

# ***EXHIBIT C***

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

**To:** Board of Trustees  
**From:** Office of the President  
**Date:** September 15, 2022

The following Buildings and Grounds Committee item is recommended to the Ocean County College Board of Trustees for approval at its meeting on **Thursday, September 22, 2022:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for September 22, 2022 (**Exhibit C-1**)

***EXHIBIT C-1***



**Ocean County College Board of Trustees  
Buildings and Grounds Committee Agenda  
September 22, 2022**

**FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS**

LOCATION / PROJECT	Latest Project Update
<b>CONSTRUCTION PROJECTS</b>	
<b>STUDENT ENROLLMENT BUILDING (SEB)</b>	The remaining punch list items have been completed and closeout documents have been submitted. The project is in the process of being closed-out.
<b>CONFERENCE CENTER – RENOVATION (CONF)</b>	The Conference Center (#10) is fully renovated and the remaining punch list items have been completed. Barnegat Bay Partnership is modifying their office area to receive additional furniture for new staff and to expand their lab; the furniture has been installed. The new lab countertop is in production and will be installed once complete. Additional IT is being scheduled to install in the new workstations as well as the moving company. Anticipated move in date is December.
<b>NJNG / OCC ENERGY CONSERVATION PROGRAM</b>	Ocean County College is participating in the New Jersey Natural Gas (NJNG) Engineering Solutions. A kickoff meeting with LGB Mechanical, Inc. (boiler replacement), will be scheduled. Lighting materials have been received. A vendor will be selected to change the current fluorescent lights to energy efficient LED lamps.
<b>STUDENT CENTER – SEATING EXPANSION</b>	The Certificate of Occupancy was received for the expansion of the dining seating and reduction of the bookstore. The remaining punch list items are completed and awaiting closeout documents.
<b>FACILITIES STORAGE STRUCTURE (BARN)</b>	The Certificate of Occupancy was received and the general contractor (GC) is working on completing the punch list items and closeout documents.
<b>LIBRARY – STEPS REPLACEMENT/REPAIR</b>	The replacement and repair of the exterior Library stairs are complete. Permanent railings have been installed on the east stairs. The general contractor is now working on completing punch list items and closeout documents.
<b>GRUNIN – PAA SECURITY</b>	The security and isolation for PAA classrooms is complete and a Certificate of Occupancy (CO) has been issued. The contractor, Catel, Inc., is working on submitting all required closeout documents.



**PROGRAMMING & DESIGN – In Progress**

<p><b>NEW AND OLD ADMINISTRATION BUILDING &amp; EXPANSION</b></p>	<p>The new Administration Building is currently in the Design Phase for minor revisions. It is expected to have an 18-month construction period and move-in date, followed by the demolition of the existing Administration Building. A virtual page-turn-through of the construction drawings has been performed with individual departments (IT, Security, and Facilities) to ensure all items within the design are agreed upon and coincide with the College's standards. The architect has finalized and submitted the design specifications and bid documents.</p> <p>The next step is to review the revised budget and determine if it aligns with available funding or if changes are needed either to the plans or to the budget.</p> <p>The finalized documents will then be included in the RFP for a commissioning agent's full peer review and MEP/envelope commissioning. If no further changes are necessary, documents will be sent to the NJ Comptroller for review.</p>
<p><b>SAILING CENTER</b></p>	<p>The Sailing Center project has received all NJDEP permits. A meeting was held with the architect, Joe Horan, from Kimmel Bogrette on January 13, confirming that all materials specified in the plans are still available. A courtesy presentation to Berkley Township was held on March 17. Kimmel Bogrette provided an updated construction cost estimate while funding is being determined.</p>
<p><b>LIBRARY RENOVATION</b></p>	<p>A complete modernization of an existing space, such as the Library, is being analyzed to ensure the space configuration meets student needs. Several meetings and site visits to recent renovated libraries in New Jersey were conducted to gain insight into these needs. A survey is also being developed to include student involvement for certain design aspects of the renovation. BKP Architects have been awarded the architect/engineering (A/E) contract for the project and has begun programming and schematic design.</p>
<p><b>BUCKWALD &amp; NORTH BAY WELCOME SIGNS</b></p>	<p>A large welcoming sign was proposed to be installed at the College campus entrances to invite visitors and the community onto the campus. Concepts from vendors have been received. A site survey plan, required for review and permitting purposes, including boundary, right-of-way, and topography information has been performed by French &amp; Parrello Associates. The College is waiting for our attorney to advise on the next steps to move forward.</p>
<p><b>NORTH BAY ENTRANCE SIGNAGE</b></p>	<p>Installation of an approximate 70-foot-tall billboard-style pylon structure on West College Drive was proposed so that the billboard can be seen from the Garden State Parkway. A site survey plan, required for review and permitting purposes, including boundary and topography information, has been performed by French &amp; Parrello Associates. The College is waiting for our attorney to advise on the next steps to move forward.</p>



