

appian



**A Flexible Path to Acquisition
Technology Modernization**

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Introduction.

Acquisition professionals face several challenges as a result of outdated acquisition technology and workflows:

- **Disorganization and wasted resources:** Agencies and programs risk wasting billions of dollars when they cannot accurately plan, track, or manage awards for the goods and services they need to accomplish their missions.
- **Delivery delays:** With inefficiencies in the acquisition cycle, delivery of critical goods and services is delayed.
- **Costly and time-consuming tasks:** Manual management processes are inefficient and expensive.
- **Communication difficulties:** There is often poor collaboration between contracting organizations and government customers.

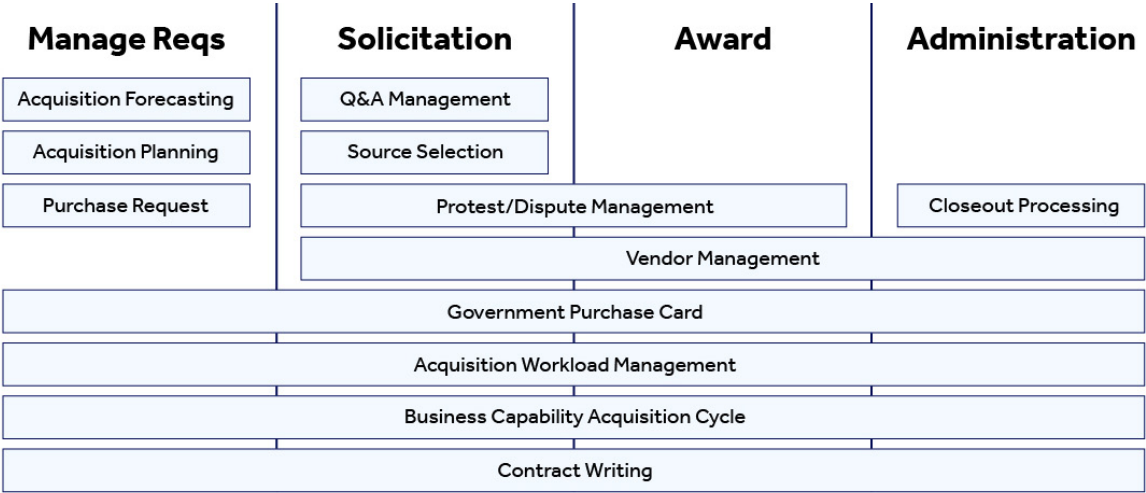
Making critical decisions based on outdated systems sets the acquisition process back from the outset. And though modernizing acquisition technology is the right solution, getting there isn't a linear path. Most agencies can't simply remove old technology and implement new solutions to address these challenges.

But the good news for agencies is that modernizing their systems doesn't have to mean eliminating all existing technologies and starting from scratch. Instead, government organizations can seamlessly integrate new technology into their existing systems to drive efficiency and deliver tangible results.

Modern acquisition solutions built on a process automation platform with low-code development and data fabric capabilities can integrate existing systems to centralize all information in a single view. By connecting disparate systems, the data fabric extends the life and value of legacy systems. Agencies can modernize their technology piece by piece, keeping data in multiple systems until they're ready to take on a larger implementation.

There's no need to sunset systems immediately or worry about technology certifications or lack of coding expertise. Instead, low-code acquisition solutions unify and extend siloed technology and bring immediate, measurable benefits. Implementing an acquisition solution with the power of data fabric and low-code gives agencies a flexible path to modernize their acquisition experience.

Appian's extensive acquisition management experience.



Appian Government Acquisition.

For more than 20 years, Appian has helped government agencies streamline and automate their acquisitions processes through an easy-to-deploy, easy-to-integrate suite of solutions.

The **Appian Government Acquisition** suite of solutions gives agencies a choice of either incrementally deploying standalone applications to use alongside existing agency systems or deploying the full suite for a complete end-to-end solution. With Appian, an agency is not forced to undertake a wholesale system replacement up front in order to make valuable process improvements. By using an incremental approach, agencies can address their areas of greatest need and incrementally grow and extend the solution as needed—reducing time to value, project risks, and upfront costs.

