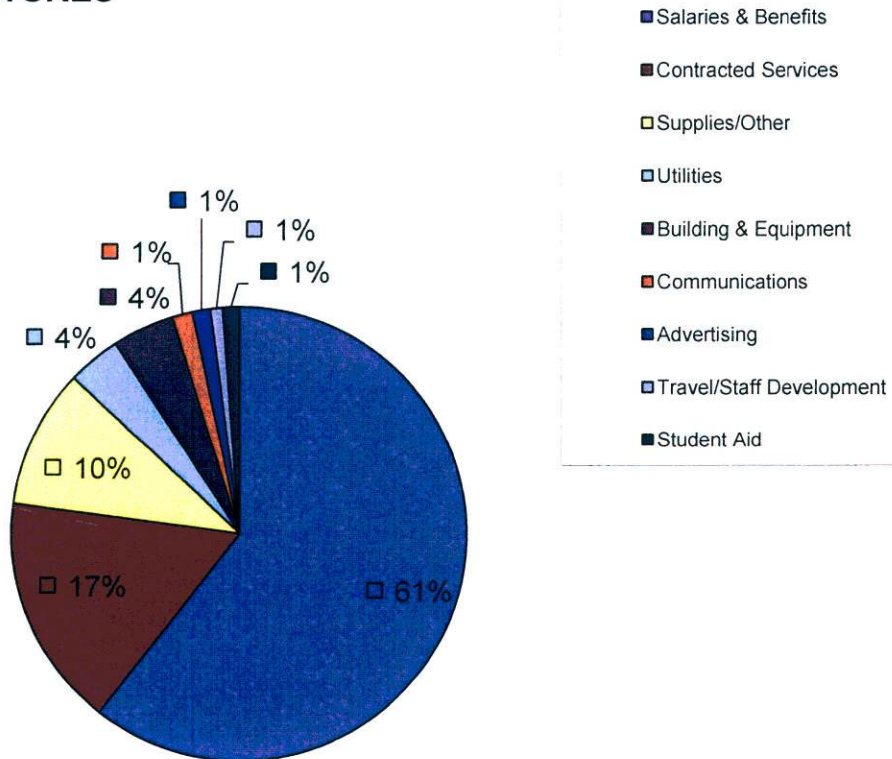
Note: Fall 2012 - Estimate as of March 2012. It is expected that some colleges will revise their tuition after this document goes to print.

HUDSON COUNTY COMMUNITY COLLEGE

FY '13 Budget - Estimated Expenditures

<u>EXPENDITURES</u>	<u>AMOUNT</u>	<u>PERCENT</u>
Salaries & Benefits	\$ 29,952,875	61%
Contracted Services	\$ 8,216,194	17%
Supplies/Other	\$ 4,904,162	10%
Utilities	\$ 1,863,000	4%
Building & Equipment	\$ 2,157,591	4%
Communications	\$ 722,284	1%
Advertising	\$ 631,784	1%
Travel/Staff Development	\$ 422,836	1%
Student Aid	\$ 600,000	1%
Total	\$ 49,470,726	100%

EXPENDITURES





**CAPITAL PROPOSAL
FOR
CHAPTER 12 FUNDING
FISCAL YEAR 2013**

HUDSON COUNTY COMMUNITY COLLEGE
Capital Proposal
and
Supporting Documentation
for Chapter 12 Funds
as Submitted to
The County Executive
and
Board of School Estimate
for
Hudson County Community College

Agenda

- To request 50% matching funds for Chapter 12 Funding for Fiscal Year 2013 for an amount not to exceed \$1,500,000 covering capital projects in the Journal Square areas for permanent use by the College. The total amount of Chapter 12 Funding FY 2013 is not to exceed \$750,000.
(SEE ATTACHED EXHIBIT A)

