

EXHIBIT C



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

To: Board of Trustees
From: Office of the President
Date: January 16, 2020

The following Buildings and Grounds Committee item is recommended to the Ocean County College Board of Trustees for approval at its meeting on **Thursday, January 23, 2020:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for January 23, 2020 (**Exhibit C-1**)

EXHIBIT C-1



**Ocean County College Board of Trustees
Buildings and Grounds Committee Agenda
January 23, 2020**

FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS

LOCATION / PROJECT	Latest Project Update
CONSTRUCTION PROJECTS	
PERFORMING ARTS ACADEMY (PAA)	A temporary certificate of occupancy (TCO) was issued by the Toms River Buildings department on January 4, 2020. The building is open to students, faculty, and staff as of January 6. The Black Box will not be completed for approximately one to one and a half months. Other work to be completed includes paving, landscaping, and irrigation. The turnover of closeout documents, training of Facilities staff, and completion of punch list work must still occur.
SECURITY ACCESS AND CAMERA UPGRADE	Phase 3 continues. Documents are under review.
NEW AUXILIARY GYM BUILDING	The auxiliary gym project will be completed at the end of January and, with a temporary certificate of occupancy (TCO), it will be open in February. It has a maximum capacity of 400 and features an intramural basketball court. The auxiliary gym floor can also be used for volleyball, soccer (indoor), or tennis (one court). Note that the gym is for athletic events, senior day, open houses, and banquets, and the Performing Arts Academy is allowed to use at predetermined times during the day.
NEW STUDENT ENROLLMENT BUILDING	The proposed 16,261 square foot, one-story, facility will house 70 enrollment service staff members and is expected to be complete in early spring 2021. When completed, the new Student Enrollment Building will provide a single point of synergy with the Larson Student Center and the new Conference Center. The general contractor, Catel, was awarded earlier this month. The project was submitted to the Toms River Township Buildings department for approval.
CONFERENCE CENTER RENOVATION	The renovation of the Conference Center includes a conference room, two breakout conference rooms, public lobby for 60 persons, and a place to house the Barnegat Bay Partnership (BBP) offices. The large conference room will handle an eight round banquet table setup fitting a maximum of 48, a chair and table configuration fitting 50-60, or lecture chair set up for 80. The renovation includes a new HVAC system, the infilling of the loading dock, and a street-side entrance. The general contractor's recommendation for award is on this meeting's agenda. The anticipated project completion date is September 2020.

LOCATION / PROJECT	Latest Project Update
CRIME SCENE LAB/ SECURITY BUILDING	The Crime Lab will have a capacity of 32 students for multipurpose programming: a Criminal Justice Degree, popular summer camps, a 360-degree virtual room for a "shoot-don't shoot," and a mock two bedroom apartment for search and seizure training for the College, Toms River Police Department, and the Ocean County District Attorney's office. The Security Department will have adequate offices, locker rooms, and a two-bay garage to house electronic billboards, safety equipment, and electric golf carts. Work is ongoing and the Security department is expected to move into the new addition in February 2020 with the renovation complete by June 2020.
PARKING LOT/ SERVICE ROAD PROJECT SCHEDULE C – FY 2020	Improvements in Parking Lot 2 includes new islands to redirect traffic flow and accommodate the Performing Arts Academy school buses, and repaving and landscaping. The Service Road improvements include security and safety enhancements for pedestrian sidewalks, traffic calming, and new student ADA parking. Chapter 12 will assist with the following parking lot improvements: <ul style="list-style-type: none"> • Facilities Parking Lot: Approximately 52,000 sq. ft. / 5,740 sq. yds. • Service Road: Approximately 73,000 sq. ft. / 7,840 sq. yds. • Lot #1 ADA – Nursing Area: Approximately 48,000 sq. ft. / 5,334 sq. yds. • Lot #2 –Entire Lot: Traffic pattern change, landscaping and resurfacing. The schedule was revised so only traffic flow modifications will occur this fall with all other work scheduled in 2020. Parking Lot 2 curbs and islands are complete. The repaving and Service Road work will begin in Spring 2020.
GATEWAY – KEAN OFFICE RENOVATION	Kean had requested a new office space near their existing offices on the first floor of the Gateway building. Project Coordination meetings took place and the design is nearly complete. The College will construct the new space within the Student Lounge area.

PROGRAMMING & DESIGN	
ADMINISTRATION BUILDING	The design of the new Administration Building is in progress and should be complete by June 2020. The design calls for a three-story, 33,000 square foot building located adjacent to the Planetarium. Once completed, the building will provide ADA access from parking lot 2-R. It will house the Executive Vice President suites, the President's office, the Board of Trustees Board Room, the Alumni Foundation, and respective administrative support services.
FACILITIES STORAGE STRUCTURE	There appears to be no wetlands limitations for the new facility storage structure next to the Facilities maintenance shops. The exterior space layout and building schematic design are complete. Design development and construction documents are under way.

PROGRAMMING & DESIGN	
GRUNIN CENTER LOBBY OPTION	<p>The College (OCC) has identified a need for the extension of the Grunin Center Lobby that would hold a full audience for theater functions. This Lobby needs to be better insulated from cold and hot winds, which find their way into existing doors, making it impossible for proper HVAC and would better connect the street level for visitors who find the long ramp difficult to navigate. The best approach is adding an additional matching sidewalk grade. Within the new area, a stair and elevator will provide access to the existing building. This would create a new entrance from Parking Lot 2 and align with the PAA for the drop-off of visitors, especially those who cannot navigate the long walk to the current side entrance.</p> <p>Most college theaters provide eight to twelve square feet (sf) per seat in their lobbies (this equates to approximately a 4,400 sf area for a 450-person capacity theater). If additional space is required to provide for new restrooms, larger concession areas or space for art, the lobby should be planned to be on the order of 5,000 sf or greater. A purchase order for an architect to provide conceptual designs to be used for fundraising was issued earlier this month. Design work will begin this month.</p>
SCIENCE BUILDING ADDITION FOR UPPER AND LOWER CAMPUS	<p>In consulting with an architect on a possible \$3 million lobby elevator conveyance system, it was determine that the Technology building elevator would be sufficient for the ADA requirement. Furthermore, once the Service Road Project is complete, this will provide a new direct pedestrian path and a traffic-calming table to assist with better transition. However, it was pointed out that there is more of a need for signage and identifying campus mapping to highlight the path more clearly. Otherwise, when additional Science Labs warrant an expansion of the building and the educational program is better defined, reconsideration of proceeding is recommended; nevertheless at this time, it is not economically feasible.</p>
SMALL PROJECTS FOR 2020	<p>In 2020 the following small projects are scheduled:</p> <ul style="list-style-type: none"> • Planetarium – Reupholster seating • Grunin Center Theater – Refinish stage • Grunin Center – Renovate the old Human Resources offices into new music rooms • Grunin Center – Replace chillers • Library – Modification of the space • Technology Building and SEC – Replace roofs • Facilities Management Building – Modify office space • Russell Building – Modify second floor offices • Mill Creek permits