

Sonoma Adventist College

Day Student Centre

Concept Proposal



Submitted - September 2022

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1. Foreword

SAC has been established on a strong foundation of input from Christian academic leaders, trades people, community volunteers and sponsors from private and government sectors. The SAC Board of Governors and the SAC administration and teaching faculties are committed to serving the people of Papua New Guinea by ensuring that this college becomes a center of academic excellence, leadership, wellbeing and innovation where students are inspired to serve their country through the learning and skills they have developed here.

This proposal to refurbish an existing space for day student use directly aligns with the directions of PNG Vision 2050 in relation to **Human Development Gender, Youth and People Empowerment** (1.17.2.6 and 2.7) and is budgeted to cost K530,000. This project will help to expand this institution of higher education by with the provision of the facilities required for day students. SAC is also committed to 1.17.2.10 in relation to introducing good citizenship, ethics, morality and personal viability in all educational and work programs.

SAC is an excellent example of an institution of Higher Education that demonstrates wealth creation on many levels. Each SAC staff member and student is involved in work projects that utilize the natural resources of the land and environment to ensure that students are fed healthy food every day from the crops produced on the land and that they have a beautiful environment to care for and which nurtures their wellbeing. Staff and students are involved in community service projects through the many ministries of the church. SAC is an excellent example of environmental sustainability. Each new building has energy saving design features such as solar energy systems and water catchment facilities.

SAC is committed to achieving excellence in institution development and service delivery and works with the Adventist Academic Accreditation body and DHERST to ensure ongoing quality improvements are made within the guidelines of the PNG National Quality Framework. As an institution of the wider SDA church in PNG, SAC is committed to spiritual, cultural and community development and therefore shares the values of the SDA Papua New Guinea Union Mission (**PNGUM, Strategic Vision 2017-2020**)

“The SDA church highly values the bible, people and unity among the body of Christ. We believe that every person deserves respect and dignity because of the infinite value God has placed on every individual. Through God’s grace, every person is gifted and needed for the diverse activities of the church in serving humanity”.

“The objective of the” DHERST 2017, “strategic plan is to help as many students as possible to gain entry to universities or colleges, to offer the quality of education and the most important to help them succeed once they have enrolled. That fundamental reorientation in focus is profound. It means that our hardest work needs to involve finding the strategies and tactics that will best enable students to meet their educational goals, whether they are pursuing a degree or striving toward some other educational objective”.

2. Executive Summary

2.1 Summary Information

Project Title	Day Student Centre
Project Location	Sonoma Adventist College
Originating Organisation	Sonoma Adventist College
Contact and Address	Grace Paulson, Project Manager P O Box 360, Kokopo ENPG, PNG
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2.2 Summary Description

Sonoma Adventist College is a private Christian Tertiary Institution owned by the Papua New Guinea Union Mission. It provides diplomas, advanced diplomas and degrees in the areas of Business, Agriculture, Building, Ministry, Secondary and Early Childhood Education. Our student body is made up of students from across the provinces of PNG who board on campus where possible for the duration of their study.

Founded in 1967 with construction of buildings through 'fly and builds', as it has grown, a few other essential buildings have been added. There is currently no space for the day scholars to spend time between classes, have their meals or toilet space dedicated for their use.

As a private Institution, Sonoma relies on student fees for its operations which leaves limited funding for projects that are critical to its development.

2.3 Summary Goals and Objectives

SAC have plans to develop a student center to cater to the needs of the day students. The current cafeteria space is inadequate to meet the needs of the current students and a proposal has been created for a new cafeteria building. The present cafeteria block can be repurposed as a student center with a bookshop, space for the store, ablution block, student services office, bakery, with the outdoor space area converted into a recreational space with the option of installing a table tennis and some chairs. This space can also include student tutoring rooms for additional academic support. The renovation of the existing cafeteria space is contingent on the completion of the new cafeteria building construction as it will be a refurbishment of existing space. The structure will be simple yet packed with purpose.

