

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: December 1, 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, December 8, 2022:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for December 8, 2022 (**Exhibit C-1**)

EXHIBIT C-1



**Ocean County College Board of Trustees
Buildings and Grounds Committee Agenda
December 8, 2022**

FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS

LOCATION / PROJECT	Latest Project Update
CONSTRUCTION PROJECTS	
CONFERENCE CENTER – RENOVATION (CONF)	The Conference Center (#10) is fully renovated and the remaining punch list items have been completed. Barnegat Bay Partnership (BBP) is modifying their office area to receive additional furniture for new staff and to expand their lab. New furniture and an expanded lab countertop have been installed, and additional IT is scheduled to be installed during the week of December 5, 2022. Move-in date is January 12, 2023.
NJNG / OCC ENERGY CONSERVATION PROGRAM	Ocean County College is participating in the New Jersey Natural Gas (NJNG) Engineering Solutions program. A kickoff meeting with LGB Mechanical, Inc. (boiler replacement), will be scheduled. Lighting materials have been received. Troller Electric was awarded the work to change the current fluorescent lights to energy efficient LED lamps. A scheduling meeting was planned; and the project will start in early December.
STUDENT CENTER – SEATING EXPANSION	The Certificate of Occupancy (CO) was received for the expansion of the dining seating and reduction of the bookstore. All punch list items are complete and awaiting closeout documents.
LIBRARY – STEPS REPLACEMENT/REPAIR	The replacement and repair of the exterior Library stairs are complete. Permanent railings have been installed on the east stairs. The general contractor has completed the punch list items and are submitting closeout documents.

PROGRAMMING & DESIGN – In Progress	
NEW AND OLD ADMINISTRATION BUILDING & EXPANSION	<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>
SAILING CENTER	<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, 2022, to confirm that all materials specified in the plans are still available. A courtesy presentation to Berkley Township was held on March 17, 2022. Kimmel Bogrette provided an updated construction cost estimate while funding is being determined.</p>
LIBRARY RENOVATION	<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 completed significant programming and schematic design.</p>
ENTRANCE SIGNAGE	<p>The electronic signage, located near the intersection of Hooper Avenue and College Drive, needs to be replaced. Visibility is limited for motorists driving in the northern travel lanes along Hooper Avenue at the height that it currently stands. Also, the existing signage is approximately 11 years old and will be upgraded to incorporate the latest technology available and a larger size. An RFP has been sent out to architects/engineers to evaluate the existing signage and provide design services, bid assistance, and construction administration for the replacement. Proposals were received and are being evaluated.</p>
SEC – PARKING LOT & SIDEWALK REPAIRS	<p>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 by Earle Asphalt Company to correct the issues. The contractor is now working on the punch list items before closeout documents are submitted.</p>

PROGRAMMING & DESIGN – In Progress	
HEALTH & HUMAN PERFORMANCE CENTER – EXTERIOR WALL REPOINTING	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 project as well as the punch list items, and will be submitting the required closeout documents.
PLANETARIUM – INDEPENDENT HVAC SYSTEM	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. LGB Mechanical has been awarded the project. A kickoff meeting was held on October 12, and mechanical equipment submittals are now being processed. Construction is expected to begin in Spring of 2023.
GRUNIN – MUSIC ROOMS	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. The project is now in the design phase with final construction documents expected to be completed in January.
TECHNOLOGY BUILDING – ROOF REPLACEMENT	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 will be replaced. Spartan Construction has completed the repointing portion of the project and will be replacing the windows during the week of January 9, 2023.
CAMPUS WIDE – MASS NOTIFICATION SYSTEM	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 repaired. The broadcasting speakers on the Library and Gymnasium Buildings 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 has arrived. Expected installation in December/January as ALERTUS needs to contact an electrician.



2022- 2023 CONCEPTUAL DESIGN FOR POSSIBLE FUTURE PROJECTS	
HANDICAPPED PARKING LOT	The concept of handicapped parking lot spaces closer to the Gateway Building is being reviewed. The current handicapped spaces are too far and steep to walk to the building or campus.
GRUNIN CENTER – LOBBY EXTENSION	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.
CONNECTING UPPER & LOWER CAMPUS	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. Request for proposals were sought for an ADA compliant wayfinding survey and the signage of routes to the upper campus. A tour of the Campus was completed October 26, 2022. Proposals were received and are being evaluated.