HUDSON COUNTY COMMUNITY COLLEGE

Exhibit A—

Proposed Projects for Chapter 12 Funding FY 2013

- 25 Pathside Façade Renovation – This project includes a complete exterior façade renovation (including steel repair & brick / cornice replacement). Included in this project is the installation of a new roofing system as well as the stabilization & repair of the existing parapet wall. This roof replacement will coincide with the replacement of all the existing HVAC Units with a new Automatic Temperature Control (ATC) System. The exterior renovation will allow a new Main Entrance on Sip Ave leading into a newly renovated Student Union Center.
- 65-79 Sip Avenue, Library – This site will yield a 5 Story (with Outdoor Roof Terrace) approx. 99,000 SF Building. This Building will house in 2 Floors Hudson County Community College's new Library & Research Facility with Classroom space allocated to the 3rd, 4th, & 5th Floors. This Library & Research facility will provide the College Students (as well as residents of the County) with the necessary research facility and quiet study area necessary for their appropriate studies. This project is being designed with a number of sustainable features for the project's quest of achieving LEED Certification. These elements are inclusive of water use reduction (use of high efficiency fixtures), local & regional materials, & lighting controls.
- 162/168 Sip Avenue Science Labs – This project includes the renovation & upgrade of approximately 30,000 SF of Classroom / Testing, Science Labs, Computer Labs, & Administrative Space. The renovation & upgrade will include redesign of existing space to improve the functionality of the allotted space as well as upgrade of existing mechanical / ventilation equipment required for the existing science labs.

HUDSON COUNTY COMMUNITY COLLEGE

State of New Jersey Chapter 12 Funding for Acquisition, Construction, Renovation and Furnishings of Capital Projects in the Journal Square Area of Jersey City for Permanent Use by the College

I. BACKGROUND:

Hudson County Community College is a comprehensive urban community college located in Northeast New Jersey. The College provides high quality, affordable, accessible, and community-centered programs and services to the residents and businesses of Hudson County, one of the most densely populated counties in the nation. The College administers these programs and services to over 9,300 credit students each semester.

It is the goal of Hudson County Community College's Master Plan to develop 500,000 gross sq. ft. of space, which will establish a permanent presence in the Journal Square area of Jersey City and in the North Hudson area. In meeting this goal, the College will provide a complete campus with facilities that can meet the community's enrollment and program growth needs, and allow the College to operate largely in owned, rather than rented, spaces.

Through its use of Chapter 12 Funds, the College has completed the North Hudson Higher Education building (92,350 s. ft.) in the county's North Hudson area in Union City, New Jersey. This building provides the College with 20 classrooms including Biology and Chemistry labs, Tutoring room, Testing workshop, Bookstore. Seminar room, Student lounge, an outside courtyard and a (5,808 sq. ft.) Library

At this time the College total facilities of 462,089 sq. ft. consists of 12 (twelve) buildings and 2 (two) leased locations.
(SEE ATTACHED SCHEDULE A)

HUDSON COUNTY COMMUNITY COLLEGE

Schedule A— Hudson County Community College Buildings by Location

<u>COLLEGE OWNED BUILDINGS (12)</u>	<u>GROSS SQUARE FT.</u>
• 168 Sip Avenue (1995)	13,426
• 162 Sip Avenue (1995)	15,447
• 25 Journal Square (Pathside) (1995)	62,664
• 870 Bergen Avenue (1998)	31,526
• 81-83-87 Sip Avenue (2001)	28,398
• 70 Sip Avenue (2003)	44,000
• 13-21 Jones Street & 12-16 Enos Place (Parking Lot) (2005)	18,000
• 65-79 Sip Avenue (2005)	18,500
• 2 Enos Place (2006)	25,179
• 161-173 Newkirk Street (2006)	74,000
• 119 Newkirk Street (2007)	12,996
• 141 Sip Avenue (Park) (2008)	14,300
• 4800 Kennedy Blvd (2011)	<u>92,350</u>
Sub-Total Square Ft.	450,786
<u>COLLEGE LEASED FACILITIES (3)</u>	<u>GROSS SQUARE FT.</u>
• 26 Journal Square (14 th Floor & Bookstore)	9,403
• Welcome Center	<u>1,900</u>
Sub-Total Square Ft.	11,303
TOTAL SQUARE FT.	<u>462,089</u>

II. FUNDING REQUEST FY 2012

- There are Chapter 12 Funds available to the College— not to exceed \$1,500,000. The actual amount still has to be determined by the State Facilities Committee.
- Chapter 12 Funds require a 50% match from the County and a 50% match from the State. At this time the College requests that the County match up to \$750,000 of the FY2013 allocation for approval and bonding.