This facility will enable the day students to have a space where they can spend their time when they are on campus especially away from the rain and the heat, socialize with other students and feel part of the college community. This facility is part of the overall SAC development plan having been approved by the PNGUM Seventh-day Adventist Board of Education.

This proposal is asking for funding assistance to cover the costs of repurposing the existing cafeteria block so that SAC can provide a space for up to 196 day students.

2.4 Funding Summary

This is not a new build but the repurposing of an existing building which is estimated to cost K530,000.

2.5 Project Duration

The construction of the project is intended to take a total of six months. It will be initiated once the funding has been obtained.

3. Project Descriptions

3.1 The purpose of the Project

The purpose of this Project Submission is to justify the need for the day student center and request for funding for the construction of it as an effort to improving quality education facilities. The skills and education of Kokopo District, East New Britain and Papua New Guineans as a whole will be enhanced further by creating better training facilities and opportunities and providing high level formal education. This is because the higher education institutions in PNG are recognized as playing greater roles for the development of a prosperous PNG and achieving the government 2050 visions through better basic education services.

3.2 The Goal of the Project

This project is in alignment with the Higher Education and Technical Strategic Development Plan (2017-2038) and the 2050 PNG Vision for the empowerment of the people of PNG through Education and opportunities to develop themselves and to provide adequate facilities for the Higher Education Institutions for the improvement of their service delivery.

3.3 Objective of the Project

This project intends to fulfil the following objectives:

1. Provide quality facilities to current and future students in order to increase opportunities for their education
2. Provide a space for day students to spend time between classes, socialize and rest
3. To work towards developing Sonoma College into a center of excellence

4. Brief History of Sonoma

Sonoma Adventist College (SAC) is a tertiary institution located in a rural setting 17 kms from the township of Kokopo in East New Britain province, Papua New Guinea. The college began in 1968 as a development and extension of the Seventh-day Adventist churches outreach and mission to the people of the Pacific Islands. The Seventh-day Adventist church represents and administers a network of global non-for-profit agencies, services and organizations throughout the world whose vision includes the ongoing mission to provide education, holistic health, spiritual care and physical aid to people in underdeveloped countries.

Since its inception SAC has made significant contributions to the human resource capacity and development of PNG and neighboring Pacific Islands. In the context of PNG and the surrounding Pacific Island Nations the mission of the SDA church envisioned the liberation of Pacific peoples from all forms of bondage (spiritual, mental, social and physical). The mission of SAC has been to develop this mission through the insemination of appropriate knowledge, skills and attitudes by the staff and students. In the context of SAC this mission has been developed, implemented and integrated intentionally through daily practices in both curricular and extracurricular programs facilitated by staff and student

leaders. The philosophy, beliefs, and values of the Seventh-day Adventist Church are reflected through the empowered knowledge, skills, values and lifestyles of both staff and students. Graduates from SAC have become leaders in government, public service, education, health, SDA church enterprises, business organizations and private companies serving the people of PNG and the surrounding Pacific Nations.

For many years SAC endeavored to maintain students roll numbers of between 300-450 students. However, as a result of more recent educational directives and national education strategies SAC has needed to expand its student numbers. The introduction of the PNG governments ‘Tuition Fee Free’ (TFF) initiative subsidizing the cost of education for students along with the increasing number of SDA church members who desire to have their children trained in SDA institutions, has resulted in a rapid expansion of student numbers during the last 7 years (2014-2021).

4.1 Current Activities of the College

During the last seven years (2015-2021) SAC has continued to develop and expand the vision and mission on many levels including the crucial need of accommodating the increase in student numbers. Infrastructure development has been achieved in three areas:

- increased number of general and teaching staff alongside current staff members higher qualifications;
- the development of administration protocols and policies in line with academic program quality assurance and higher education administration responsibilities.
- Additional room in the men’s dormitory and additional 4 rooms in the women’s dormitory
- Build of a workshop for the Building Department funded by the South Pacific Division of SDA
- Major funding from the Australian Government towards a center of excellence
- Additional office spaces for increased staff
- Employment of a chef and a counselor as per the DHERST plan
- Upgrade of the computer labs

4.2 Need for a student day center

Sonoma Adventist College that started in 1967 has slowly expanded in its course offerings as well as student numbers. However, due to the lack of income generating projects, the College has not been able to invest in its infrastructure to support the growth of the student numbers. This has resulted in aging and insufficient infrastructure to cater to the current and expected increase in numbers.