Appian is certified and compliant with common government requirements:

- FAR and DFARS
- PRDS and PDS data structures
- DIACAP, FISMA Moderate, SIPRnet, and GIG
- FedRAMP, HIPAA, SOC 2, and SOC 3

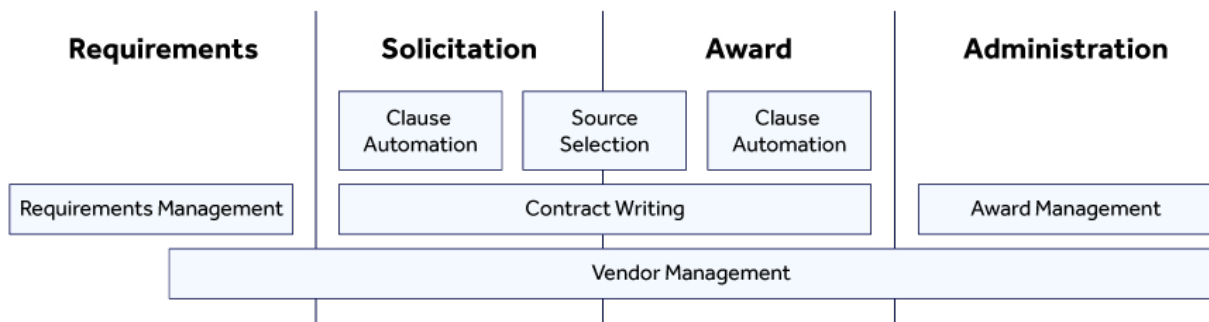
The Appian Government Acquisition suite of solutions simplifies, automates, and accelerates procurement, from requirements and solicitations to contract awards and management.

Built on the industry-leading Appian Platform for process automation, Appian Government Acquisition solutions combine the best aspects of COTS and custom development. Automation capabilities like robotic process automation (RPA) and machine learning easily plug and play into existing systems and business processes, accelerating and simplifying every aspect of the acquisition process: planning, requirements management, pre-solicitation activities, solicitations, and award management. Agencies can also leverage workflow integration, artificial intelligence, and intelligent document processing as needed.

Scope of Appian Government Acquisition solutions.

The Appian Government Acquisition suite includes the following solutions, which can be used together or separately:

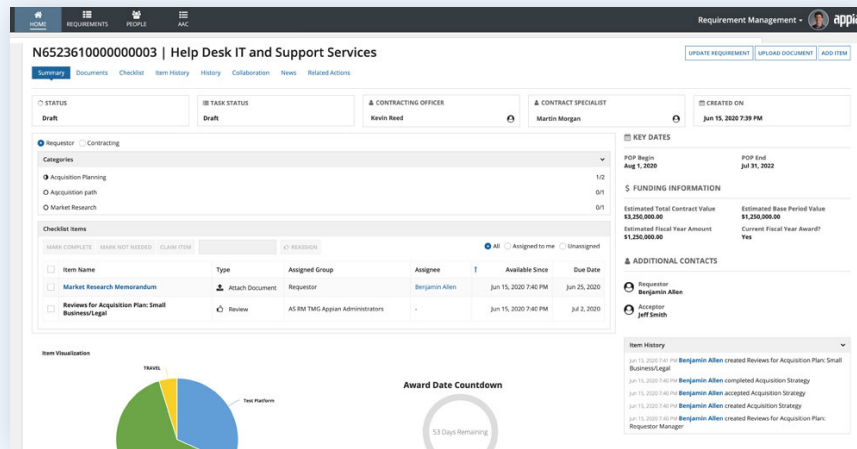
- Requirements Management
- Contract Writing
- Clause Automation
- Vendor Management
- Source Selection
- Award Management



The acquisition workflow is not linear and Appian solutions may be used at various stages of the workflow.

Appian Government Acquisition Solutions

Requirements Management.



The Appian Requirements Management dashboard delivers a single view of all acquisition, program, and financial information.

The **Appian Requirements Management** solution improves how contracting and program offices collaborate when defining, reviewing, and finalizing procurement requirements and acquisition strategies. Requirements Management provides a document management framework that streamlines and automates the creation of documents and forms. Each step in the acquisition process is recorded and reportable to identify inefficiencies and help organizations better plan and forecast acquisition throughput and workload required to meet program needs.

Through a wizard-style format, the solution guides users in creating and managing requirements, capturing key information for the requirement package as discrete data elements that can be easily used for tracking, driving logic, searching, and reporting. Data can be collected at the header and line-item level as needed. If additional information is required by your agency, questionnaires can be set up through the interface to capture them.