<b>PROGRAMMING &amp; DESIGN – In Progress</b>	
<b>SEC – PARKING LOT &amp; SIDEWALK REPAIRS</b>	The Southern Educational Center site has multiple areas within the parking lot where the asphalt and curbing are sinking. Paving, striping, and concrete work has been completed and a punch list will be issued by the engineer prior to closeout.
<b>HEALTH &amp; HUMAN PERFORMANCE CENTER – EXTERIOR WALL REPOINTING</b>	The walls of the Health and Human Performance Center currently have cracked and are missing grout and caulking throughout areas of the brickwork and masonry block walls. As a result, the building experiences water infiltration when wind-driven rain events occur. As such, the College seeks to remedy these issues by repointing and caulking the northeast and east walls of the building. Spartan Construction has completed the repointing and a punch list will be prepared and issued by the Architect.
<b>PLANETARIUM – INDEPENDENT HVAC SYSTEM</b>	The College will install a stand-alone HVAC system (boilers and chillers) for the Planetarium Building. This will allow the Planetarium to operate independently of the Administration Building, which currently supplies its heating and cooling. Bids have been received from general contractors and the College recommends to award the project to LGB Mechanical.
<b>GRUNIN – MUSIC ROOMS</b>	The renovation of the old Human Resources area in the Grunin Center will be converted into practice rooms. SSP Architects has been awarded the project and has met with the end users to discuss programming of the project. Two schematic designs are now being developed showing different layout options and comparing stick-built practice rooms to prefabricated practice rooms.
<b>TECHNOLOGY BUILDING – ROOF REPLACEMENT</b>	The roof of the Technology Building is past its warranty and is breaking down due to the elements. The project will require an architect's specifications and bid out. SSP Architects has received the bid award and has begun design. The atrium rooftop (also known as a "doghouse") needs to be repointed and the leaking windows be replaced. Spartan Construction has completed the repointing portion of the project and will be replacing the windows once received from the manufacturer in November.
<b>CAMPUS WIDE – MASS NOTIFICATION SYSTEM</b>	The mass notification system that broadcasts emergency messages to be heard anywhere on campus needs to be replaced. The more than 15-year-old electronics cannot be replaced or repaired. The broadcasting speakers on the Library and Gymnasium are still functional, but will be repositioned. Hopefully the upper campus buildings will be in range with the new positioning; if not, a third speaker would need to be added. In addition to audio broadcasting, the new equipment will have the capability of emergency notifications to desktops and phones. The system will meet the National Fire Protection Agency (NFPA) code and Clery Act compliance for mass notification. ALERTUS has been awarded the contract; a kickoff meeting was completed and equipment is on order. Expected installation in October.



<b>2022- 2023 CONCEPTUAL DESIGN FOR POSSIBLE FUTURE PROJECTS</b>	
<b>HANDICAPPED PARKING LOT</b>	The concept of handicapped parking lot spaces close to the Gateway Building is being reviewed. The current handicapped spaces are too far and steep to walk to the building or campus.
<b>GRUNIN CENTER – LOBBY EXTENSION</b>	The conceptual designs for a sizeable addition adjustment of the Grunin Center Lobby was presented to the President’s Leadership Team (PLT) for review and comments. The lobby extension will be an open area to accommodate standing room for 450 persons. Additionally, it will have a side Art Gallery, high top tables and seating, upgraded lighting and temperature controls, and an expanded lobby access to the theater.
<b>CONNECTING UPPER &amp; LOWER CAMPUS</b>	Existing elevations are being evaluated for ADA compliancy to connect the upper and lower campus. A preliminary review shows that the upper campus can be accessed through the Technology Building elevator. An analysis of the various sidewalk inclines for ADA compliance will be completed. A proposal for an ADA compliant wayfinding survey and the signage of routes to the upper campus was requested from Designer Systems.