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## AMENDMENT No. 1 PROFESSIONAL SERVICES CONTRACT

THIS AMENDMENT made as of the 26th day of March, 2025 in the Territory of the Virgin Islands, by and between the Government of the Virgin Islands DEPARTMENT OF PROPERTY AND PROCUREMENT, on behalf of the OFFICE OF THE GOVERNOR (hereinafter referred to as "Government") and TARGON GROUP, LLC whose address is 1450 Diamond Key Stone Mountain, Georgia 30088 (hereinafter referred to as "Contractor").

Both parties witness to being duly authorized to execute this agreement and will attest accordingly when and where necessary.

### WITNESSETH

**WHEREAS**, pursuant to Contract No. PO59OOGT24 approved by the Commissioner of Property and Procurement on July 25, 2024 (which constitute and are hereinafter referred to as the "Contract"), the Government contracted with Contractor to provide to provide confidential project management dedicated to oversight, organization, coaching, mentoring, and guidance to ensure successful completion of ongoing government project to the OOG. Services include directing and managing projects, oversight, organization, coaching, mentoring, and guidance of the Executive Team and Cabinet.; and

**WHEREAS**, the Contract expires pursuant to its terms on March 31, 2025; and

**WHEREAS**, the parties desire to amend the Contract, to extend its term by one (1) year, add an option to renew for one (1) additional year, and increase the compensation to account for the additional year of service.

**WHEREAS**, the amendment of the Contract pursuant to this Amendment of Professional Services Contract shall not result in any change to the scope of work provided for under the Contract.

**NOW THEREFORE**, for mutual and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

### TERMS AND CONDITIONS

1. The Contract, is hereby amended and its term extended by one (1) year by deleting all existing language contained in Paragraph 2 and replacing it with language as follows:



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“The Term of this Contract shall be from April 1, 2024, to March 31, 2026. Upon the execution of this Contract by the Commissioner of the Department of Property and Procurement, this Contract shall be effective for the Term set out herein. The Government in its sole discretion will have the option to renew this Contract for one (1) additional period of one (1) year upon the same terms by providing the Contractor with sixty (60) days written notice of the Government’s election to renew the Contract.”

2. Paragraph 3 – Compensation is hereby amended by striking “One Hundred Six Thousand and 00/100 Dollars (\$106,000.00)” and replacing it with “Two Hundred Twelve Thousand and 00/100 Dollars (\$212,000.00).”
3. Paragraph 4 – Travel Expenses is hereby amended by adding “per year” immediately following “(\$10,000.00)”.
4. Addendum II is hereby amended in the introductory paragraph by striking “One Hundred Six Thousand and 00/100 Dollars (\$106,000.00)” and replacing it with “Two Hundred Twelve Thousand and 00/100 Dollars (\$212,000.00).”
5. Addendum II is hereby amended in line No. 2 by adding “per year” immediately following “(\$10,000.00)”.
6. This Amendment is subject to the approval of the Commissioner of the Department of Property and Procurement and to the appropriation and availability of funds.
7. Except as expressly amended in this Amendment, all terms of the Contract remain in full force and effect.

#### 8. **FACSIMILE, ELECTRONIC & DIGITAL SIGNATURES**

A facsimile, electronic or digital signature on this Contract shall be deemed an original and binding upon the Parties hereto.


The Parties have hereunto set their hands on the day and year as set forth below.




GOVERNMENT OF THE VIRGIN ISLANDS



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\_\_\_\_\_  
Kevin Williams, Sr., Chief of Staff  
Office of the Governor

Date: 3/17/2025

  
\_\_\_\_\_  
Lisa M. Alejandro, Commissioner  
*mpm* Department of Property & Procurement


Date: 03/26/2025

CONTRACTOR

  
\_\_\_\_\_  
Josephine Christian, President  
Targon Group, LLC

Date: 3/14/2025

APPROVED AS TO LEGAL SUFFICIENCY

DEPARTMENT OF JUSTICE BY:  Date 3/25/2025  
Assistant Attorney General

PURCHASE ORDER NO. \_\_\_\_\_



## CONTRACT FOR PROFESSIONAL SERVICES

**THIS CONTRACT** is made this 25th day of July, 2024, in the Territory of the Virgin Islands, by and between the Government of the U.S. Virgin Islands, Department of Property and Procurement, on behalf of the Office of the Governor (hereinafter referred to as "Government") and Targon Group, LLC (hereinafter referred to as "Contractor").

