

EXHIBIT C



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

To: Board of Trustees
From: Office of the President
Date: November 27, 2024

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 5, 2024:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for December 5, 2024 (**Exhibit C-1**)

EXHIBIT C-1

**Ocean County College Board of Trustees
Buildings and Grounds Committee Agenda
December 5, 2024**

FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS

LOCATION / PROJECT	Latest Project Update
CONSTRUCTION PROJECTS	
NJNG / OCC ENERGY CONSERVATION PROGRAM	Ocean County College is participating in the New Jersey Natural Gas (NJNG) Engineering Solutions program. LGB Mechanical, Inc., completed the Grunin boiler replacement. The lighting retrofit portion and energy saving sensors have been completed. A final reconciliation is in progress with the NJNG representative, Noresco, for any discrepancies or punch-list items.
LIBRARY RENOVATION	Departmental moves into the Library Building are completed, a temporary certificate of occupancy was issued by the township, and the ribbon cutting ceremony was held on September 11. A final punch list was created by the Architects and issued to the general contractor, who is scheduling their subcontractors accordingly.
RUSSELL – VOTEC CERTIFIED NURSING ASSISTANT (CNA) PROGRAM	Vocational Technical (VOTEC)'s CNA program will hold classes in the Russell Building (#7). Rooms 142 and 144 will be combined and renovated into a simulated, (12) bed patient care center. Additionally, rooms 135, 125, and 108, will be used for class/lectures with new furniture. Ribbon cutting was September 12. Some IT/AV and classroom furniture arrived and were installed. This project is completed.
ENTRANCE SIGNAGE	The electronic signage located near the intersection of Hooper Avenue and College Drive has been replaced. The architectural/engineering (A/E), Studio Hillier, prepared the design and construction documents. Forge Signworks was awarded the general contractor (GC) bid and has installed the new taller pillars and electronic signage. The College is now awaiting final closeout documents.
GRUNIN MAIN THEATER LIGHTING UPGRADE	The existing Grunin Main Theater utilizes a lighting system that is roughly 20 years old. The purpose of this lighting upgrade project is to raise the level of the Theater's infrastructure to be consistent with what performers and artists request in their contracts and riders, as well as providing a more enhanced experience for students and community patrons. The improved system will attract high level performers who request LED lighting and will provide a better theatrical experience for patrons. Schuler Shook was awarded the consulting bid and created design drawings and specifications. The GC bid has been awarded to Sodon's Electric, Inc. A kickoff meeting was held on October 15 and the work is scheduled during the main theater blackout period of January through May 2025.

PROGRAMMING & DESIGN – In Progress															
NEW AND OLD ADMINISTRATION BUILDING & EXPANSION	<p>The new Administration Building construction documents have been posted for general contractors bidding. 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"> <thead> <tr> <th>Process</th> <th>Est. Completion Date</th> </tr> </thead> <tbody> <tr> <td>Design development</td> <td>June 28</td> </tr> <tr> <td>Construction specifications</td> <td>October 12</td> </tr> <tr> <td>GC bid release, review & award</td> <td>January 23</td> </tr> <tr> <td>Begin construction</td> <td>June 2</td> </tr> <tr> <td>Complete construction</td> <td>July 2026</td> </tr> <tr> <td>Punchlist/Occupy</td> <td>September 2026</td> </tr> </tbody> </table>	Process	Est. Completion Date	Design development	June 28	Construction specifications	October 12	GC bid release, review & award	January 23	Begin construction	June 2	Complete construction	July 2026	Punchlist/Occupy	September 2026
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GRUNIN CENTER – LOBBY EXTENSION	<p>The Conceptual Designs (developed by DRG Architects) for a sizeable addition adjustment of the Grunin Center (#11) 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 accessible to the theater. DRG Architects were awarded the project and the drawings and specifications have been posted for General Contractor bidding.</p>														
GRUNIN – MUSIC PRACTICE ROOMS	<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. Construction to commence in December.</p>														
ALLIED HEALTH PROGRAM CONSULTING	<p>BKP Architects was awarded the project and a kickoff meeting was held on April 16. BKP has evaluated the existing spaces and developed a Best Use Analysis Summary Report and conceptual plans for the following programs: Dental Hygiene, Radiography, Veterinary Technician, and a Pre-Nursing/Certified Nursing Assistant. The College has decided to pursue the Dental Hygiene and Radiography programs at this time. 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 has received the proposals and recommends RSC Architects for award.</p>														

PROGRAMMING & DESIGN – In Progress	
PLANETARIUM RENOVATION	<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>
PARKING LOT #1	<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, and a feasibility study on solar panels and/or EV (electric vehicle) charging stations. The College has issued an A/E RFP to provide programming and all architectural, engineering, and other services related to design and construction of the parking lot and other areas throughout campus.</p>
FACILITIES MASTER PLAN	<p>Colliers Engineering has been awarded to update the Facilities Master Plan. The plan was updated in 2016. The plan’s update will focus on 6 key deliverables plus a final plan and presentation.</p> <ol style="list-style-type: none"> 1. Comprehensive Building Analysis – (6) oldest buildings and Student Center kitchen 2. Building Structural Condition Assessment (17) buildings 3. 2016 Master Plan update – Chapter 2 Campus Development 4. Planning for future growth 5. Continuity of operations 6. Sustainability – including solar panel study. <p>The Collier team has begun building surveying and interviews with OCC personnel. Project and presentation are scheduled for completion September 2025.</p>