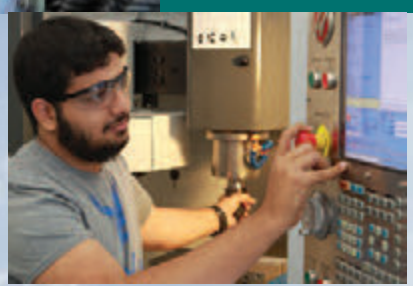
Capital Improvement Plan

Fiscal Years 2018-2020



Oakton Community College

Community College District 535, 1600 East Golf Road, Des Plaines, Illinois

CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2020

TABLE OF CONTENTS

Page

EXECUTIVE SUMMARY

Oakton Community College's Capital Improvement Plan (CIP) for fiscal years 2018 through 2020 integrates the current Master Plan, proposed infrastructure improvements and annual capital improvements to be completed at the College. The plan identifies projects in detail including funding for the first year of the plan. The CIP is the operational plan for implementing the College's Master Plan. Total funding for capital expenditures over the next 3 years is projected at $39.0 million.

The CIP is built on the foundation of the FY2018-FY2022 Master Plan. The College selected Perkins+Will as its primary architect to create the Master Plan and a number of areas have been identified as priorities for improvement which are reflected in the CIP:

- The focus of the CIP in the immediate term is around critical life, safety & health projects, which aims to undertake work necessary to keep buildings open and infrastructure operating in support of the educational mission. Without fully operational facilities, students, faculty and staff cannot do their best work. Critical life, safety & health projects will extend the life of Oakton facilities and provide life/safety enhancements (upgrades to physical plant, code compliance, energy conservation etc.).
- In addition, the CIP also reflects prioritization of "responsible deferred maintenance", which is a recognition that while there will never be sufficient funds to pay for every single maintenance project, there are smarter practices which can stretch budgets further. Critical deferred maintenance projects address the capital backlog through systematic replacements that will reduce facilities operating costs, energy use, and risk while at the same time supporting institutional recruitment and retention efforts.
- Completion of the renovation of vacated space in the "West End" of the Des Plaines campus is also proposed in this CIP, including relocation of the IT data center from the basement to the 2nd floor to eliminate flooding concerns, and renovations to relocate administrative offices and address overcrowding in the basement.
- Priorities in the current CIP also look to undertake natural areas conservation to remove fallen trees and logs throughout the campus area which pose a safety hazard and perform prescribed burn management to remove invasive vegetation.
- Classrooms that appeared to be crowded with too much furniture will be removed to allow for collaborative flexibility.

Additional information is also included to provide the reader with an understanding of all aspects related to capital planning and funding. A narrative description of capital funds that support the program is included along with project descriptions, budgets and schedules. As noted, the CIP operationalizes the master plan providing specific detail on funding and outcomes. The CIP will be updated annually to reflect the master plan and other infrastructure priorities of Oakton Community College.

COLLEGE PROFILE

Oakton Community College is a two-year community college with two physical campuses: one in Des Plaines, Illinois, and one in Skokie, Illinois. Oakton's Main Campus in Des Plaines is located on 147 acres of woodlands and prairie between Golf Road to the south and Central Road to the north and is bordered on the west by the Des Plaines River. The Des Plaines Campus has one main building—a modern, red-brick construction with 435,000 square feet—and the Margaret Burke Lee Science and Health Careers Center—a 93,000 square foot academic building. The campus has athletic and recreation fields and is set within a forested area along the Des Plaines River. The 26-acre Ray Harstein Campus is located in Skokie, Illinois. This campus has one building that serves a wide range of functions.

The College also hosts courses at various community facilities throughout the district and has an online presence. The Alliance for Lifelong Learning provides non-credit courses and training session for district residents. District 535 serves a total population of 475,000 people and encompasses an area of 107 square miles, making it one of the most densely populated districts in the state.

Founded in 1969, Oakton Community College opened its doors to 832 students in fall 1970. The “campus” consisted of four factory buildings at the intersection of Nagle Avenue and Oakton Street in Morton Grove. Search for a new site began almost immediately, but four years elapsed before the College purchased 170 acres of land between the Des Plaines River and a county forest preserve on the far western edge of the district. Site development began in 1975, and the first students walked through the doors of the new building for summer school classes in June 1980. That same year, the College leased, then purchased, Niles East High School in Skokie. The College eventually demolished the building and opened a new facility in 1995. In 2006, the Skokie campus increased by 59,000 square feet with the addition of the Art, Science, and Technology Pavilion.