### WITNESSETH:

**WHEREAS**, the Government is in need of the services of a Contractor to provide project management dedicated to oversight, organization, coaching, mentoring and guidance to ensure successful completion of ongoing government projects, which duties and responsibilities are more particularly described in Addendum I (Scope of Services) attached hereto; and

**WHEREAS**, the Contractor was selected in accordance with 31 V.I.C. § 239(a) (8) for Contractor's unique proven capabilities and skills in directing and managing projects, dedication to oversight, organization, coaching, mentoring and guidance, including Contractor's familiarity with the United States Virgin Islands, the Administration and the Governor's executive team and having negotiated the terms of the Contract with the Contractor; and

**WHEREAS**, the Contractor represents that it is willing and capable of providing such services; and

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, and intending to be legally bound by this written instrument, the parties hereto do covenant and agree as follows:

### 1. SERVICES

The Contractor will provide the services described in Addendum I (Scope of Services) attached hereto and made a part of this Contract.

### 2. TERM AND EFFECTIVE DATE

The term of this Contract shall be from April 1, 2024, to March 31, 2025. Upon the date of execution of this Contract by the Commissioner of the Department of Property and Procurement, this Contract shall become effective for the Term set out herein.

### 3. COMPENSATION

The Government, in consideration of the satisfactory performance of the services described in Addendum I (Scope of Services), agrees to pay Contractor a sum not to exceed One Hundred Six Thousand and 00/100 Dollars (\$106,000.00) in accordance with the provisions set forth in Addendum II (Compensation) attached hereto and made a part of this Contract.

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#### **4. TRAVEL EXPENSES**

Inclusive of the compensation for services as specified in Paragraph 3 (Compensation) above, the Government agrees to pay documented transportation, subsistence, lodging and other travel expenses, while in travel status, for trips which have been authorized in writing, in advance, by the Government. These costs shall be advanced or reimbursed on the same basis as is applicable to non-contract employees of the Government, or as agreed to by an addendum to this Contract, however, said costs and expenses shall not exceed Ten Thousand and 00/100 Dollars (\$10,000.00).

#### **5. RECORDS**

The Contractor when applicable, will present documented precise records of time and/or money expended under this Contract.

#### **6. PROFESSIONAL STANDARDS**

The Contractor agrees to maintain the professional standards applicable to its profession and to consultants doing business in the United States Virgin Islands.

#### **7. DOCUMENTS, PRINTOUTS, ETC.**

All documents, books, records, instructional materials, programs, printouts and memoranda of every description derived therefrom and pertaining to this Contract shall become the property of the Government and shall be turned over to it at the termination of this Contract. The above described materials shall not be used by Contractor or by any other person or entity except upon the written permission of the Government.

#### **8. LIABILITY OF OTHERS**

Nothing in this Contract shall be construed to impose any liability upon the Government to persons, firms, associations, or corporations engaged by Contractor as servants, agents, or independent contractors, or in any other capacity whatsoever, or make Government liable to any such persons, firms, associations, or corporations for the acts, omissions, liabilities, obligations and taxes of Contractor of whatsoever nature, including but not limited to unemployment insurance, gross receipt, excise, and social security taxes for Contractor, its servants, agents or independent contractors.

#### **9. ASSIGNMENT**

The Contractor shall not subcontract or assign any part of the services under this Contract without the prior written consent of the Government.



## **10. INDEMNIFICATION**

Contractor agrees to indemnify, defend and hold harmless Government from and against any and all loss, damage, liability, claims, demands, detriments, costs, charges and expenses (including attorney's fees) and causes of action of whatsoever character which Government may incur, sustain or be subjected to, arising out of or in any way connected to the services to be performed by Contractor under this Contract and arising from any cause, except the sole negligence of Government.

## **11. INDEPENDENT CONTRACTOR**

The Contractor shall perform this Contract as an independent contractor and nothing herein contained shall be construed to be inconsistent with this relationship or status.

## **12. GOVERNING LAW**

This Contract shall be governed by the laws of the United States Virgin Islands and jurisdiction shall remain in the United States Virgin Islands.

## **13. WAIVERS AND AMENDMENTS**

No waiver, modification or amendment of any term, condition, or provision of this Contract shall be valid or of any force or effect unless made in writing, signed by the parties hereto or their duly authorized representatives, and specifying with particularity the nature and extent of such waiver, modification or amendment. Any such waiver, modification or amendment in any instance or instances shall in no event be construed to be a general waiver, modification or amendment of any of the terms, conditions or provisions of this Contract, but the same shall be strictly limited and restricted to the extent and occasion specified in such signed writing or writings.

## **14. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement of the parties relating to the subject matter addressed in this Agreement. This agreement supersedes all prior communications, contracts, or agreements between the parties with respect to the subject matter addressed in this agreement, whether written or oral.

## **15. RIGHT TO WITHHOLD**

If work under this Contract is not performed in accordance with the terms hereof, Government will have the right to withhold out of any payment due to Contractor, such sums as Government may deem ample to protect it against loss or to assure payment of claims arising therefrom, and, at its option, Government may apply such sums in such manner as Government may deem proper to

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secure itself or to satisfy such claims. Government will immediately notify the Contractor in writing in the event that it elects to exercise its right to withhold.