The requirements package can be routed to a review process that is configurable to the agency's workflow based on criteria such as total amount or type of procurement.

Review tasks are assigned to individuals or groups, depending on the organization's structure and review sequence. For visibility into the review process, the solution logs each user's comments and actions performed.

And because individual agencies need unique document templates, the Requirements Management solution includes customizable PDF templates that can be set up and mapped to data from user-created forms. The solution easily integrates with any third-party collaboration tools, including Microsoft 365, where permitted users can collaborate, edit, and review documents. Furthermore, the content in these documents can be saved and synced with data users' entered data in the system.

The lifecycle of the requirement can be managed via checklist to ensure packages are completed in a timely and efficient manner. Similar to the review process, requirement checklists are completely configurable, including the criteria you want to determine the checklist recommendations the users see when creating a new requirement. Checklist items can be added, edited, and rearranged as needed. Users receive an email notification when a checklist item is assigned to them, due, overdue, reassigned to another user, or given a new due date.

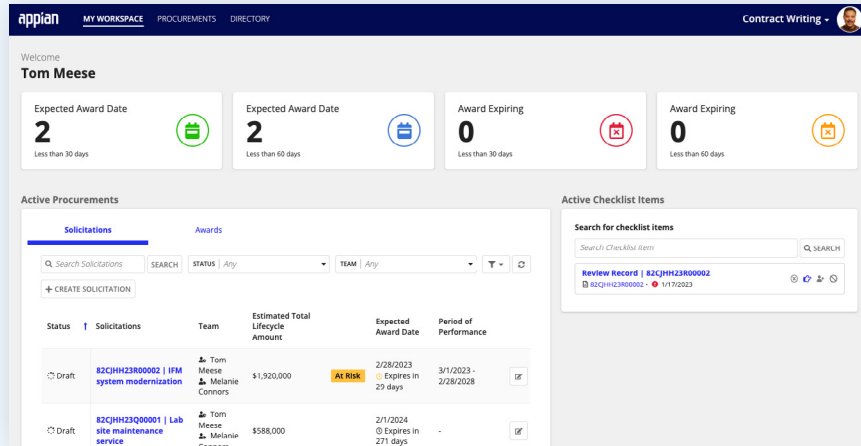
All requirements data can be viewed in one location via the dashboards, allowing your departments to see requirement status and progress and have visibility into checklist item tasks. Supervisory roles can also track contracting personnel's workload via the Workload Report to ensure a balanced assignment and detect risks or bottlenecks.

Appian Requirements Management produces high-quality requirements packages that increase the value and timeliness of government purchases, optimize acquisition processes, and reduce procurement action lead time.

Requirements Management: Key features

- Wizard-driven data input to create requirement
- Full lifecycle requirements management
- Configurable contract file per agency structure
- Document management
- Auto-filing of documents into contract file
- Additional questionnaire/data configuration
- Intelligent product service code (PSC) and NAICS code search
- Program Office and Contracting Office dashboards/workspace
- Comprehensive and organized data views of Requirement record
- Automatic task notifications on user dashboard and email
- Integration with document management tools for in-line editing and collaboration such as Microsoft 365, Google Docs, etc.
- Bidirectional data capture between user input form and integrated document template
- Template library with auto-population of acquisition templates
- Configurable checklist functionality
- Configurable checklist recommendations based on requirement attributes
- Configurable requirement review and approval process
- Full audit history of requirement and checklist
- Document review process
- Completion reports
- Workload reports
- Correspondence management
- Out-of-the-box integration with the Appian Award Management solution (associate requirements with awards)

Contract Writing for solicitations and awards.



Appian Contract Writing gives you immediate access to all of your active solicitations, awards, and open tasks.

The **Appian Contract Writing** solution integrates with the Requirements Management solution to seamlessly ingest purchase requests with actionable requirements. The application utilizes its robust collaboration functionality to offer templates for memos, determinations and findings, vendor communications, and solicitation package artifacts.

Contract Writing provides complete, data-driven contract writing functionality to produce a final solicitation or award document, including government standard forms and CLIN/SLIN functionality. Administrators can quickly modify process steps in the application to update mandatory data collection and the enforcement of required procurement document formats—providing a more agile application to assist with the development of a specific procurement strategy, based on the type of requirement and other pertinent characteristics. Appian Government Acquisition solutions structure the data in accordance with the Procurement Data Standard (PDS), making it easier to integrate, adapt, and report on.