III. PROJECT BUDGETS

The estimated cost associated with these projects is enclosed with the appropriate professional certification. The cost estimate associated with these projects understandably exceeds the funds anticipated to be available. As such, the College will allocate any funds received to the highest priority of, or within the project list presented. (SEE SCHEDULE B)

IV. FUNDING JUSTIFICATION

- The College Master Plan identified the need to develop 500,000 sq. feet in Journal Square and North Hudson. These projects will be a contributing factor to reaching this goal.
- There is a need to increase the quantity of physical facilities to meet enrollment growth and needs of the students and the faculty through new and expanded program areas for the future.
- This will be a major step in developing the remaining portion of the campus.
- This will allow the College to continue to move from leased facilities to owned facilities.

V. DOCUMENTATION ENCLOSURES

- Hudson County Community College- Building by Location-SCHEDULE A
- Budget estimate for projects – SCHEDULE B
- New Jersey County Community College Facilities Committee- Chapter 12 Requests Dated December 5, 2011
- Hudson County Community College Trustee Resolution- Approval of Projects for Chapter 12 Funding- Dated April 10, 2012

MAST CONSTRUCTION SERVICES, INC.

Schedule B-

December 23, 2011

Mr. John Sommer
Chief Financial Officer, Vice President of Finance
Hudson County Community College
26 Journal Square, 14th Floor
Jersey City, New Jersey 07306

Re: Hudson County Community College
Project Budgets – Financial Year 2012-2013

Dear Mr. Sommer:

As requested, MAST Construction Services, Inc. has reviewed the budgets developed for the following projects.

- | | |
|-------------------------------------|------------------|
| 1. 25 Pathside Façade Restorations | \$ 5,400,000.00 |
| 2. 65-79 Sip Ave – Library Project | \$ 22,725,000.00 |
| 3. 162 / 168 Sip Ave – Science Labs | \$ 12,600,000.00 |

Based on the scope of work we believe that the funds allocated for each project is sufficient.

If you should have any questions, please do not hesitate to call.

Very truly yours,

MAST Construction Services, Inc.



Troy Marzziotti
Senior Project Manager

CC: Frank Mercado, Hudson County Community College
Ted Domuracki, MAST Construction Services, Inc.
Richard Brown, MAST Construction Services, Inc.

MEMORANDUM

TO: Community College Presidents

FROM: Dr. Steve Rose, Chair
NJCCC Facilities Committee

SUBJECT: Submitting New Chapter 12 Requests
FY2013 Funding

DATE: December 5, 2011

It is estimated that as much as \$24 million (state/county combined) in Chapter 12 bonding capacity is available in FY2013, subject to the approval of the state treasurer and the state's approved budget. All community colleges are hereby invited through this letter to submit to the Council a preliminary request for Chapter 12 funding.

Colleges must submit the following by no later than January 3, 2012:

1. Description and cost of the project(s).

If all 19 colleges submit proposals there will be approximately \$1.25 million available for each college. Although we anticipate most colleges will submit proposals history would indicate that a few will not. Therefore each college may request an amount not to exceed \$1.5 million (state plus county combined). Preliminary recommendations for funding will be made by dividing total funding by the number of requests received. Colleges will have until May 4, 2012 to submit the final documentation:

2. Board of Trustees Resolution
3. Board of School Estimate Resolution

Recommendations for funding will be made at the May 21, 2012 meeting of the Council's Executive Committee. The Council will then transmit the request to the state treasurer, subject to his approval.