Since it is pre-dominantly a boarding school, and there have not been sufficient funds, the infrastructure required to support day students on campus particularly with the facilities has not been able to be constructed. The day student center is one of them. The chapel, classrooms and the library are spaces that are currently used by the students during the day. However, a dedicated space where they can sit and have their lunch and relax would be required. This will enhance the delivery of the service provided to the day students along with ensuring that they feel valued.

Table 1: Sonoma Adventist College Student Numbers 2019-2022

Year	Total No of Students	Day Students	Boarding Students	Male Boarding Students	Female Boarding Students
2019	600	200	400		
2020	605	199	397	208	189
2021	653	164	480	244	236
2022	659	196	500	248	252

NB: While SAC has experienced a continued increase in student numbers over the last five years, due to lack of adequate infrastructure, SAC has maintained the student numbers at about 650+

4.3 Beneficiaries

Direct Beneficiaries

The direct beneficiaries of this project will be the students who will be enrolling at Sonoma Adventist College to undertake studies in any of the courses that are offered.

Sonoma Adventist College as it grows and expands into an excellent Tertiary Education Provider and eventually into a University.

The stakeholders of Sonoma Adventist College through the infrastructure that will be built on the campus for enhancing its mission to improve the quality of life for the people of PNG and to enable them to become what Jesus wants them to be utilizing their fullest potential.

