

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: August 28, 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, September 4, 2025:**

1. Recommend acceptance of the Buildings and Grounds Committee Report for September 4, 2025 (**Exhibit C-1**)

EXHIBIT C-1

Ocean County College Board of Trustees Buildings and Grounds Committee Agenda September 4, 2025

FACILITIES MANAGEMENT AND CONSTRUCTION PROJECTS

LOCATION / PROJECT	Latest Project Update														
CONSTRUCTION PROJECTS															
LIBRARY RENOVATION	Departmental moves into the Library Building (#3) are completed, a certificate of occupancy was issued by the township, and the ribbon cutting ceremony was held on September 11, 2024. Punch list items have been completed by the GC and the College is awaiting final closeout documents.														
RUSSELL – VOTEC BUILDING RENOVATION	Interior renovations of the building should be completed by VOTEC's general contractor in time for their September opening; new exterior doors will be installed mid-September.														
NEW ADMINISTRATION BUILDING	<p>The new Administration Building construction documents were posted for general contractors bidding and Newport Construction Management Corporation has been awarded the project, which 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, 2024</td></tr> <tr> <td>Construction specifications</td><td>October 12, 2024</td></tr> <tr> <td>GC bid release, review & 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> </tbody> </table> <p>The Project Labor Agreement (PLA) was fully executed on March 12, 2025, and the general contractor kickoff meeting was scheduled on March 28, 2025. Newport has received permits from the Township and will begin the footings and foundation once two primary electrical lines that were discovered are relocated out of the footprint of the building.</p>	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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GRUNIN CENTER – LOBBY EXTENSION	The project consists of two phases: Renovation to the existing first and second floor lobbies and an addition containing an art gallery, box office, open area to accommodate standing room for 450 persons, a warming pantry, and restroom facilities. The Renovation phase of the project is currently being completed and will be opened to the public for the first performance on September 12, 2025. Sitework has begun on the addition portion of the project with concrete														

LOCATION / PROJECT	Latest Project Update
	footings and foundation walls being poured. The addition is scheduled for completion in summer 2026.
GRUNIN – MUSIC PRACTICE ROOMS	The renovation of the old Human Resources area in the Grunin Center (#11 B) will be converted into music 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 mid-September 2025.
PARKING LOT #1	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, a feasibility study on solar panels and the installation of EV (electric vehicle) charging stations. The College awarded the engineering bid to French & Parrello and the general contractor bid to Earle Asphalt Company. Construction has begun and all work except the installation of EV charging stations will be completed by the end of August 2025. The charging stations will be installed after the electrical gear (transformers, etc.) is received.

PROGRAMMING & DESIGN – In Progress	
ALLIED HEALTH – RADIOGRAPHY AND DENTAL HYGIENE PROGRAMS	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.
PLANETARIUM RENOVATION	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.

PROGRAMMING & DESIGN – In Progress	
FACILITIES MASTER PLAN	<p>Colliers Engineering & Design 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"> 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 College personnel. Project and presentation are scheduled for completion September 2025.</p>
ROOF REPLACEMENT	<p>The IT building and the Planetarium dome roofs are out of warranty, have leaks in spite of several attempts to repair/patch. Quotes were received by approved roofing suppliers to design the replacement, provide the roofing materials, hire the roofing contractors, and guarantee the work; however, the quotes were extremely high. An architect will be engaged to create roof replacement specifications for a public bid and provide site management after the award.</p>
HIERING SCIENCE BLDG/ LECTURE HALL RENOVATION	<p>The Hierung Science Building Lecture Hall's renovation is complete, with the exception of the professor's desk/AV console, which is on order. A temporary setup is in place for the start of the semester.</p>