



GOVERNMENT OF
THE VIRGIN ISLANDS OF THE UNITED STATES

PUBLIC WORKS DEPARTMENT

6002 Estate Anna's Hope
Christiansted; St. Croix, V.I. 00820-4428

Tel: (340) 773-1789
Fax: (340) 773-0670

OFFICE OF THE COMMISSIONER

April 25, 2007

Mr. Julio A. Francis
Director of Finance and Administration
Virgin Islands Public Finance Authority
#24 Honduras, Frenchtown 2nd Floor
Charlotte Amalie, St. Thomas 00802

RE: Reprogramming of \$1,305,000 Previously Embarked for the "Nadir Bridge Flood Control Project:(Act No. 6917)

Dear Mr. Francis:

Act No. 6917, Section 17 reprogrammed \$1,305,000 for the use by the Department of Public Works for engineering designs, construction, repairs and resurfacing of roads. I am hereby requesting that you forward a letter to Commissioner Lynn Millin, Department of Property & Procurement, informing her that the funds in the amount of \$1,305,000 can be used from the "Nadir Bridge Flood Control Project." According to Act 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

If you have any questions, please let me know at your earliest convenience.

Sincerely,


Darryl A. Smalls
Commissioner Designate

DAS/AN/RLM/ma

Cc Honorable Carlton Dowe – Senator
Robert Moorehead – Assistant Commissioner
Aloy Nielsen – Deputy Commissioner of Engineering
Dayna Clendinen – Deputy Commissioner of Administration
Francisco Nadal – District Engineer/Project Manager



V · I · P · F · A

VIRGIN ISLANDS PUBLIC FINANCE AUTHORITY

April 30, 2007

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)

Dear Commissioner Millin:

Be advised that the Public Finance Authority (PFA) is currently holding \$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 payment is authorized. Invoices should be submitted to the Public Finance Authority at No. 24

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Commissioner Lynn Millin

April 30, 2007

Honduras, 2nd Floor, Frenchtown, St. Thomas, 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,



Julito A. Francis
Director Finance and Administration

cc: The Honorable Darryl A. Smalls, Commissioner, Dept. Public Works
The Honorable Carlton Dowe, Senator, 27th 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