Please feel free to contact the Council Office if you have any questions.

cc: Campus Business Officers
David Moore, Office of Public Finance

OFFICE OF COLLEGE OPERATIONS
Frank Mercado, Vice President



*Facilities Ad Hoc Committee
February 9, 2012
9:30 a.m.*

Minutes

Present:

Jennifer Bogdanski, Real Estate Attorney
Ted Domuracki, President, MAST Construction
James Fife, HCCC Trustee
Glen Gabert, President, HCCC
Troy Marzziotti, MAST Construction
Hugh McGuire, McGuire and Associates
Frank Mercado, Vice President for College Operations
William Netchert, HCCC Trustee, Co-Chair
Joseph Sansone, Assistant to the President
Adrienne Sires, HCCC Trustee, Co-Chair
John Sommer, Vice President for Finance
Joseph Torturelli, Director, Facilities
Alfred Zampella, HCCC Trustee

Absent: Adrienne Sires, HCCC Trustee, Co-Chair

Marcella Williams, Recording Secretary

1. PPROVAL OF THE PRIOR MINUTES – October 27, 2011

Motion to accept Minutes of October 27, 2011.

Introduced by: James Fife

Seconded by: Alfred Zampella

*****Motion Passed*****

2. NORTH HUDSON PROJECT (UNION CITY)

a. Projected CDC Monthly Expenses (Frank Mercado)

Frank Mercado reported on the monthly expenses for the Career Development Center (CDC). The County will be responsible for its portion of the security and maintenance fees, approximately \$13,000 a month.

(continued...)

The College has to be reimbursed by the County for the expenses it paid for the past five months. Frank Mercado will speak to counsel about the condo association agreement between the College and the CDC. The Committee decided that an invoice with projections for the year should be submitted to the County.

b. *North Hudson Pedestrian Bridge Update (Frank Mercado and Legal Counsel) (Attached: Letter to NJ Transit re: Hours of Operation)*

Frank Mercado noted that a letter was sent to the County requesting that the hours of operation of the pedestrian bridge coincide with the College's schedule to allow College security to provide a safe and secure environment for the students and faculty.

c. *Bursar's Office (Frank Mercado)*

Frank Mercado and Troy Marzziotti reported that minor modifications need to be made at the Union City facility for the Bursar's Office which handles money transactions on a daily basis. The estimated cost is \$25,000. The College will obtain three (3) quotes but, because of potential security issues, this could legitimately be handled as an emergency project.

Motion to proceed with locating a RFP for the renovation of the Bursar's Office within the confines of the law.

Introduced by: James Fife
Seconded by: Alfred Zampella
*****Motion Passed*****

d. *Lobby Lighting (Attached Photo for Review & Approval) (Frank Mercado)*

Frank Mercado reported that the present lobby light fixtures at North Hudson are not practical and need to be replaced. The Committee directed that the on-call architect Nadaskay Kopelson provide samples of replacement fixtures.

(continued...)

3. JOURNAL SQUARE PROJECTS UPDATES (changes and developments since last Facilities Committee meeting)

- a. *25 Pathside (Emergency Repairs – Timeline and Bonding) (Frank Mercado and John Sommer)*

Frank Mercado submitted, for the Committee's review, a resolution for the purchase of a new HVAC (air conditioning system) for 25 Pathside.

Motion to accept the resolution awarding the purchase of a HVAC system to F&G Mechanical Co., Secaucus, New Jersey at a total cost not to exceed \$22,900.

**Introduced by: James Fife
Seconded by: Alfred Zampella
Motion Passed**

- b. *65-79 Sip*

- *(Library: Phase II PLA Resolution) (Legal Counsel)*

Frank Mercado submitted, for the Committee's review, the Phase II PLA Resolution (Project Labor Agreement) for the 65-79 Sip Avenue Library project.

Motion to accept the Phase II PLA Resolution for the 65-79 Sip Avenue Library project.