Consistent with Requirements Management (and all other Appian Government Acquisition solutions), a wizard guides novice users through the creation of solicitations and awards. Advanced users, or users who chose to, do not have to complete these steps in sequence; rather, they can enter the data in any order that fits their routine and availability of information. Upon the initiation of the solicitation or award from the requirement, the system copies any relevant information downstream to minimize rekeying of data.

Contract Writing adopts the uniform contract format (UCF) for the GSA forms to adhere to federal standards and consistency. Utilizing the UCF keeps the data organized and makes it easier for government officials and contractors to find. The data collected is dynamic, based on the various standard and optional forms users select for their procurement. To avoid manual data entry and human error, Contract Writing pre-fills values and validates key fields.

Line item management is one of the most critical content areas of a solicitation or award. Appian Contract Writing ensures ease of use and data quality control while capturing important attributes of CLINs and SLINs. Most importantly, Federal Acquisition Regulation (FAR) standards and rules are embedded within the application to ensure that CLINs and SLINs follow best practices and comply with regulations. Accelerator features such as copy, bulk updates, and import/export of line items expedite the creation and management of Line Items, which is otherwise a very tedious process.

On the foundation of FAR compliance, Unique Procurement Instrument Identifier (PIID) is auto-generated by the system following the FAR Subpart 4.16 for all procurement objects created within the system: solicitation, amendment, award, modification.

Clauses and provisions are another integral part of the content package. Appian Clause Automation eliminates manual, tedious work by streamlining the creation of contract clauses. (Read more about [Appian Clause Automation](#).)

Contract Writing can be configured to adhere to the agency's contract file structure. Users can manage documents and files in the Contract File. Upon creation of an award from a solicitation, the Appian solution handles the copying of documents so users don't have to manually move them. Additionally, the application handles the inclusion of attachments and exhibits the users added to the final generated solicitation and award package.

Before a solicitation or award can be finalized and released, it needs to go through an approval process where the contracting officer has the opportunity to review the package, including all attachments, and make any necessary changes or suggestions for a contract specialist before applying the final signature.

However, occasionally there are types of Acquisitions where additional reviewers are needed, such as Policy or Legal. In such cases, users can leverage the ad-hoc review process to set up the workflow specifically for that procurement.

Before an award is released, the application performs several system-to-system checks, including data validation, FPDS-NG validation, and SAM checks to verify the vendor's status. The results are presented to the user for resolution before the award is made, reducing rework and follow-on modifications.

Contract Writing supports all the common types of award, including but not limited to blanket purchase agreements, definitive contracts, indefinite-delivery contracts, task orders, delivery orders, call orders, basic ordering agreements, and purchase orders. For solicitations, invitation for bids (IFB), requests for proposal (RFP), and requests for quote (RFQ) are supported.

The Appian solution logs all actions taken on the solicitation or award as it moves through the process. The log is visible to permitted users, providing transparency and auditability.

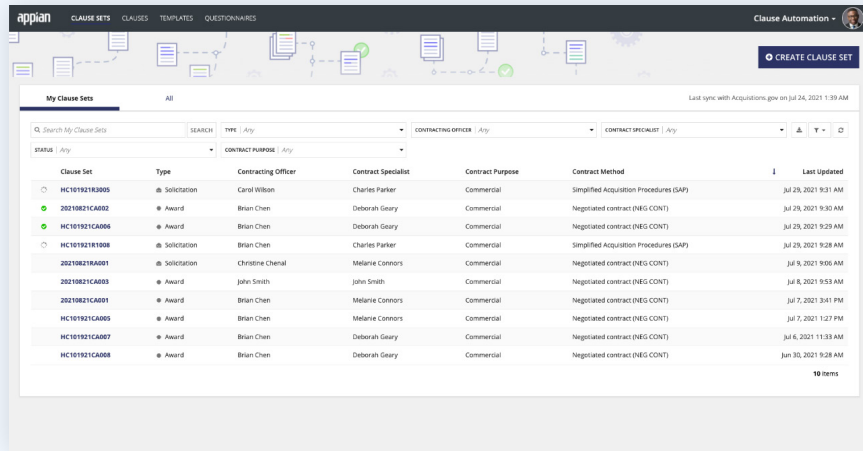
Data is organized into collections of related information on the dashboards. If desired, users can also preview the PDF as they are preparing the contract. All actions and access are driven by permissions and roles, which can be further configured if needed.

