

# ***EXHIBIT C***



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

**To:** Board of Trustees  
**From:** Office of the President  
**Date:** April 17, 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, April 24, 2025:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for April 24, 2025 (**Exhibit C-1**)

## ***EXHIBIT C-1***

**Ocean County College Board of Trustees  
Buildings and Grounds Committee Agenda  
April 24, 2025**

**FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS**

LOCATION / PROJECT	Latest Project Update
<b>CONSTRUCTION PROJECTS</b>	
<b>HIERING SCIENCE BLD/ LECTURE HALL RENOVATION</b>	The lecture hall's renovation will include replacing the original mounted student desks with mounted tables and seating. This will provide more student work space and power for electronic devices. The carpet will be replaced and the floors, walls, and duct work painted. AV and faculty podium will be upgraded.
<b>LIBRARY RENOVATION</b>	Departmental moves into the Library Building (#3) are completed, a temporary certificate of occupancy was issued by the township, and the ribbon cutting ceremony was held on September 11, 2024. A final punch list was created by the Architects and issued to the general contractor, who is scheduling their subcontractors accordingly.
<b>RUSSELL – VOTEC CERTIFIED NURSING ASSISTANT (CNA) PROGRAM</b>	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 held on September 12, 2024. Some IT/AV and classroom furniture has arrived and installed. This project is complete.
<b>ENTRANCE SIGNAGE</b>	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.
<b>GRUNIN MAIN THEATER LIGHTING UPGRADE</b>	The existing Grunin Main Theater utilizes a lighting system that is roughly 20 years old. The purpose of the 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 General Contractor (GC) bid has been awarded to Sodon's Electric, Inc. A kickoff meeting was held on October 15, 2024, and the work has been completed. The College is now awaiting final closeout documents.

PROGRAMMING & DESIGN – In Progress															
NEW ADMINISTRATION BUILDING	<p>The new Administration Building construction documents were posted for general contractors bidding and Newport Construction Management Corporation is now recommended for award. The project is expected to have an 18-month construction period and move-in date.</p> <p>Estimated time frame to completion:</p> <table><tr><th>Process</th><th>Est. Completion Date</th></tr><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>June 2, 2025</td></tr><tr><td>Complete construction</td><td>July 2026</td></tr><tr><td>Punchlist/Occupy</td><td>September 2026</td></tr></table>	Process	Est. Completion Date	Design development	June 28, 2024	Construction specifications	October 12, 2024	GC bid release, review & award	January 23, 2025	Begin construction	June 2, 2025	Complete construction	July 2026	Punchlist/Occupy	September 2026
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	<p>The Project Labor Agreement (PLA) was fully executed on March 12, 2025, and the general contractor kickoff meeting is scheduled for March 28, 2025.</p>														
<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 (A/E) and Shorelands Construction (GC) has been awarded the project. A kickoff meeting was held on February 19, 2025, and construction has begun.</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 is scheduled to be completed this summer.</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 award. The project kickoff meeting was held on January 15, 2025. Programming and schematic design is now underway.</p>															

<b>PROGRAMMING &amp; DESIGN – In Progress</b>	
<b>PLANETARIUM RENOVATION</b>	<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>PARKING LOT #1</b>	<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 services related to design and construction, and has awarded the project to French &amp; Parrello. A kickoff meeting was held on January 15, 2025, and programming and schematic design is now being performed.</p>
<b>FACILITIES MASTER PLAN</b>	<p>Colliers Engineering 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 OCC personnel. Project and presentation are scheduled for completion September 2025.</p>