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**EXERCISE OF RENEWAL OPTION
GOVERNMENT OF
THE UNITED STATES VIRGIN ISLANDS**

DEPARTMENT OF PROPERTY & PROCUREMENT

CONTRACT NO.: P082BOCT22

DATED: April 5, 2024

EXERCISE OF RENEWAL OPTION

Contractor	Description of Scope of Work/Services
8West, LLC 1321 Upland Drive #7085 Houston, Texas 77043	Website support, maintenance, and updates for the Government's website

Pursuant to the renewal option provision of Contract No. P082BOCT22, as amended by Amendment No. 1, and subject to the appropriation and allotment of necessary funds, notice is hereby given that the Government of the U.S. Virgin Islands, Bureau of Corrections exercises, its option to renew and does hereby renew the aforementioned contract for the period April 6, 2026, to April 5, 2028, at the stipulated cost therein.

All the terms, covenants, and conditions of the contract affected shall continue in full force and effect. A facsimile, electronic or digital signature on this Contract shall be deemed an original and binding upon the Parties hereto.

Please acknowledge receipt and acceptance hereby signing and returning the original to:

The Department of Property and Procurement
3274 Richmond
Christiansted, VI 00820

ACKNOWLEDGMENT & ACCEPTANCE:

William Upshaw, Owner
8West, LLC

DATE: 03/03/2026

GOVERNMENT OF THE VIRGIN ISLANDS

Wynnie Testamark, Director
Bureau of Corrections

DATE: 3/12/2026

DATE: 4/13/2026

Lisa M. Alejandro, Commissioner
Department of Property and Procurement

PO-24-150-1502-684
Exercise of Renewal Option
Contract No. P082BOCT22 (dated 4/6/2022)
As amended (4/5/2024)



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**AMENDMENT No. 1 OF
PROFESSIONAL SERVICES CONTRACT**

THIS AMENDMENT made as of the 5th day of April, 2024 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 **VIRGIN ISLANDS BUREAU OF CORRECTIONS** (hereinafter referred to as "Government") and **8WEST LLC**, whose address 1321 Upland Drive #7085 Houston, Texas 77043 (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. **P082BOCT22**, approved by the Commissioner of Property and Procurement on April 6, 2022, and its Renewal, approved by the Commissioner of Property and Procurement on March 29, 2023 (which constitutes and is hereinafter referred to as the "Contract"), the Government contracted with Contractor to perform website support, maintenance and updates for Government's website; and

WHEREAS, the Contract expires pursuant to its terms on **April 5, 2024**; and

WHEREAS, the parties desire to amend the Contract, to extend its term by two (2) years with an option to renew the Contract for one (1) additional period of two (2) years at the sole discretion of the Government, by adding Twenty Seven Thousand Three Hundred Eighty Dollars and Zero Cents (\$27,380.00) to the compensation, revising the scope of services and adjusting the payment under Addendum II; and

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 (2) two years by deleting all existing language contained in Paragraph 2 and replacing it with new language as follows:

"The term of this Contract shall be from April 6, 2022, to April 5, 2026. 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. The Government, in its sole discretion, shall have the option to renew this contract for one (1)



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additional period of two (2) years, subject to the same terms noted herein, by providing the Contractor with sixty (60) days written notice of the Government's election to renew."

2. Paragraph No. 3 – Compensation is hereby amended by increasing the compensation by Twenty-Seven Thousand Three Hundred Eighty Dollars and Zero Cents (\$27,380.00) for a total amount not to exceed Sixty-Two Thousand Three Hundred Dollars and Zero Cents (\$62,300.00), deleting all existing language contained therein and replacing it with language as follows:

"The Government, in consideration of the satisfactory performance of the services described in 1st Amended Addendum I (1st Amended Scope of Services), agrees to pay Contractor the sum not to exceed Sixty-Two Thousand Three Hundred Dollars and Zero Cents (\$62,300.00) in accordance with the provisions set forth in 1st Amended Addendum II (1st Amended Compensation), attached hereto and made a part of this Contract."

3. Addenda I and II of the Contract is revised by deleting all terms contained therein and inserting in lieu thereof all the terms contained in 1st Amended Addendum (1st Amended Scope of Services and 1st Amended Addendum II (1st Amended Compensation).
4. 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.
5. Except as expressly amended in this Amendment, all terms of the Contract remain in full force and effect.
6. **FACSIMILE, ELECTRONIC & DIGITAL SIGNATURES**

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



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IN WITNESS WHEREOF, the Parties have hereunto set their hands on the day and year first above written.

WITNESSES

GOVERNMENT OF THE VIRGIN ISLANDS

[Signature]

W. Testamark
Wynnie Testamark, Director
Bureau of Corrections

3/15/2024
Date

[Signature]

[Signature]
Lisa M. Alejandro, Commissioner
Department of Property & Procurement

4/5/2024
Date

[Signature]
Sita Upshaw
Witness

8WEST LLC
[Signature]
William Upshaw
Owner

03/15/2024
Date

(Corporate seal, if Contractor is a corporation)

APPROVED AS TO LEGAL SUFFICIENCY
DEPARTMENT OF JUSTICE BY: [Signature] Date 4/4/2024

PURCHASE ORDER NO. _____



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**EXERCISE OF RENEWAL OPTION
GOVERNMENT OF
THE UNITED STATES VIRGIN ISLANDS**



DEPARTMENT OF PROPERTY & PROCUREMENT

CONTRACT NO.: P082BOCT22

DATED: April 6, ~~2023~~ ^{MAT} 2022

EXERCISE OF RENEWAL OPTION

Contractor	Description of Scope of Work/Services
8West, LLC 1321 Upland Drive # 7085 Houston, Texas 77043	Website support, maintenance, and updates for the Government's website

Pursuant to the renewal option provision of Contract No. P082BOCT22, and subject to the appropriation and allotment of necessary funds, notice is hereby given that the Government of the U.S. Virgin Islands, Bureau of Corrections exercises, its option to renew and does hereby renew the aforementioned contract for the period April 6, 2023, to April 5, 2024, at the stipulated cost therein.