**Introduced by: James Fife
Seconded by: Alfred Zampella
Motion Passed**

- *Foundation*

Ted Domuracki reported on issues with Dobco, the contractor hired to build the foundation at 65-79 Sip. He noted that MAST will use the 60-day pause in the contract to reevaluate the situation.

(continued...)

- *Claims Consultant*

The Committee gave Ted Domuracki authorization to add a claims consultant to the on-call list of architects, etc.

- c. *(83-87 Sip (mezzanine level renovation))*

Troy Marzziotti stated that during renovation of the mezzanine level, it was discovered that the ceiling joists were bowed due to the existing load from the floor above. A Structural Engineer was brought in by RSC Architects to assess the situation. The Structural Engineer directed the contractor, Molba Construction to install temporary shoring to carry the load from the floor above to the basement. The bathrooms on the 3rd Floor have been closed and the classroom on the 1st floor below has also been closed due to the construction of the temporary shoring. RSC is proceeding with providing a design for a permanent fix and it is estimated that the cost will be around \$60,000. Due to this unforeseen condition, the earliest that this project will be complete is June 2012.

- d. *870 Bergen Avenue (Glen Gabert, Frank Mercado and Ted Domuracki)*

Troy Marzziotti said a meeting is scheduled for February 14th with Eric Friedman, Catherine Sirangelo, Frank Mercado, and Joe Torturelli with Dicara Rubino and MAST Construction. At this meeting, Dicara Rubino will present three (3) options regarding combining all Science Labs and future science lab programming at 870 Bergen Ave. – Cundari Building. These three (3) options will include associated SF pricing.

- e. *Welcome Center (Frank Mercado)*

Troy Marzziotti reported that after the meeting, MAST will submit to the Port Authority the final paperwork required for the Port Authority to issue the Permanent Permit to Occupy (PPO). This paperwork was previously reviewed by the Port Authority and any comments they had were incorporated into the submission. It is anticipated that this will be the final submission required to receive the PPO and the PPO should be issued within 30 days.

- f. *Development of Capital Project Monitoring Report (Frank Mercado)*

Frank Mercado is working with MAST Construction in preparing a list of capital projects with timelines. He will have a report available at the next meeting.

(continued...)

g. *162/168 Sip HVAC Replacement (Frank Mercado)*

Frank Mercado reported that it would cost approximately \$175,000 to replace the HVAC system at 162/168 Sip Avenue. The replacement may need to be addressed within the next year or two. Ted Domuracki suggested to get a performance report, which possibly may get a couple of more years from the unit. Joe Torturelli will get the performance report from a mechanical engineer.

h. *107 Newkirk Street – Parking Lot (John Sommer)*

John Sommer gave an update on the acquisition of the parking lot. Provident Bank representatives have informed him that the College's offer of \$250,000 was rejected. The Bank is seeking an offer in the range of \$400,000. The Bank will get another appraisal report, and if the appraisal is closer to the College's offer, they may contact the College.

4. OTHER BUSINESS

a. *Peter Stuyvesant Statue*

Troy Marzziotti is waiting to receive final close out papers for the storage of the Peter Stuyvesant Statue. The Committee decided to remove this item from future agendas.

b. *Berlin Wall (Ted Domuracki)*

The Committee decided to remove this item from future agendas.

c. *Signage at Union City (Frank Mercado)*

Frank Mercado and Ted Domuracki gave an update on the signage at Union City. It will cost approximately \$8,000 to revise the wording on the signage. The existing signage will not be removed; the wording "Hudson County Community College" will be added on top of it. Seacoast will handle this project.

d. *100 Newkirk Street (Legal Counsel)*

Dr. Gabert said he met with a developer who is interested in renovating 100 Newkirk and turning it into a Holiday Inn Express.

(continued...)

5. LEASES FOR 26 JOURNAL SQUARE (Frank Mercado)

Hugh McGuire reported that the leases for 26 Journal Square were not signed because negotiations fell through.

6. PROPOSED SCHEDULE OF MEETINGS

The Committee agreed to schedule the next meeting for March 8th at 9:30 am. in Dr. Gabert's Office.

