

College of Micronesia-FSM
Committee (Working Group) Minutes Reporting Form

Committee or Working Group:	Information Communication and Technology

Date: 04/24/2018	Time: N/A(UTC+11)	Location: Board Conference Room

STANDING COMMITTEE				
Information Communication and Technology Committee				
	Titles/Reps.	Names	Present	Absent
1.	Committee Chair	Nelchor Permitez	X	
2.	Committee Vice-Chair	Edper Castro	X	
3.	Committee Secretary	Yuuki Omura	X	
4.	Chuuk Campus Faculty Rep	Atkin Buliche	X	
5.	Chuuk Campus Staff Rep	John Dungawin	X	
6.	Kosrae Campus Staff Rep.	Renton Isaac	X	
7.	National Campus Staff Rep.	Juvelina Rempis	X	
8.	National Campus Staff Rep.	Snyther Biza		X
9.	National Campus Staff Rep.	Vasantha Senerathgoda	X	
10.	National Campus Staff Rep.	Shaun Suliol	X	
11.	National Campus Faculty Rep	Monica Rivera	X	
12.	National Campus Faculty Rep.	Mihai Dema	X	
13.	National Campus Staff Rep.	Nixon Soswa		X
14.	Pohnpei Campus Staff Rep.	Winter George	X	
15.	Pohnpei Campus Faculty Rep.	Danny Ibarrola	X	
16.	Pohnpei Campus Faculty Rep.	Phyllis Silbanuz		Power Outage at CTEC
17.	Pohnpei Campus Faculty Rep.	Tendy Liwy	X	
18.	Yap Campus Staff Rep.	Pius Mirey	X	
19.	Yap Campus Staff Rep.	Lilly Gootinag	X	
20.	FMI Staff	Ken Pedrus	X	
21.	Student Body Association Rep.	Gregorlyn Fanamthin		X

Additional Attendees:	
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<p>Agenda/Major Topics of Discussion:</p> <p>Agenda: Purchase Endorsements</p> <p>The College through the IT and Procurement Office opened to the general public a bid offer to replace current computers in the Lang Lit Lab and the Math Science Lab at the National Campus, as</p>

well as the Library Lab at Kosrae Campus.

That amounts to a total of 103 desktop computers and associated peripherals. The bid offer was posted on the College website, as well as on bulletin boards. Each bidder was required to review and adhere to specific [guidelines and information packet](#).

A total of 7 bid proposals were submitted and reviewed for compliance and evaluated by the IT Office in accordance with the bid guidelines provided by the Procurement Office which follow the FSM Governments guidelines on bidding outlined in the [FSM Financial Management Regulations](#).

As is such the IT Director has communicated to the ICT Committee to review the bids, and endorse its decision to award the bid to the top ranked company. The Committee's endorsement or choice not to endorse will then be transmitted to the President who will ultimately make the bid selection.

Out of the 7 vendors available, 3 were able to meet the requirements of the bid proposal:

- Rank 1 – Progressive Computer Services, Inc. - \$164,705.00
- Rank 2 – TMA Lazer Group - \$166,903.00
- Rank 3 – Micronesian Computer Services - \$175,686.10

Although Progressive Computer Services, Inc. (PCS) was chosen as the preferred vendor, it was only because Micronesian Computer Services (MCS) did not provide documented proof that they were a local company as required by the procurement division, otherwise they would have been ranked as the most preferred vendor.

Comments:

Renton requested to clarify if the proposal included the Kosrae library lab.

Shaun confirmed the inclusion of Kosrae Library lab in the proposal.

Phyllis: Lab turnovers: I agree with IT's recommendation regarding the chosen vendor based on cost. However, I could not find the actual bid proposals from each vendor for my own info.

All members of the committee voted to endorse the proposal.

Agenda: Review of Board Policy 8820

BP8820 under vote to be removed from ICT policies as it is covered under Procurement Policies of inventory and assets.

All members of the committee voted in the deletion of BP8820 from ICT policies.

Agenda: Elections:

Chair: Due to changes in the committee policies concerning the appointment of chairperson, Vice-chairman, Nelchor Permitez was automatically appointed as the chairman of the ICT committee.

Vice Chairperson: 4 nominations were placed for the position of vice-chair. Nominees were Shaun Suliol, Edper Castro, Pius Mirey, and Renton Isaac. Shaun and Pius declined nomination. Edper Castro won votes over Renton in a 9:8 vote.

Secretary: Committee voted for Yuuki Omura as the secretary again. No other nominations were placed.

In short, the new officers of the Information Communications and technology committee are:

Chair: Nelchor Permitez

Vice-Chair: Edper Castro

Secretary: Yuuki Omura

Discussion of Agenda/Information Sharing:

New Business:

CTEC:

Phyllis: We need a lab turnover for Small Business Lab and Lab#12, and what is the status on our fiber optic connections.

Danny: This will be my last meeting with the ICT committee as my IC has recommended me to the Curriculum committee.

Yap Campus: none

Chuuk Campus: none

Kosrae Campus:

Renton: I am the only member of the ICT committee remaining here in Kosrae.

Comments/Upcoming Meeting Date & Time/Etc.:

Next meeting: Fall

Handouts/Documents Referenced:

Bid Dox for PC Lab Turnover Project.pdf; COM-FSM Computer Lab Turnover Supply Project bid review-Minutes.docx; Draft Committee Report on Evaluation of Bids for Computer Lab Turnover Supply Project.docx; Memo to ICT Committee COM-FSM Computer Lab Turnover Supply Project.docx; COMFSM_BP8820.pdf

College Web Site Link:

Prepared by: Yuuki Omura

Date Distributed: 05/02/2018

Approval of Minutes Process and Response:

Submitted by: Yuuki Omura

Date Submitted:

Summary Decisions/Recommendations/Actions Steps/Motions with Timeline and Responsibilities

Action by President: (this section will be filled in by the President's staff reflecting the President's decision regarding the recommendation from the various committees)

Item Numbers	Approved	Approved with Conditions	Disapproved	Comments/Conditions