DES PLAINES CAMPUS OVERVIEW

The Des Plaines Campus, which opened to students in 1980, is located along the Des Plaines River and within the Cook County Forest Preserve. The campus is set within a forest and Oakton Lake is the iconic center of the campus. The campus is within both the floodway and floodplain of the river (all buildings are within the floodplain only). Since the campus’s initial development, engineering efforts were made to raise all buildings up and out of the floodplain. The Lee Center is built on stilts above the floodplain while site grading raises the Main Building out of the floodplain. Oakton Lake serves as both an aesthetic feature and stormwater retention basin. The lake has a vegetated edge along its perimeter.

Flooding remains a problem on campus for non-building areas including athletic/recreation fields, surface parking lots, and pedestrian pathways. The Main Building experiences basement flooding occasionally. Most recently, the basement level of the library incurred water damage during a flood in 2013. Moving forward, efforts must be made to mitigate damage caused by flooding. This master plan update recommends relocating critical functions like the data center out of the basement.

The campus is approximately 147 acres and contains approximately 545,000gsf. The campus includes landscape open spaces, recreation and athletic fields, the lake, two academic buildings, a maintenance building, and parking lots. Approximately 68% of the total assignable space (or 331,822gsf) for the College is on this campus. The campus also contains the Ten Hoeve Conference Center and the Northwest Municipal Conference leases space in the basement of the main building.

SKOKIE CAMPUS OVERVIEW

The Skokie Campus (officially named Ray Harstein Campus) is 26 acres and contains approximately 215,000gsf. The campus is approximately 32% of the total assignable space (or 153,631asf) for the entire College. The campus is one building with surrounding green open space and parking lots with connecting sidewalks. There is one circular drop off on the southern end of the building that is the main entrance. The most recent new construction on this campus is the 59,000gsf east end of the campus--called the “Art, Science, and Technology Pavilion--which opened in 2006. Loading dock and service access is from the north. This is a suitable location given the proximity to the technical workshop lab and vehicle mechanic training areas. Overall, entrances to the main building lack an overall wayfinding approach and unifying aesthetic. In some cases, pedestrians traverse surface parking lots and the entrance sequence is not a pleasant experience.

CAPITAL IMPROVEMENT PLAN

The college has updated its Capital Improvement Plan (CIP) for FY2018 to FY2020 that integrates the current 5-year Master Plan (FY2018-FY2022), including proposed infrastructure improvements, annual preventative maintenance improvements and deferred maintenance to be completed at the Des Plaines and Skokie campuses. The CIP reflects the operational plan for implementing the Master Plan. The projects are evaluated and selected based upon projected needs and anticipated funding availability. Total funding for capital expenditures over the next 3 years (FY2018-FY2020) is projected at $39.0 million.

A project or initiative is assigned to a particular time period using criteria that may include, but is not limited to the following:

- Life, safety and security issues
- Regulatory compliance (e.g. ADA, OSHA etc)
- Life cycle repair/replacement/renewal
- Energy conservation or other cost reduction opportunities
- Academic space programming needs
- Technological advancement and applicability to instructional environments
- Overall project workload and disruption vs. existing level and urgency of need
- Long-term needs in a strategic context (i.e. Master Plan)

The focus of the first year (FY2018) of the CIP is the building safety, electrical, natural areas, and interior infrastructure. Projects will include replacement of the heating and cooling systems at Skokie campus, replacing the sanitary lift station and installing a backup emergency electrical generator at Des Plaines, creating a secondary water line for Des Plaines, hazardous materials abatement in the Skokie basement, and restoring natural areas with native, non-invasive species to enhance the aesthetics and maintain a healthy environment.

In addition, the CIP also includes transformational projects to improve entrance signage, and remodel the West End of the Des Plaines campus which was largely vacated with the completion of the Lee Health and Science Center. It includes renovation of space to include overcrowding relief through the relocation of administrative offices from the basement, and flood mitigation by moving the IT data center to the 2nd floor of the West End. A new elevator will also be added to ensure safe access to all floors of the west end.

CAPITAL IMPROVEMENT PLAN (CIP) PROCESS

The Oakton Community College CIP is designed to ensure that facilities renewal and improvement projects are planned, organized and coordinated in an effective manner to support the strategic mission of the college. The CIP will be updated annually in conjunction with the budget process which officially begins every January.

