



**VIRGIN ISLANDS  
HOUSING FINANCE AUTHORITY  
3202 Demarara Plaza • Suite 200  
St. Thomas • U. S. Virgin Islands • 00802-6447  
Telephone (340) 777-4432 • Fax (340) 775-7913**

**Request for Proposal – RFP 004-2019-DR-STT/STX  
Community Development Block Grant Disaster Recovery (CDBG-DR) Program**

The Virgin Islands Housing Finance Authority (“VIHFA”) is soliciting proposals from qualified and licensed firms or individuals (“Respondents”) to provide Language Interpretation Services in connection with its administration of U.S. Department of Housing and Urban Development (“HUD”) Community Development Block Grant - Disaster Recovery (“CDBG-DR”) funds. Bid documents may be obtained from the CDBG-DR Procurement/ Contract Officer located at #3438 Kronprindsens Gade, GERS Complex 1st Floor, St. Thomas, VI 00802; (340) 777-4432 ext. 4226; [nroberts@vihfa.gov](mailto:nroberts@vihfa.gov), beginning on Thursday, February 21, 2019 from 8:00 am to 5:00 pm. Bids will be received until Thursday, March 21, 2019 at 4:00 pm at #3438 Kronprindsens Gade, GERS Complex 1st Floor, St. Thomas, VI 00802. This package defines the scope of services to be performed by the selected firm.

The process for the selection of the disaster recovery language interpretation services will be in accordance with the procurement requirement of VIHFA CDBG-DR Program procurement policies. All responses will be evaluated in accordance with the selection criteria and point systems identified in the Request for Proposals.

Inquiries about the project may be directed to Nicole Roberts, at (340)-777-4432 ext. 4226 or [nroberts@vihfa.gov](mailto:nroberts@vihfa.gov) by March 6, 2019. Answers to the questions will be posted on VIHFA website ([www.vihfa.gov](http://www.vihfa.gov)) by March 13, 2019. VIHFA reserves the right to accept or reject any and all proposals.

Daryl Griffith,  
Executive Director

## Ad appears in Daily News

1<sup>st</sup> ad appears Thursday, February 21, 2019

2<sup>nd</sup> ad appears Wednesday, February 27, 2019

3<sup>rd</sup> ad appears Friday, March 1, 2019

4<sup>th</sup> ad appears Wednesday, March 6, 2019

5<sup>th</sup> ad appears Wednesday, March 13, 2019

6<sup>th</sup> ad appears Monday, March 18, 2019