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VIRGIN ISLANDS PUBLIC FINANCE AUTHORITY

April 16, 2008

The Honorable Lynn Millin  
Commissioner  
Department of Property & Procurement  
Sub Base  
St. Thomas, VI 00802

Re: **Reprogramming of \$1,305,000 Previously Embarked for the "Nadir Bridge Flood Control Project (Act No. 6917) (THIRD CERTIFICATION OF FUNDING)**

Dear Commissioner Millin:

Please be advised that as of today April 16, 2008 the Public Finance Authority (PFA) is holding a balance of \$1,037,278.80 from the original \$1,305,000 pursuant to Act No. 6917, Section 17 which reprogrammed said funds for use by the Department of Public Works for engineering designs, construction, repairs and resurfacing of roads.

According to Act No. 6917, the reprogrammed funds are to be used for:

- Leonardo Trotman Drive Project – STT
- Security Booth & Road Improvements at the Governor's Residence – STT
- Cemetery Construction & Improvements
- Route 82 – Drainage Improvements – STX
- Planning & Design Contract for Leonardo Trotman Drive – STT
- Drainage Improvement of Plot #3 at Estate Princess - STX

Before the disbursements of these funds can occur, the Department of Property & Procurement must forward to the PFA, contract documents, certifications of the vendors selected, unit cost and terms of payments of the services to be performed. In addition, copies of the "Notices to Proceeds" issued to each vendor to start work must also be submitted.

Once these documents and certifications are received, the Department of Public Works (DPW) may submit vendor invoices for payments. These invoices must be accompanied with an appropriate certification of the DPW that the work has been performed and accepted and that

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payment is authorized. Invoices should be submitted to the Public Finance Authority at its new offices located at No. 32-33 Kongens Gade, Government Hill, St. Thomas, VI 00802. The PFA will only acknowledge, accept and pay invoices with certifications above the signature of the Commissioner of the Department of Public Works.

If you need additional information or have any questions, please contact me.

Sincerely,



Julie A. Francis  
Director Finance and Administration

cc: The Honorable Darryl A. Smalls, Commissioner, Dept. Public Works  
The Honorable Carlton Dowe, Senator, 27<sup>th</sup> Legislature of the VI  
Robert Moorehead, Assistant Commissioner, DPW  
Aloy Nielsen, Deputy Commissioner of Engineering  
Dayna Clendinen, Deputy Commissioner of Administration  
Francisco Nadal, District Engineer / Project Manager