



## Appian Contract Management for State and Local Government

### **Meet every deadline and proactively manage funding, spending, contract dates, and other activities.**

- Stay on top of timelines and ensure the completion of all deliverables and activities with automated alerts.
- Improve coordination between program and procurement office staff, who can quickly create, edit, and collaborate on contract documents and forms directly from within the application.
- Accelerate the delivery of goods and services by automating document creation, filing, collaboration, and approval.
- Plan, monitor, and execute on all required customer and contracting checklist items through automated contract checklist management.

When government departments and programs cannot accurately plan, track, and manage contracts for the resources needed to serve their constituencies, they risk wasting millions of taxpayer dollars. Today, contract management is a manual process that is often cumbersome to oversee, and most policy and program staff view it as an obstacle rather than an opportunity to take advantage of. When contract expiration is not planned for or option exercise dates lapse, the government risks interruptions in essential services and costly, hastily executed follow-on contract actions.

Appian Contract Management allows you to manage your portfolio of key procurements more strategically, providing you with a centralized view of all contracts so you can quickly identify periods of performance, know when contracts are set to expire, and prioritize accordingly.

With Appian Contract Management, state and local procurement offices now have the power to manage all contract award processes, activities, and data in a compliant, consistent, and reportable way. Organizations can quickly configure the application to address their specific needs, rather than relying on inefficient systems,

shared drives, and spreadsheets. The solution helps state and local organizations reduce costs and improve program performance by eliminating expensive bridge contracts and missed milestones.

### **Contract management for state and local governments.**

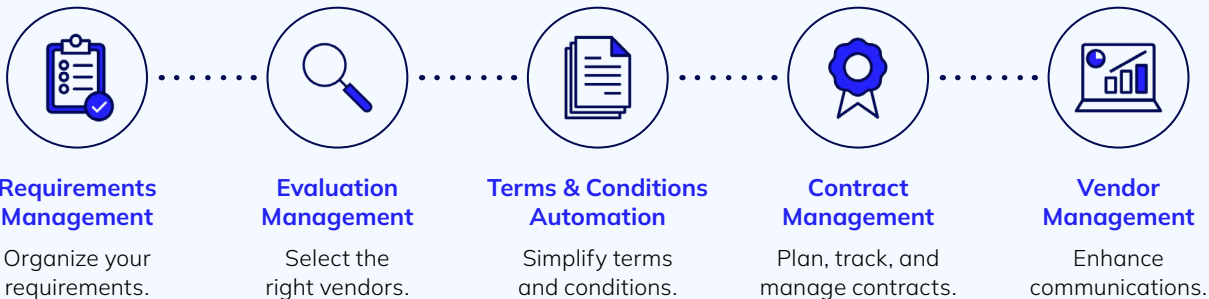
Appian Contract Management guides procurement office staff through the entire contract management process. It ensures full compliance with applicable state or local rules and regulations, and alerts and notifications keep deliverables and activities on schedule.

Procurement team members can use the application's contract checklist management feature to plan, monitor, and execute all required customer and procurement checklist items. Appian Contract Management facilitates improved collaboration between procurement and program staff, who can quickly create, edit, and collaborate on contract documents and forms directly from the application. Templates can be easily incorporated into the process to help save time and ensure consistency. Appian robotic process automation (RPA) helps procurement teams automate data retrieval and vendor research.

Users view documents, tasks, correspondence, and metrics from a single dashboard, eliminating the need to open multiple applications and windows. This unified view of all required contract, program, and financial data allows teams to increase productivity and adhere to best practices. They can also more strategically plan and prioritize within their procurement portfolios, thereby reducing costs and ultimately improving program outcomes.

Defined business roles and workflows ensure that staff perform their actions in a consistent manner and only access the items they have permission to view. From their dashboard, supported by real-time reporting and analytics, managers can do it all: track department performance, monitor all procurement activities, and prioritize or reassign projects based on backlog and workload.

Appian Contract Management can be implemented standalone or as part of the integrated Appian Government eProcurement solution suite.



### Appian Contract Management leads to better procurement outcomes.

- Eliminate the need for expensive, single-source extensions to contracts.
- Reduce costs and improve program performance by eliminating missed option exercise periods.
- Use automation to increase productivity, allowing procurement and program staff to focus on higher-value-add activities.
- Improve coordination and collaboration between procurement teams and program and policy staff.
- Increase the number of clean audit results and reduce non-compliance findings.

### Powerful integration and continuous improvement.

Appian easily integrates with your legacy environments and unifies processes, people, documents, security, and data into a single solution—so there's no need to “rip and replace” existing systems or migrate data.

Appian applications and workflows combine the best aspects of commercial off-the-shelf solutions and custom development. The applications are easy to configure and integrate with legacy systems using technologies such as RPA, intelligent document processing (IDP), and artificial intelligence (AI) for seamless data access and workflow optimization.

Regular release updates to the application incorporate feedback from customers, partners, and prospects, ensuring that product capabilities always meet or exceed market needs. Additionally, updates to the Appian platform are incorporated into all existing solutions, reducing technical debt and adding a “future-proof” element to any Appian Government eProcurement investment.

### Applications built for government.

Appian enables public sector organizations to deploy secure, scalable applications in the cloud, on-premises, or in a hybrid environment—with full mobile and offline capabilities. Government employees can perform all contract management from any location with Appian mobile apps. Procurement and program executives have complete, secure access to contract information and activity status—anytime, anywhere.

The platform's extensive security architecture complies with US federal standards and certifications, including FISMA, FedRAMP, HIPAA, SOC 2, and SOC 3. Federal infrastructure options include a FedRAMP-authorized cloud, fully managed IL4 and IL5 services, MilCloud, AWS GovCloud, and Microsoft Azure. Organizations can choose where to deploy applications without limiting functionality or flexibility.