All the terms, covenants, and conditions of the contract affected shall continue in full force and effect. A facsimile, electronic or digital signature on this Contract shall be deemed an original and binding upon the Parties hereto.

Please acknowledge receipt and acceptance hereby signing and returning the original to:

The Department of Property and Procurement
3274 Richmond
Christiansted, VI 00820

ACKNOWLEDGMENT & ACCEPTANCE:

GOVERNMENT OF THE VIRGIN ISLANDS

William Upshaw, Owner
8West, LLC

DATE: 03/21/2023

Wynnie Testamark, Director
Bureau of Corrections

DATE: 3/22/2023

Lisa M. Alejandro, Acting Commissioner
Department of Property & Procurement

DATE: 3/29/2023

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CONTRACT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made this 6th day of April, 2022, 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 Virgin Islands Bureau of Corrections (hereinafter referred to as "Government") and 8West LLC (hereinafter referred to as "Contractor").

WITNESSETH:

WHEREAS, the Government is in need of the services of a Contractor to develop and redesign the Government's website, 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)(3); and

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

NOW, THEREFORE, in consideration of the compensation and 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

This Contract shall be effective upon the date of execution by the Commissioner of the Department of Property and Procurement and terminate one year thereafter. The Government in its sole discretion shall have the option to renew this Contract for one additional year subject to the same terms noted herein, by providing the Contractor with 60 days written notice of the Government's election to renew.

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 Twenty-Four Thousand Seven Hundred Twenty and 00/100 Dollars (\$24,720.00) during the term of the contract in accordance with the provisions set forth in Addendum II (Compensation), attached hereto and made a part of this contract.

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Contractor's Initials: WJ



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4. TRAVEL EXPENSES

Not applicable.

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. The rights to all intellectual property (documentation, source code, executables, etc.) created in the course of this contract shall belong to the contractor until the submission of payment of all invoices. Upon the payment of the entire cost of the contract in accordance with the Scope of Services, all intellectual property rights shall be vested in the Contractor.

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.

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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, the 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, the Government may apply such sums in such manner as the Government may deem

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proper to secure itself or to satisfy such claims. The 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 the 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 60 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 60 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 60-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

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- 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 email, facsimile, certified mail, postage prepaid or personally delivered, addressed to the parties as follows:

GOVERNMENT

Anthony D. Thomas
Commissioner
Department of Property and Procurement
8201 Sub Base, Suite 4
St. Thomas, VI 00802
Email: anthony.thomas@dpp.vi.gov
Telephone: (340) 774-0828

Wynnie Testamark
Director
Bureau of Corrections
RR 1, Box 9909
Kingshill, VI 00850
Email: Wynnie.testamark@boc.vi.gov
Telephone: (340) 773-6309

CONTRACTOR

William Upshaw
8West LLC
Email: wupshaw@8westinc.com
Telephone: (404) 353-7782

22. LICENSURE

The Contractor covenants that it has:

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- (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. DEBARMENT CERTIFICATION

By execution of this contract, the contractor certifies that it is eligible to receive contract awards using federally appropriated funds and that it has not been suspended or debarred from entering into contracts with any federal agency. The Contractor shall include this provision in each of its subcontracts hereunder and shall furnish its subcontractors with the current "LIST OF PARTIES EXCLUDED FROM FEDERAL PROCUREMENT OR NON PROCUREMENT". In the event the Contractor or any subcontractor misrepresents its eligibility to receive contract awards using federal funds, the Contractor or subcontractor agrees that it shall not be entitled to payment for any work performed under this contract or any subcontract and that the Contractor or subcontractor shall promptly reimburse the Government of the Virgin Islands for any progress payments heretofore made.

25. 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.

26. NOTICE OF FEDERAL FUNDING

Not applicable.

27. INSURANCE

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

- (a) **COMMERCIAL GENERAL LIABILITY:** Not applicable.
- (b) **PROFESSIONAL LIABILITY:** Not applicable.

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(c) WORKERS' COMPENSATION: Not applicable.

28. FACSIMILE, ELECTRONIC & DIGITAL SIGNATURES

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

WITNESSES

GOVERNMENT OF THE VIRGIN ISLANDS

[Signature]

W. Testamark
Wynnie Testamark, Director
Bureau of Corrections

3/7/2022
Date

[Signature]

Anthony D. Thomas
Anthony D. Thomas, Commissioner
Department of Property and Procurement

4/6/2022
Date

[Signature]

8WEST LLC
[Signature]
William Upshaw
Owner

2/28/2022
Date

Sita Upshaw
Witness

(Corporate seal, if Contractor is a corporation)

APPROVED AS TO LEGAL SUFFICIENCY

DEPARTMENT OF JUSTICE BY: Carol P. McDermott Date 4/6/2022
Assistant Attorney General

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