



Facilities & Maintenance Division Report August – November 2025

Featuring the New Student Center Construction – COM-FSM

Prepared for the December 2025 Board of
Regents Meeting

1. Overview

This report highlights key improvements, maintenance achievements, renovation activities, and infrastructure project updates completed by the Facilities & Maintenance Division from August to November 2025.

2. Enhancements to Operations & Services

- Preventive maintenance (PM):
 - Vehicle PM: 40% of Level A completed; Level B: 2 units.
 - Recruitment of three special contract staff for grounds, AC/electrical, and building repair.
 - Shuttle bus inspection and repair completed; ridership revenue doubled.
 - A total of 109 bus passes were purchased for Fall 2025, generating \$8,720 in revenue.
- In comparison, 113 passes were purchased in Fall 2024 for \$4,520. Despite a slight decrease in passes sold, revenue doubled, indicating strong and sustained demand.

- Faulty 3-phase power meter at Kosrae replaced after joint monitoring.

3. Residence Halls Upgrades

- New water tanks and pumps installed for male and female halls.



- Dormitory refurbishments include:

- Floor cleaning & waxing
- Window screen replacements
- Ceiling fans replaced
- Painting
- Furniture repairs
- Furniture procurement (bunkbeds, lockers, tables) pending funds.



Dorm Improvements Before/After

4. ACIP-Linked Improvements & Progress Indicators

- 40% completion of vehicle & equipment PM for Oct–Nov.
- Water use monitoring implemented monthly.
- Kosrae Multi-Purpose Building delayed due to contractor bonding requirement.
- Four IMF Projects now out for bidding (closing Dec 10, 2025).
- FMI dorms/classrooms & New Student Center expected completion December.

5. Challenges & Recommendations

- Infrastructure project delays due to limited institutional capacity.
- PM Program effectiveness hindered by lack of data tracking.
- Recommendation: Strengthen project management & implement PM data system.

6. Ongoing Work

- Generator repairs for dorms, dining hall, bookstore & dispensary.
- New generator installation for classrooms/faculty/clinic.

- Continued water monitoring and leak detection.
- Roof painting for Buildings A and B.

7. Planned Next Steps (Dec 2025 – Jan 2026)

- Reinststate PM program for facilities & AC systems by January 2026.
- Develop PM data collection & monitoring system.
- Renovation of Building J (former Nursing Center).

Procurement & Property Management Office Report August – November 2025

1. PPMO Highlights & Mission

The Procurement & Property Management Office (PPMO) continues to enhance procurement efficiency, vendor compliance, and property oversight. Our mission focuses on transparency, compliance, stewardship, and cost-effective operations.

2. Procurement Updates

- RFQ 2025-05 – Server for Yap Campus: Recommendation approved by VPIS.

- RFP 2026-01 – Landscaping, Grounds Maintenance & Waste Disposal (CTEC): Evaluation ongoing.
- CT-0452 – FMI Laptops & Bags: Delivered Nov 3, 2025.
- CT25-0471 – 35 Desktops for Yap: Delivered Nov 3, 2025.
- VPIS placed a hold on PR/POs for Pohnpei Ace company and braches to review and clear long-standing balances
- Consolidation planning with Dateline Exports for container-based procurement.
- Oct 21–31: PPMO led 2025 Fixed-Asset Year-End Inventory.

3. Kosrae Electrical Billing Investigation

Abnormally high July–September 2025 electricity bills triggered investigation:

- July: \$15,607.30
- August: \$16,157.63
- September: \$19,248.92

PPMO coordinated with Maintenance, Kosrae Campus, and Fiscal Office.

Preliminary findings suggest overbilling or meter malfunction; audit pending.

Reconciliation with KUA will follow audit results.

4. Property Management Updates

- Installed designated traffic signage for student transport.
- Monthly National Campus vehicle inspection program active.



- Ongoing review of used assets such as desks and furniture to reduce procurement costs.

5. Electrical Consumption Monitoring

Kosrae Campus billing remains under scrutiny pending electrical audit results. PPMO will coordinate corrective actions after reconciliation with KUA.

6. PPMO Commitment & Outlook

PPMO remains committed to cost savings, efficient procurement processes, vendor accountability, and strengthened asset management across all campuses.