Plan objectives include:

- Learning enhancement through facility enhancements
- Designing and building sustainably
- Protecting and extending the life of existing buildings and systems
- Improving spaces to promote learning and support the success of students

1. Capital Improvement (Master Plan)

Master Plan Development

- Develop or update the college Master Plan that addresses short and long term needs guided by a representative steering committee and external architects
- Analyze facility utilization
- Solicit facility needs by departments/divisions at all campuses
- Compile recommendations from the architects and steering committee
- Review by President's Council
- Recommend finance methods with the aid of an external financial advisor
- Present to Board of Trustees for consideration and approval
- Submit final plan to the Illinois Community College Board

2. Capital Renewal and Deferred Maintenance

Infrastructure Project Development

- Conduct a facility condition assessment utilizing external engineering assistance
- Determine all projects necessary to maintain infrastructure
- Integrate data with the automated maintenance management system software (SchoolDude)
- Project a Facilities Condition Index and identify renewal/replacement spending over time
- For reporting purposes, projects will be categorized as follows:
    - Major Maintenance (MM)
    - Annual Maintenance (AM)
    - Annual Remodeling (AR)
    - New Projects (NP)
- Within each category, projects are further described as follows:
    - Exterior Envelope
    - Heating, Ventilation and Air Conditioning
    - Electrical
    - Plumbing
    - Site
    - Interiors
    - Life, Health Safety/ADA

- Specialty Systems

3. Annual Remodeling Process

For the college's purpose, annual projects include:

- Remodeling of a classroom, office or specialty space
- Installation of any item of equipment permanently attached to the building or building system(s)
- Alteration or re-assignment of space
- In conjunction with the college budget process, departments will be asked to request annual projects for the upcoming fiscal year. The documentation requirements will be included with the annual budget instructions.
- All requests will provide a summary overview of the proposed project, justification and any alternatives to be considered. The project requests will require the following information:
- Project description and narrative
- Analysis of space in relation to the space utilization study
- Consistency with the master plan
- Furniture/equipment needed including technical and power requirements
- Technology/media requirements
- Impact of the project on the operating budget

Projects will be reviewed by the Facilities Department, Construction Manager and Information Technology. Projected costs will be assigned and conformity with space utilization and master plan goals will be confirmed. The President's Council will review and approve a list of projects for the upcoming fiscal year. Final project approval is contingent on funding. The Board of Trustees approves the projects via the annual budget.