7. ADJOURNMENT

The meeting was adjourned at 11:35 a.m.



**CAPITAL PROPOSAL
FOR
FISCAL YEAR 2013**

HUDSON COUNTY COMMUNITY COLLEGE
Capital Proposal
and
Supporting Documentation
as Submitted to
The County Executive
and
Board of School Estimate
for
Hudson County Community College

Agenda

- To request \$8,770,100.00 for capital improvement projects in the Journal Square area for permanent use by the College.

(SEE ATTACHED EXHIBIT A)

Please note this request is not a Chapter 12 funding request.

HUDSON COUNTY COMMUNITY COLLEGE

Campus Deficiency Priority List

March 2012

<u>Project/Description</u>	<u>Cost Estimate</u>
<u>70 Sip Avenue:</u>	
Window weatherization/treatment	\$ 30,000.00
<u>162 – 168 Sip Avenue:</u>	
HVAC replacement	\$ 175,000.00
Roof repair	\$ 5,850.00
<u>Culinary:</u>	
HVAC service contract	\$ 30,000.00
<u>Union City:</u>	
HVAC service contract	\$ 30,000.00
<u>Cundari:</u>	
Roof	\$ 70,000.00
<u>81 Sip Avenue:</u>	
3 rd Floor Bathroom replacement	\$ 50,000.00
Roof	\$ 24,750.00
<u>Campus:</u>	
Security surveillance integration	\$ 270,000.00
<u>Upgrade Campus Security Command Center:</u>	
Campus security communication equipment	\$ 30,000.00
<u>Student:</u>	
Shuttle van	\$ 30,000.00
Identi card equipment	\$ 24,500.00
<u>65 - 79 Sip Avenue:</u>	
New Library and Academic Building	<u>\$8,000,000.00</u>
	<u>\$8,770,100.00</u>

HUDSON COUNTY COMMUNITY COLLEGE

Project Description

- **70 Sip Avenue:**

Window weather/treatment

To mitigate the challenge of temperature controls versus costly investments, especially those perimeter rooms that have large or many windows, we feel the suggested window treatments would a long way to meet this need. Also, we have undertaken caulking in the interior of all windows.

- **162 – 168 Sip Avenue:**

HVAC replacement:

- a. Remove 2 antiquated (over 20 years old) multi-zone HVAC units that are creating much down time and repair cost.

Roof repair:

- b. The roof repairs will require the diminishing joints to be resealed with rubber joints and the installation of 1 drain.

- **Culinary:**

HVAC service contract:

In an effort to maximize our HVAC systems efficiency, reduce down time and the cost of repairs, the preventative and proactive approach would be to get a professional HVAC contractor to maintain our systems with an annual maintenance contract.

- **Union City:**

HVAC service contract:

Same as above

- **Cundari:**

Roof:

There is a need to invest in the removal of rapidly deteriorating HVAC duct insulation and replace with new insulation. A small section has been done awhile back but much more is needed. This will also save much money on energy cost.

HUDSON COUNTY COMMUNITY COLLEGE

Project Description

- **81 Sip Avenue:**

- 3rd Floor Bathroom replacement:

- a. Due to structural problems, there is a need to “gut” and renew the entire 3rd floor bathroom.

- Roof:

- b. Time and wear and tear has diminished the roof and created continued leaks on the interior of the building, we must remove the existing rubber roof and replace it with an APP roof topping.

- **Campus:**

- IP & Analog Surveillance Camera Integration:

- The purpose & need for introducing hybrid camera systems is the simultaneous support of **IP (Internet Protocol)** cameras and directly connected analog cameras. This provides simplicity and flexibility during a college’s beginning stages of expansion to hybrid systems and can utilize this as a stepping stone to a full **NVR (Network Video Recorder)** system that may be necessary in the future. A growing campus can start with their existing analog cameras and slowly migrate to IP using cameras that have many years of service left in them. The easy deployment will make the **HVR (Hybrid Video recorder)** essential for the college campus. Since we are not a gated school and are located in close proximity to NJ Transportation hubs, which allows hundreds of thousands of people to walk passed our facilities, this Hybrid system will allow the video footage to aid in possible incidents involving our neighboring community.