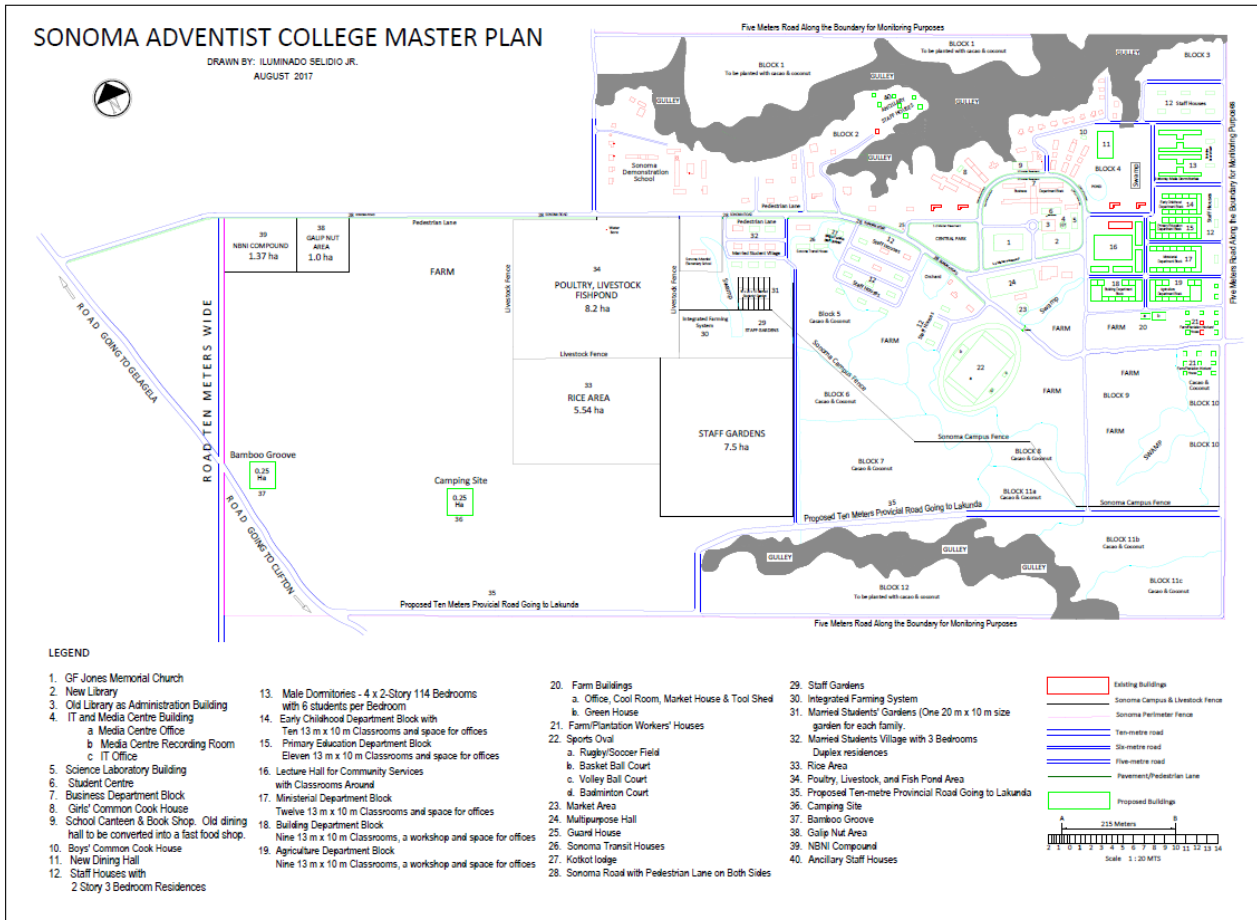
Indirect Beneficiaries

The indirect beneficiaries of this project will be the larger population of PNG. As the educated young people return to their communities, they will be able to raise the standard of living for their families and their wider communities. In addition, they will have better prospects at employment with higher salaries than they would have had prior to being educated.

5. Project Details

5.1 Project Site

The master plan below has been developed as part of our strategy for the growth of the College. The day student center will be at the current cafeteria location.



5.2 Project Management

A professional project manager will oversee the project. The project team will consist of qualified professional who in turn will be governed by a Steering Committee. Reporting to the Project Team will be registered technical and reputable companies and personnel as per the tendering and recruitment processes which will be developed during the mobilization stage. It is also mandatory that monitoring and reporting processes are developed by the Project Management Team to ensure transparency and accountability of public funds. The Project Team will ensure performance assessment is carried out on each specified sub-project. It is envisaged that benchmarks will be used in order to measure how well the Project has performed and achieved its intended objectives.

Alternatively, there are teams of volunteers who will be willing to assist with the construction through a 'fly and build' program with the approval of the Adcom.

5.3 Monitoring and Evaluation

The Project Managers will meet with the building team on a weekly basis to monitor the ongoing construction progress of the building. They will keep the Project Sponsors, The Project Partner (SAC), and the relevant administration committees informed on a monthly basis or as needed in relation to the progress of the contracted work. This reporting will be in relation to financial expenditure and overall building progress and associated issues or concerns.

The project manager will also monitor and evaluate the project progress from start to completion.

5.4 Contracting Procedures

The Project will use the SAC tendering processes and procedures to implement the Project. The College, through its Project Management Office, as part of good governance will obtain quotes and select the quote that will not only be price effective but can deliver quality goods and services efficiently and effectively within the timeframe that is given.

6. Institutional Capacity and Implementation Plan

This is a large project which will require technical and professional project management knowledge and experience. A Project Management Team will be therefore, be appointed and approved by the Sonoma Adventist College Board. The Project Management Team will comprise expertise in civil engineering, buildings, surveyors and overall Project Manager. It is anticipated that once funding is made available, implementation construction will be done in the following manner:

- (a) Detailed project planning will be carried out.
- (b) Construction of a day student center

Once completed day students will have a space where they can spend quality time between classes and during mealtime.