MASTER PLAN PROPOSED CAPITAL PROJECTS

Project	Type	FY2018	FY2019	FY2020	FUTURE	Total
Master Plan Update Fees	Committed	$25,000	-	-	-	$25,000
Monument Sign at Des Plaines	Committed	$570,000	-	-	-	$570,000
Main Building Roofs Replacement	Committed	$1,000,000	-	-	-	$1,000,000
Des Plaines Student Street Renovation	Committed	$1,215,000	$1,188,000	-	-	$2,403,000
Skokie HVAC System Replacement	Life,Health,Safety	$4,500,000	$1,000,000	-	-	$5,500,000
Backup generator – Des Plaines	Life,Health,Safety	$598,000	-	-	-	$598,000
Sanitary Lift Station	Life,Health,Safety	$660,000	-	-	-	$660,000
Supplementary water service	Life,Health,Safety	$850,000	-	-	-	$850,000
Water line to grounds building	Life,Health,Safety	$70,000	-	-	-	$70,000
Skokie Basement Hazardous Material Abatement	Life,Health,Safety	$218,000	-	-	-	$218,000
Lower-level library flood mitigation	Life,Health,Safety	$200,000	-	-	-	$200,000
Check valve	Life,Health,Safety	$60,000				$60,000
Switchgear – Des Plaines	Life,Health,Safety	$400,000	$920,000	-	-	$1,320,000
Fire Alarm Panel Replacement	Life,Health,Safety	$250,000	$750,000	-	-	$1,000,000
Lee Center Vestibule Curtain	Life,Health,Safety	-	$70,000	-	-	$70,000
Exterior Envelope /Window Replacement	Life,Health,Safety	$300,000	$600,000	$300,000	-	$1,200,000
Natural Areas	Life,Health,Safety	$300,000	$150,000	$150,000		$600,000
Air handler replacements	Life,Health,Safety	-	$250,000	$500,000	$250,000	$1,000,000
Elevators	Life,Health,Safety	-	$500,000	-	-	$500,000
Facility condition assessment	Life,Health,Safety	$300,000	-	-	-	$300,000
Camera replacement	Life,Health,Safety	-	-	$500,000	$500,000	$1,000,000
Hardware replacement/Master Keying	Def Maintenance	$500,000	$500,000	-	-	$1,000,000
Flooring- Carpet Replacement	Def Maintenance	$200,000	$200,000	$200,000	$400,000	$1,000,000
Landscape Improvement	Def Maintenance	$980,000	$1,050,000	$816,000	$360,000	$3,206,000
Replace baseball field fence	Def Maintenance	$65,000	-	-	-	$65,000
Cellular and cabling upgrades	Def Maintenance	-	$150,000	$500,000	-	$650,000
Athletics remodeling	Def Maintenance	-	$375,000	-	-	$375,000
Interior remodeling	Def Maintenance	-	-	$800,000	-	$800,000
West End South Side –Admin/IT Data Room	Overcrowding	$6,195,000	$2,312,000			$8,507,000
West End South Side – 2nd Floor	Overcrowding	-	-	2,400,000		$2,400,000
West End North Side	Overcrowding	-	-	-	$3,760,000	$3,760,000
Des Plaines Cafeteria/Library Connection	Common Areas	-	-	$1,715,000	$1,525,000	$3,240,000
Skokie Student Street	Common Areas	-	-	-	1,264,000	$1,264,000
Skokie Student Center	Common Areas	-	-	-	4,358,000	$4,358,000
Signage/Wayfinding	Common Areas	-	-	-	$1,400,000	$1,400,000
Skokie Classrooms	Common Areas	-	$150,000	-	-	$150,000
Project Mgmt Services/Contingency	Committed	$260,000	$250,000	$286,000	-	$796,000
Capitalized equipment and software	Def Maintenance	$900,000	-	-	-	$900,000
TOTAL		**$20,616,000**	**$10,415,000**	**$8,167,000**	**$13,817,000**	**$53,015,000**
% of TOTAL		**39%**	**18%**	**16%**	**27%**	**100%**

FY2018 MAJOR CAPITAL PROJECT DESCRIPTIONS

Description: Master Plan Update Fees	**FY2018 Capex: $25,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $25,000**
The Illinois Community College Board requires all community colleges to update their campus master plan every five years. The current master plan expired in February 2016. The update is anticipated to be completed by December 2017.	

Description: Monument Sign Des Plaines	**FY2018 Capex: $570,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $570,000**
The monument entry signs at the Des Plaines campus are no longer operational and cannot be repaired. The current signs and guideposts will be demolished and rebuilt using LED signage. Three signs will be created: two at the campus entrances and one new sign at the intersection of College and Circle Drives. The project includes landscaping. Actual construction replacement work is projected to begin summer 2017.	

Description: Roof Replacements Skokie & Des Plaines	**FY2018 Capex: $1,000,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $6,000,000**
Full replacement of roofs at both the Skokie and Des Plaines campuses began in 2017. A total budget was approved for $6,000,000 in FY2017. The roofs have previously been professionally patched over the years but significant water penetration has occurred and caused damage to various components. The remaining $1,000,000 to be spent in FY2018.	

Description: Skokie HVAC System Replacement + Engineering	**FY2018 Capex: $4,500,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $5,500,000**
System replacement work is projected to begin August 2017 and completed July 2018. The current system consists of various equipment which is outdated and past projected life expectancy. The new system engineering will allow more accurate and efficient climate control and energy consumption.	

Description: Emergency Electrical Power Backup Generator	**FY2018 Capex: $598,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $598,000**
The current Des Plaines campus backup generator is at capacity for providing electrical power to various systems throughout the campus. At this time there are many systems such as elevators, house pumps, etc. that are not connected to a backup system. In the event of a catastrophic power failure, these systems would not function. A rough Kilowatt calculation estimates a need for an additional 450 Kw generator. Today's market cost for natural gas fired generator suggests approximately $1200 per Kw.	

Description: Sanitary Lift Station Renovation DP	**FY2018 Capex: $660,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $660,000**
The current Sanitary Lift Station equipment and components are approximately 40 years of age and have significantly exceeded their projected life expectancy. Along with high volume usage and damage from previous floods, the station is showing signs of wear and possible failure.	