- **Upgrade Campus Security Command Center:**

- Security Command Center:

- A command center enables the real-time visibility and management of our entire Campus Security Operation. Similar to an air traffic control center, a command center would allow the Security Department to monitor the status of campus emergencies from a single location such as bomb threats, active shooter, evacuations, emergency lock downs, etc. Since both campuses are adjacent to NJ (New Jersey) Transit Hubs, when needed, a command center would serve as a direct communication and access point so we can work together with the Port Authority, County, OEM (Office of Emergency Management), and local authorities in emergency management situations.

HUDSON COUNTY COMMUNITY COLLEGE

Project Description

- **Student:**

- College Shuttle Vehicle Replacement:

- The college shuttle van, purchased in 2002, needs to be replaced due to high usage during shuttle runs & transportation requests to various locations. The current mileage on the van is approximately 100,000 miles. The college shuttle van provides essential services for the college community to the following locations:

- Between HCCC campuses (9 Daily X 5 = 45 Weekly)
 - Saint Peter's College
 - Dickinson High School
 - College Related Special Requests to Various Locations

- Campus Card Identification System Upgrade:

- As the college grows and technology evolves the Security Dept. must keep up with the demand in ID badging for the college. Upgrading our current ID system provides the Security Dept. with the necessary tools to identify all persons entering our facilities. It also replaces a system that, as of the end of this year, will no longer be supported by the issuing company.

- **65 – 79 Sip Avenue:**

- The Project consists of the construction of a 6 Story Building (117,000 SF) with a Full Basement. The first two Floors will house the College's State of the Art Learning Resource Center and Café. The upper floors will consist of Classroom & Administrative Offices. The Top Floor (6th Floor) will house a Lecture Hall that leads to an occupiable Roof Terrace overlooking Journal Square. The Roof Terrace will be used for various events / functions at the College. Construction of the Foundations is underway, with an anticipated project completion date of September 2013.

HUDSON COUNTY COMMUNITY COLLEGE

Project Description

TO CONTINUE TO DEVELOP PROPERTY IN THE JOURNAL SQUARE AREA FOR PERMANENT USE BY THE COLLEGE

REPORTS/BACKGROUND:

WHEREAS, the Board of Trustees of Hudson County Community College has previously identified and approved certain parcels of property located in the City of Jersey City, New Jersey, as part of the plan to develop a permanent presence in the Journal Square area,

WHEREAS, the Facilities Ad Hoc Committee of the Board of Trustees has determined that it is in the best interest of the College and in conformance with the College's Facilities Master Plan to request \$8,000,000.00 to finance the renovation, construction and furnishings of additional floor space in the new building to be constructed in Journal Square at 65-79 Sip Avenue and all costs related thereto. As well as \$770,100.00 for preventive maintenance items campus wide. The Board of Trustees are committed to support the annual operating costs and maintenance requirements for any new space to be constructed or acquired as a result of these projects; and, the Facilities Ad Hoc Committee and the Finance Committee of the Board of Trustees, at meetings on March 8, 2012, have approved this request for funding; and,

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Hudson County Community College approve the total up to Eight Million Seven Hundred Seventy Thousand One Hundred Dollars (\$8,770,100.00) and requests the Hudson County Board of School Estimate to request the Hudson County Board of Freeholders to make such certifications and enter into such agreements, as are necessary to the College to avail itself of the funds noted above for the purpose of the renovation or construction of additional floor space in the new building to be constructed in Journal Square at 65-79 Sip Avenue and all costs related thereto; as well as preventive maintenance items campus wide, and,

BE IT FUTHER RESOLVED, that the Trustees request the County Board of School Estimate to endorse, and the County Board of Freeholders to provide such additional funding as may be required to meet the total cost of the project described herein.