

**THIS MEMO IS EXPIRED**

August 16, 2000

**MEMORANDUM NO. 25-00**

**TO:** DISTRICT CONSTRUCTION ENGINEERS

**FROM:** Greg Xanders, State Construction Engineer

**COPIES:** Bill Albaugh, Charles Goodman, Archie Montgomery, Area Engineers,  
Lewis Harper

**SUBJECT:** **ORIGINAL MONTHLY CERTIFICATION OF PAYMENT TO  
SUBCONTRACTORS**

This letter is to follow up the discussion that took place at the District Construction Engineers meeting on the week of July 17, 2000. It was suggested, that the original monthly certification be kept in the Resident or District office. The District would send a copy of monthly certification with the monthly or progress estimates to the Comptroller's office for payment.

Keeping the **original** monthly certification at one of the suggested locations will assure if the Department needs the certification to verify non-payment to subcontractor or etc., it will have the original and not a copy. The Construction Project Administration Manual (CPAM) will be revised to reflex the above necessary changes at the next update period.

Should you have any questions or request for additional information, please contact Lewis Harper at (850) 414-4143 or SC 994-4143.

GX/lh