Description: Water Supply Secondary Line	**FY2018 Capex: $850,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $850,000**
There is only 1 mainline water connection at the Des Plaines campus and a secondary line is critical to ensure continuous, reliable water service to the campus. The actual construction work is anticipated to begin fall 2017 and be completed prior to January 2018.	

Description: Domestic Grounds Water Line DP	**FY2018 Capex: $70,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $70,000**
Currently the Grounds Maintenance building contains supervisor's office, equipment repair facility, washroom with shower, lunch/break room area. The facilities current water supply is from an onsite, underground well that is adjacent to a septic field and wet land area. The current water supply shows signs of contamination and impure domestic water. Connecting the Grounds facility to the Des Plaines campus domestic water supplied by the city of Des Plaines will eliminate the use of the underground source.	

Description: Skokie Asbestos Abatement	**FY2018 Capex: $218,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $218,000**
Approximately 30,000 square feet of the Skokie Basement Floor was previously coated sometime between 1996 and 1998 with a material verified to contain asbestos. Many various areas of this floor show signs of this coating delaminating, peeling and flaking which will allow this asbestos material to become Airborne if disturbed.	

Description: Lower Level Library Flood Mitigation	**FY2018 Capex: $200,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $200,000**
A large portion of the Des Plaines campus Library lower level is currently abandoned due to storm and ground water infiltration through exterior, below grade walls and floor. Flood mitigation work in this area would significantly lessen or eliminate the possibility for water infiltration reoccurrence.	

Description: Electrical Switchgear Replacement	**FY2018 Capex: $400,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $1,320,000**
The electrical control and distribution gear for the entire campus has exceeded its projected life cycle replacement and shows signs of wear and failure. Failure of this gear would constitute a campus shutdown. A two year replacement plan for FY2018 and 2019 was identified in the FY2017 CIP.	

Description: Lee Center Vestibule Air Curtain	**FY2018 Capex: $70,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $70,000**
The Lee Center, north entrance vestibule is located very close to the three level interior stairway. This is a very high volume usage entry. When the entry vestibule doors are opened for pedestrian traffic on cold days, the cold outside air is pulled into the building and the three level stairwell acts as a chimney and pulls the cold air up to all levels. An automatic Air Curtain installed at the entrance vestibule will block the outside air from entering the building.	

Description: Exterior Envelope Window Replacement	**FY2018 Capex: $300,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $1,200,000**
Throughout the entire Des Plaines campus there are various concrete sills, lintels, aluminum and glass frame window and curtain wall systems that are failing due to age, deterioration and structure settlement. These systems leak both water and air. This item is originally identified in the FY2017 CIP. A two year Repair/Replacement plan is suggested for FY2018 and FY2019.	

Description: Natural Areas Conservation	**FY2018 Capex: $300,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $600,000**
The natural areas of the college are an important part of the pedagogy and aesthetics of the campus. These areas require removal of invasive species, poison ivy and excessive dead wooded material resulting from past storms. In addition, various other site components require attention and restoration such as aesthetic Landscaped areas, pedestrian walking/bike path from Golf Road up to the campus main building, parking lots repairs and maintenance.	

Description: Door/Lock Hardware Replacement and Master Keying	**FY2018 Capex: $500,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $1,000,000**
Over time, many interior and exterior door locks and hardware have worn out from use and do not operate properly. In addition, a significant number of individuals that have been issued keys to various building locks have left the collage without returning the keys. It is impossible to verify who is in possession of keys and still has access to the building today. This compromises building security. A two-year lock and hardware replacement/upgrade plan has been identified.	

Description: Flooring and Carpet Replacement	**FY2018 Capex: $200,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $1,000,000**
The existing flooring and carpeting throughout both Skokie and Des Plaines campuses have exceeded their life expectancy and show significant signs of age and wear. A Five year, FY2018-2022 replacement plan has been determined.	

Description: Student Street Renovation	**FY2018 Capex: $1,215,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $2,403,000**
The student street connects the enrollment center to the student gathering space and cafeteria. The street has not been updated since the campus opened in 1978. The project allows for new flooring, lighting, fixtures and fire doors. Phase 1 of the Student Street renovation project is scheduled to begin May 2017. Phase 2 is projected to begin December 2017.	

