

# ***EXHIBIT C***



**BOARD OF TRUSTEES  
Buildings and Grounds Committee Agenda Items**

**To:** Board of Trustees

**From:** Office of the President

**Date:** October 30, 2025

The following Buildings and Grounds Committee item is recommended to the Ocean County College Board of Trustees for approval at its meeting on **Thursday, November 6, 2025:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for November 6, 2025 (**Exhibit C-1**)

***EXHIBIT C-1***

## Ocean County College Board of Trustees Buildings and Grounds Committee Agenda November 6, 2025

### FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS

LOCATION / PROJECT	LATEST PROJECT UPDATES														
<b>CONSTRUCTION PROJECTS</b>															
<b>RUSSELL – VOTEC BUILDING RENOVATION</b>	<p>New exterior doors have been installed. This project is complete.</p>														
<b>NEW ADMINISTRATION BUILDING</b>	<p>The new Administration Building construction documents were posted for general contractors bidding and awarded to Newport Construction Management Corporation. The project is expected to have an 18-month construction period and move-in date.</p> <p>Estimated time frame to completion:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d9e1f2;"> <th style="width: 70%;">Process</th> <th>Est. Completion Date</th> </tr> </thead> <tbody> <tr> <td>Design development</td> <td>June 28, 2024</td> </tr> <tr> <td>Construction specifications</td> <td>October 12, 2024</td> </tr> <tr> <td>GC bid release, review &amp; award</td> <td>January 23, 2025</td> </tr> <tr> <td>Begin construction</td> <td>October 16, 2025</td> </tr> <tr> <td>Complete construction</td> <td>November 16, 2026</td> </tr> <tr> <td>Punchlist/Occupy</td> <td>December 15, 2026</td> </tr> </tbody> </table> <p>The Project Labor Agreement (PLA) was fully executed on March 12, 2025, and the general contractor kickoff meeting was scheduled on March 28, 2025. Newport has received permits from the Township, two primary electrical lines that were discovered have been relocated out of the footprint of the building and sitework is now underway.</p>	Process	Est. Completion Date	Design development	June 28, 2024	Construction specifications	October 12, 2024	GC bid release, review & award	January 23, 2025	Begin construction	October 16, 2025	Complete construction	November 16, 2026	Punchlist/Occupy	December 15, 2026
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<b>GRUNIN CENTER – LOBBY EXTENSION</b>	<p>The project consists of two phases: Renovation to the existing first and second floor lobbies and an addition containing an art gallery, box office, open area to accommodate standing room for 450 persons, a warming pantry and restroom facilities. The Renovation phase of the project is completed and was opened to the public for the first performance on September 12, 2025. Sitework has begun on the addition portion of the project with concrete footings and foundation walls being poured. The addition is scheduled for completion in summer 2026.</p>														

LOCATION / PROJECT	LATEST PROJECT UPDATES
<p><b>GRUNIN – MUSIC PRACTICE ROOMS</b></p>	<p>The renovation of the old Human Resources area in the Grunin Center (#11 B) will be converted into practice rooms. SSP Architects has been awarded the architectural and engineering services for the project. G. Meyer Group has been awarded the general contracting services for the project and a kickoff meeting was held on November 20, 2024. Construction began on December 18, 2024, and a Certificate of Approval was received on September 19, 2025. The College is now awaiting closeout documents from the general contractor.</p>
<p><b>PARKING LOT #1</b></p>	<p>Parking Lot #1 will be updated and repaved. An additional ADA compliant parking lot will be placed near the Gateway Building (#101). The projects will include lighting, landscaping, striping, underground pipe repairs, signage, pedestrian access in Lot #3, a feasibility study on solar panels, and the installation of EV (electric vehicle) charging stations. The College awarded the engineering bid to French &amp; Parrello and the general contractor bid to Earle Asphalt Company. Parking Lot construction and striping was completed at the end of August. The charging stations and new callboxes will be installed after the electrical gear (transformers, etc.) is received.</p>

<p><b>PROGRAMMING &amp; DESIGN – In Progress</b></p>	
<p><b>ALLIED HEALTH – RADIOGRAPHY AND DENTAL HYGIENE PROGRAMS</b></p>	<p>The College has decided to offer new Dental Hygiene and Radiography programs to the community. An A/E RFP has been posted to provide programming and all architectural, engineering, and other services related to design and construction for these two programs. The College received proposals and recommended RSC Architects for the award. The project kickoff meeting was held on January 15, 2025. Programming and schematic design is now underway.</p>
<p><b>PLANETARIUM RENOVATION</b></p>	<p>The College has determined that the Robert J. Novins Planetarium Building (#13) requires renovations to modernize the facilities and provide enhanced engagement and educational offerings for the campus population, K-12 students, and the public, without increasing the square footage of the existing building. The goal is to elevate its status as a Planetarium with limited programming and educational opportunities to a unique science learning center serving Ocean County College and the surrounding Jersey Shore region. A conceptual plan has been created by KSS Architects and the College issued an A/E RFP to provide programming and all architectural, engineering, and other services related to design and construction of the renovation. BKP Architects has been awarded the project and a kickoff meeting is being scheduled.</p>

<b>PROGRAMMING &amp; DESIGN – In Progress</b>	
<b>FACILITIES MASTER PLAN</b>	<p>Colliers Engineering &amp; Design has been awarded to update the Facilities Master Plan. The plan was last updated in 2016. The update will focus on 6-key deliverables, plus a final plan and presentation.</p> <ol style="list-style-type: none"> <li>1. Comprehensive Building Analysis – (6) Oldest buildings and Student Center kitchen</li> <li>2. Building Structural Condition Assessment (17) buildings</li> <li>3. 2016 Master Plan update – Chapter 2 Campus Development</li> <li>4. Planning for future growth</li> <li>5. Continuity of operations</li> <li>6. Sustainability – Including solar panel study.</li> </ol> <p>The Collier team has begun building surveying and interviews with College personnel. Project and presentation are scheduled for completion mid-November (originally set for September).</p>
<b>ROOF REPLACEMENT</b>	<p>The IT building and the Planetarium dome roofs are out of warranty, have leaks in spite of several attempts to repair/patch. Clarke, Caton, Hintz has been awarded the architectural bid to create roof replacement drawings and specifications and provide construction administration during the project. A kickoff meeting is being held in the upcoming weeks to begin design.</p>
<b>HIERING SCIENCE BLDG/ LECTURE HALL RENOVATION</b>	<p>The Hiering Science Building Lecture Hall’s renovation is complete except for the professor’s desk/AV console, which is on order. A temporary setup is in place for the start of the semester.</p>