Sonoma Adventist College has previously successfully managed large scale projects. It is also currently working towards a large scale project that has been recently approved. SAC has appointed an expatriate project manager who is qualified and experienced to handle the management of large scale projects.

6.1 Implementation Schedule

Project Deliverables		
Title	Description	Notes
A finalized building concept	A final plan for the day student center	In progress
Architectural Drawings	Full set of architectural drawings	Nov 2022
Building Board Permit	Obtain a permit for the construction of the building	Nov 2022
Resource Consents	Obtain resource constraints for the building	Feb 2023
Tender Process	Request for Tender from at least 3 companies and complete the process	April 2023
Select Contractor	Appoint the winner of the tender process for the construction	May 2023
Successful tender company meets with project managers	Project managers identify terms of communication and reporting for the duration of the project	June 2023 All stakeholders informed of Reporting processes
Project Implementation Plan	Prepare the implementation plan per stage of the project	June 2023
Build	Implementation of the project	July - Dec 2023
Close Project	Post Project Evaluation/Lessons Learned	Jan 2024
Project Acknowledgments	PM prepares reporting and accounting	Feb 2024
Post Project Review	Post implementation Review	Feb 2024

7. Alignment to Strategy

This proposal also aligns with the PNG 2050 vision 1.17 Human Development and 1.23 Infrastructure. As part of the SAC vision and plan, we would like to provide adequate space for our students, alumni, staff and visitors a space that serves to build community. The center will be a hub for students to have an opportunity to hold debates, competitions, partake in recreation, have access to food and book stores. This Vision and goal enables Sonoma to work towards the PNG vision 2050 statement: *“Vision 2050 will transform our people and our nation by reforming our mind-set and attitudes. It is envisaged that this, will provide the direction to reform and align our institutions and systems to make ‘Papua New Guinea become a smart, wise, fair, healthy and happy Society by 2050’ (PNG Vision 2050, p. 30).* This building will ensure that students at SAC will study and live in an environment that supports their wellbeing and enables them to develop as *wise, healthy and happy* students.

8. Budget

The budget for the refurbishment of this space is as follows:

No	Item	Cost
1	Site works	K50,000
2	Solar Panels	K30,000
3	Waste System	K160,000
4	Landscaping	K50,000
5	Furniture	K120,000
6	Office spaces	K40,000
7	Toilets	K60,000
	Total	K530,000

Reporting

The Project Managers will meet with the building team on a weekly basis to monitor the ongoing construction progress of the building. They will keep the Project Sponsors, The Project Partner (SAC), and the relevant administration committees informed on a monthly basis or as needed in relation to the progress of the contracted work. This reporting will be in relation to financial expenditure and overall building progress and associated issues or concerns.

9. Risks and Issues

Risks	Likelihood (Low, Medium, High)	Consequences (Fatal, Serious, Manageable)	Mitigating Strategies
Weather Events - Rain	High	Manageable	Contract variation will be inserted as a requirement and appropriate extension of a reasonable period to

			be provided for and project should resume on dry months of the year.
Lack of funds to proceed?	Low	Serious	Project will only be initiated once funds have been obtained
Contractors fail to complete or delay in the completion	High	Manageable	Select only contractors who have a good reference for completing on time Penalty clauses will be included in the contract for delays
Poor quality of work by the contractor	High	Serious	Technical and professional assessors will be part and partial of project management team. Completion of payment to be done only after Certification of satisfactory completion of work. Choose only reputable firms with proven track records.
Theft of materials purchased for the project	High	Serious	Ensure adequate and proper storage facilities are provided for the materials purchased for the project.
Employment disputes from workers	Medium	Manageable	Conditions of casual employment to be clearly spelt out before any engagement. Payment to be at the rate acceptable to the Department of Labour.

10. Project Success Criteria

- Completed refurbished building to a high standard of workmanship by June 2023
- Delivered on time within budget guidelines and met reporting criteria
- Project deliverables ensured an efficient work process and safe work environment was maintained throughout the project.
- Space that is useful for day students