Description: West End Remodeling	**FY2018 Capex: $6,195,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $14,667,000**
Expected to be completed over 4 years (FY2018-2021), this multi-year capital remodeling project on the West End (WE) of the Des Plaines main building aims to reduce overcrowding for several administrative departments which are housed in the basement, and improve existing educational programming infrastructure. There are 4 major areas in this category. Major Projects in this Category: • WE South Basement Relocations - $6.2 million to relocate business services, finance, and IT server room out of the basement which will be operated as a dark data room (remote operations). In addition, this student street flooring will also be replaced. Work to be done in FY2018. • WE South Remaining Relocations - $2.3 million will be spent next to remodel the remaining administrative spaces including human resources, center for professional development learning, college relations, wellness counseling and police station. Work to be done in FY2019. • WE South 2nd Floor – With the data center out of the basement and first floor renovations completed, the IT staff will be relocated from the basement to the 2nd floor. In addition, 1 large classroom for modular learning will be added. Total cost projected at $2.5 million with work to be done in FY2020. • WE North Side – This is the final phase which will include liberal arts area expansion on first floor; 2 additional large classrooms and adjunct faculty office space. Total cost projected at $3.6 million with work to be done in FY2021.	

Description: Replace Baseball Fence	**FY2018 Capex: $65,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $65,000**
The existing Baseball field fence will be rebuilt due to poor soil conditions and ground movement. The Baseball Field itself is built over a known landfill. The current fence is being braced by temporary support posts. The outfield portion of the fence currently is leaning and not stable. The $65,000 estimate will allow resetting and stabilizing the support posts and reconstruction of the fencing.	

Description: Facilities Condition Assessment Study	**FY2018 Capex: $300,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $300,000**

The last Facilities Condition Assessment study was done in 2006. Many of the items noted within this assessment have been addressed. The previous study is almost 12 years old. A current assessment study should be conducted by a qualified firm to highlight areas of the campus that need attention, repair or replacement.

Description: Owners Rep Services/Contingency	**FY2018 Capex: $260,000**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $796,000**
Professional Consultant Services for coordination, reporting and management assistance.	

Description: Capitalized Equipment and Software	**FY2018 Capex: $900,000**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $900,000**

Capitalized equipment and software is comprised primarily of items over $10,000 with a multi-year life cycle and includes:

Desktop Computer Replacement/Upgrades	$480,000
F350 XL 4 x4 Chassis Cab Snowplow	$64,000
Vav Box Failures	$60,000
Hallway lighting P wing and hydronic leak detection	$52,000
Hallway lights for the A,B, C wings	$45,000
Purchase 2 trash compactors	$42,000
Police SUV Patrol Vehicle	$38,000
Courier Van - Ford Transit Connect Wagon XLT	$28,000
Windows for the A,B, C wings.	$24,000
Remove old Grounds fence and gate	$24,000
Building Automation Programming	$21,000
Postage Meter - DP Pitney Bowes SendPro 3000	$20,000

CAPITAL PROJECT DESCRIPTIONS IN FY2019 AND LATER

Description: Air Handler Replacement Des Plaines	**Expected Start: FY2019**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $2,000,000**
Various equipment and components of the Des Plaines campus overall HVAC system that were not included in the previous Central Plant Renovation project have exceeded their projected life expectancy and are showing signs of failure. A four-year replacement plan suggests an overall cost of $2,000,000.	

Description: Elevator Replacement	**Expected Start: FY2019**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $500,000**
Elevators are at the point where maintenance costs will exceed replacement value. Elevator mechanicals and cab replacements will need to be changed out.	

Description: Cellular/Cabling Upgrades	**Expected Start: FY2019**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $650,000**
Most students access their student services through mobile phones. Unfortunately, mobile service access is poor through much of the Des Plaines campus. Solutions such as Distributed Antenna Services (DAS) and small cell technology should be explored. Data cables throughout the campus are varying grades. Most higher education institutions have adopted a CAT6 standard for new wiring. CAT6 allows for high speed data transmission as well as large video files that are increasingly integral to academic instruction. The data cabling should all be upgraded.	

Description: Athletics Gym Remodeling	**Expected Start: FY2019**
Multi-Year Project Yes ☐ No ☒	**Total Project Capex: $375,000**
The gymnasium floor is worn and needs replacement. Current training facilities are inadequate to address today's athletic health and injury issues properly. The athletics department is requesting remodeling of this facility to meet today's standards.	

Description: Camera Replacement	**Expected Start: FY2020**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $1,000,000**
Installation of additional cameras is a critical part of our comprehensive safety and security program as part of a continued commitment towards the increased safety and well-being of our students, faculty and staff. The current security camera system consists of many analog cameras which do not provide clear and complete viewing coverage. This project includes updating various components of the current system including replacement of analog cameras.	