No such withholding or application shall be made by Government if and while Contractor gives satisfactory assurance to Government that such claims will be paid by Contractor or its insurance carrier, if applicable in the event that such contest is not successful.

## **16. CONDITION PRECEDENT**

This Contract shall be subject to the availability and appropriation of funds and to the approval of the Commissioner of the Department of Property and Procurement.

## **17. TERMINATION**

Either party will have the right to terminate this Contract with or without cause on thirty (30) days written notice to the other party specifying the date of termination.

## **18. PARTIAL TERMINATION**

The performance of work under this Contract may be terminated by the Government, in part, whenever the Government shall deem such termination advisable by providing ten (10) days written notice to the Contractor. This partial termination shall be effected by delivering to the Contractor a Notice of Partial Termination specifying the extent to which the term and/or duties under this Contract are terminated and the date upon which such termination becomes effective. The Contractor shall be entitled to receive payment for services provided to the date of termination, including payment for the period of the ten (10) day notice.

## **19. NON-DISCRIMINATION**

No person shall be excluded from participating in, be denied the proceeds of or be subject to discrimination in the performance of this Contract on account of race, creed, color, sex, religion, disability or national origin.

## **20. CONFLICT OF INTEREST**

- (a) Contractor covenants that it has no interest and will not acquire any interest direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Contract.
- (b) Contractor further covenants that it is:
  - (1) not a territorial officer or employee (i.e., the Governor, Lieutenant Governor, member of the Legislature, or any other elected territorial official; or an officer or employee of the legislative, executive or judicial branch of the Government or



- any agency, board, commission or independent instrumentality of the Government, whether compensated on a salary, fee or contractual basis); or
- (2) a territorial officer or employee and, as such, has:
- (i) familiarized itself with the provisions of Title 3, Chapter 37 of the Virgin Islands Code, pertaining to conflicts of interest, including the penalties provision set forth in section 1108 thereof;
  - (ii) not made, negotiated or influenced this Contract, in its official capacity; and
  - (iii) no financial interest in the Contract as that term is defined in section 1101(1) of said Code chapter.

## 21. NOTICE

Any notice required to be given by the Terms of this Contract shall be deemed to have been given when the same is sent by certified mail, postage prepaid or personally delivered, addressed to the parties as follows:

### GOVERNMENT

Lisa Alejandro  
Commissioner  
Department of Property and Procurement  
8201 Sub Base, Suite 4  
St. Thomas Virgin Islands 00802

Karl Knight  
Chief of Staff  
Office of the Governor of the U.S. Virgin Islands  
5047 (21-22) Norre Gade  
St. Thomas Virgin Islands 00802

### CONTRACTOR

Josephine Christian  
President  
Targon Group, LLC  
1450 Diamond Key  
Stone Mountain, GA 30088

## 22. LICENSURE

The Contractor covenants that it has:

- (a) obtained all of the applicable licenses or permits, permanent, temporary or otherwise as required by Title 27 of the Virgin Islands Code; and





- (b) familiarized itself with the applicable provisions of Title 27 of the Virgin Islands Code pertaining to professions and occupations.

### **23. OTHER PROVISIONS**

Addenda I and II attached hereto are a part of this Contract and are incorporated herein by reference.

### **24. FALSE CLAIMS**

Contractor warrants that it shall not, with respect to this Contract, make or present any claim upon or against the Government of the Virgin Islands, or any officer department, board, commission, or other agency thereof, knowing such claims to be false, fictitious or fraudulent. Contractor acknowledges that making such a false, fictitious or fraudulent claim is an offence under Virgin Islands law.

### **25. INSURANCE**

Contractor shall maintain the following insurance coverages during the term of this Contract:

- (a) COMMERCIAL GENERAL LIABILITY: N/A
- (b) PROFESSIONAL LIABILITY: N/A
- (c) WORKERS' COMPENSATION: N/A

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Contract No. P059OOGT24

Contractor's Initials: JC




## 26. FACSIMILE, ELECTRONIC & DIGITAL SIGNATURES

A facsimile, electronic or digital signature on this Contract shall be deemed an original and binding upon the Parties hereto.

### GOVERNMENT OF THE VIRGIN ISLANDS


  
Karl Knight, Chief of Staff  
Office of the Governor of the U.S. Virgin Islands

6/20/24  
Date

  
Lisa Alejandro, Commissioner  
mmp Department of Property and Procurement

7/25/2024  
Date

### CONTRACTOR

  
Josephine Christian, President  
Targon Group, LLC

2/12/2024  
Date

APPROVED AS TO LEGAL SUFFICIENCY

DEPARTMENT OF JUSTICE BY: Sean P. Bailey, AAG Date 7/25/2024

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