Description: Skokie Student Street	**Expected Start: FY2021**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $1,264,000**
Renovation of Student Street in concert with the other projects that start to address common areas throughout the campus, the Student Street improvement projects address the main corridor at the Skokie Campus by visually refreshing the space and creating areas for students to gather, study, socialize and connect.	

Description: Skokie Student Center	**Expected Start: FY2021**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $4,358,000**
Similar to the vibrancy that has been created in the new Student Center at the Des Plaines campus, this student and public-facing space offers opportunities for student engagement. This will involve consolidating and reorienting the Bookstore, Cafeteria and Student Life spaces to create an inviting, activated space for students to gather during the day.	

Description: Signage and Wayfinding	**Expected Start: FY2021**
Multi-Year Project Yes ☒ No ☐	**Total Project Capex: $1,400,000**
Wayfinding for students, especially first generation students is critical to creating a welcoming environment at Oakton. In addition, signage is a key method of extending the college brand by creating a cohesive look and feel to the campus. As each space is renovated, interior wayfinding and room signage should be replaced.	

IMPACT ON CURRENT AND FUTURE OPERATING BUDGETS

The projects scheduled for completion in FY2018 are not anticipated to have a material financial impact on the college. Space will not be created or expanded. Additional staff for custodial, maintenance, or grounds will not be needed. The impact on utilities will also be negligible. While some of the remodeled space will be retrofitted with LED lighting, the energy reduction in FY2018 will likely be offset by increased utility usage during construction.

The financial impact of future years projects cannot be determined at this time as the college has not formalized those projects.

CAPITAL FUNDING SOURCE DESCRIPTIONS

Resource Allocation and Management Plan (R.A.M.P.)
A community college may request state funding for up to 75 percent of total project costs of any type of project listed in ICCB Rule 1501.603. The vehicle for requesting state funds is the Resource Allocation Management Program (RAMP) request submitted to the ICCB in July of each year. ICCB staff reviews all requests submitted in RAMP to determine their eligibility for funding. Eligible projects are then rated and prioritized. The projects receiving the highest evaluation are submitted to the ICCB for its consideration. Approved projects comprise the annual ICCB budget request to the Illinois Board of Higher Education (IBHE). Final approval and funding for RAMP projects are dependent on recommendations and action by the Governor and State Legislature.

Protection, Health and Safety Funds
Protection, health, and safety projects are authorized by Section 3-20.3.01 of the Public Community College Act. The purpose of this funding is to alter and repair the facilities of a district such that the health and safety of the occupants may be projected, energy may be conserved, handicapped accessibility may be increased, the structural integrity of the Facility Services may be preserved, or environmental hazards corrected.

Section 3-20.3.01 of the Public Community College Act provides two methods of funding protection, health, and safety projects. ICCB approval is required for either method. Upon approval, the ICCB will issue a certificate of approval authorizing the college to sell bonds or levy a tax. The law permits a college to have a total of $4.5 million in protection, health, and safety bonds outstanding at any one time. Taxes may be levied up to $.05 per $100 of equalized assessed valuation for any one year. Also, projects may be funded using both bond proceeds and tax levy authority.

State Capital Renewal Grants
Capital renewal grants are state funds allocated proportionally to each community college district based on the latest fall on-campus non-residential gross square feet of facilities as certified by the ICCB. Such grants are to be utilized for miscellaneous capital improvements such as rehabilitation, remodeling, improvement, and repair; architect/engineer services; supplies; fixed equipment, and materials; and all other expenses required to complete the work. These funds will not lapse at the end of the fiscal year.

Operations and Maintenance Restricted Funds
O&M Restricted Funds are identified as surplus monies from the Education and O & M levy used for building and site acquisition purposes. Funds identified as surplus in the Education and O & M Funds for the current fiscal year will be transferred at year-end into this fund.

Bond Funding
The College has the ability to raise funds from the capital markets through the issuance of bonds and/or debt certificates. Bonds can be sold and repaid with either property taxes or

a specific revenue source. Bonds supported by property taxes must be approved by district voters via ballot through referendum. Alternative revenue bonds or debt certificates can be sold if a specific revenue source is identified, such as tuition, and pledged to repay debt service.

Capital Assessment Fee

A capital assessment fee is currently levied at the rate of $2 per credit hour. This assessment supports master plan projects and all other capital spending. This fee is paid by all students and is solely used for capital projects. The fee is renewed annually.

ANTICIPATED CAPITAL FUNDING SOURCES AND USES

We anticipated that funding for the FY2018 CIP and projects beyond that timeline will come from a combination of the following sources:

(1) Student Fees
(2) O&M Restricted (Capital Fund 03)
(3) O&M Restricted Prior Fund Balance (Capital Fund 03)
(4) Interest income
(5) Net Asset Fund Balance (Reserve Fund 01)
(6) Issuance of Debt Service Extension Bonds (DSEB)

SOURCES	**FY2018**	**FY2019**	**FY2020**	**FUTURE**
Student fees	$335,000	$335,000	$335,000	$335,000
Capital Fund 03 Prior-Year Balance	5,424,000	-	-	-
Interest income	41,000	41,000	41,000	41,000
Reserve Fund Balance 01	9,816,000	10,039,000	7,791,000	3,441,000
Bond Proceeds (future)	5,000,000	-	-	10,000,000
TOTAL	**$20,616,000**	**$10,415,000**	**$8,167,000**	**$13,817,000**
USES				
Capital Renewal & Deferred Maintenance	$12,971,000	$7,853,000	$5,481,000	$10,057,000
Capital Improvement – West End Remodeling	6,195,000	2,312,000	2,400,000	3,760,000
Annual Remodeling/Contingency	1,450,000	250,000	286,000	-
				-
TOTAL	**$20,616,000**	**$10,415,000**	**$8,167,000**	**$13,817,000**
Note: The proposed sources of funding are subject to change following review with the Oakton Board of Trustees				

Student fees are estimated at $335,000 annually as the result of a $2 per credit hour fee assessed on each paid credit hour. The funds are collected each semester and transferred to the O&M Restricted fund for capital purposes. The fee requires annual approval and is not guaranteed in future fiscal years.

The prior-year fund balance results from funds remaining in fund 03 that were devoted to prior Master Plan through FY2017. Estimated year-end funds available to budget are expected to total $5.4 million. Funds results from unspent project funds raised through two public debt offerings and transfers from the college reserve fund.

The college has additional capacity to issue non-referendum debt to complete the capital projects. The debt service extension base (DSEB) along with refunding prior debt

obligations will allow conservatively up to $12 million in bond proceeds in FY2018 based on forecasted interest rate projections in the near-term. A conservative assumption of $5 million has been assumed for an FY2018 issuance. While DSEB supported bonds do not require a district voter approved referendum, the issuance will require Board of Trustee approval separate from approval of annual appropriations and capital projects.

SUSTAINABILITY

As the master plan progresses, the college should consider key items that reduce energy costs, reduce the college's greenhouse gas (GHG) foot print and serve as a "learning laboratory" for Oakton faculty and students. Some items to be considered include:

- Final conversion of heating to natural gas from electric
- Replace all lighting with LED fixtures
- Install solar panels to offset electricity consumption
- Install medium scale wind turbines to offset electricity usage
- Install more windows/skylights and utilize daylight harvesting technology to control lighting
- Replace annual plants with native perennial plants to reduce
- Reduce or eliminate grass turf by more than 50 percent and install "prairie pockets" highlighting plants native to the region
- Restore the natural areas surrounding the Des Plaines campus by eliminating invasive species, planting native species, creating natural habitats and funding long term maintenance
- Convert the campus fleet to electric or hybrid vehicles where possible
- Encourage sustainable commuting with electric car charging stations, preferred parking spaces for EPA certified "green" vehicles, and create an Oakton shuttle with the regional transportation authority to increase public transportation options
- Create campus sustainability standards for new construction or remodeling such as minimum LEED certification, Energy Star certification or other internationally recognized standards
- Create a Sustainability Education Path throughout both campuses that highlights and educates about all sustainability efforts to educate students and community members

SUMMARY

The capital improvement program proposed for Oakton Community College totals $39.0 million over the next three fiscal years. Approximately $21.6 million is proposed for the first year with a focus on critical infrastructure repair, completing master plan projects from the first year and performing preparatory work for future projects. The plan is largely funded in the first year utilizing unspent master plan funds and fund balance. Funding for projects in future years is proposed to be funded from the sale of bonds the use of reserves from the operational funds. While the first year projects are necessary improvements to the college, future projects may change as the result of an updated master plan.