Released solicitation or awards can be changed via amendment or modification, respectively. For a consistent user experience, the editing and managing of amendments and modifications follows the same paradigm as solicitations and awards for a consistent user experience. The official form for amendment and modification is the SF30. Additionally, Contract Writing maintains a conformed record of the solicitation and award that incorporates the changes made to date.

Contract Writing: Key features

- Wizard-driven data input for all procurement record creation: solicitation, amendment, award, modification
- Easy and intuitive interface to manage and navigate through procurement records
- Built-in FAR rules and validations for compliant solicitations and awards
- Support for all types of solicitations and awards
- Configurable contract file per agency structure
- Document management and approval
- Auto-filing of documents into contract file
- Intelligent product service code (PSC) and NAICS code search
- Contracting personnel dashboards/workspace
- Comprehensive and organized views of procurement records
- Complex CLIN/SLIN creation and management
- CLIN/SLIN management accelerators: import, duplicate, bulk copy
- Support for funding of line items with single or multiple funding sources
- Built-in validations to properly set up and fund line items
- Automatic task notifications on user dashboard and via email
- Configurable checklist and milestone functionality
- Support for various forms (standard and DoD forms)
- Support for small business types contract
- Auto-generation of PDFs
- Auto-filing of PDFs in contract file
- Key KPIs for easy tracking and planning
- Clause and provision management with built-in FAR smart matrix
- Fill-ins management
- Warrant validation
- Configurable review task
- Real-time reporting
- Role-based and organization security
- Support for CAC/ECA Softcert authentication
- Support for electronic PKI signatures

Clause Automation.



The screenshot displays the Appian Clause Automation interface. At the top, there's a navigation bar with tabs for CLAUSES, TEMPLATES, and QUESTIONNAIRES. Below this is a header area with a 'CREATE CLAUSE SET' button. The main content area is titled 'My Clause Sets' and features a search bar and filters for TYPE, CONTRACTING OFFICE, and CONTRACT SPECIALIST. A table lists various clause sets with columns for Clause Set, Type, Contracting Officer, Contract Specialist, Contract Purpose, Contract Method, and Last Updated. The table contains 10 items.

Clause Set	Type	Contracting Officer	Contract Specialist	Contract Purpose	Contract Method	Last Updated
HC101921R3005	Solicitation	Carol Wilson	Charles Parker	Commercial	Simplified Acquisition Procedures (SAP)	Jul 28, 2021 9:31 AM
20210821CA002	Award	Brian Chen	Deborah Geary	Commercial	Negotiated contract (NEG CONT)	Jul 28, 2021 9:30 AM
HC101921CA006	Award	Brian Chen	Deborah Geary	Commercial	Negotiated contract (NEG CONT)	Jul 28, 2021 9:29 AM
HC101921R1006	Solicitation	Brian Chen	Charles Parker	Commercial	Simplified Acquisition Procedures (SAP)	Jul 28, 2021 9:28 AM
20210821RA001	Solicitation	Christine Chernal	Melanie Connors	Commercial	Negotiated contract (NEG CONT)	Jul 9, 2021 9:06 AM
20210821CA003	Award	John Smith	John Smith	Commercial	Negotiated contract (NEG CONT)	Jul 8, 2021 9:53 AM
20210821CA001	Award	Brian Chen	Melanie Connors	Commercial	Negotiated contract (NEG CONT)	Jul 7, 2021 3:41 PM
20210821CA005	Award	Brian Chen	Melanie Connors	Commercial	Negotiated contract (NEG CONT)	Jul 7, 2021 1:27 PM
HC101921CA007	Award	Brian Chen	Deborah Geary	Commercial	Negotiated contract (NEG CONT)	Jul 6, 2021 11:33 AM
HC101921CA008	Award	Brian Chen	Deborah Geary	Commercial	Negotiated contract (NEG CONT)	Jun 30, 2021 9:28 AM

Select the right contract clauses with greater speed, ease, and accuracy.

The **Appian Clause Automation** solution streamlines, standardizes, and secures the process of selecting clauses and provisions included in government solicitations and awards, enabling consistent, accurate clause application while mitigating risk and maximizing efficiency. Clause Automation guides users at government contracting offices to the right clauses and provisions for solicitations, awards, orders, amendments, and modifications.

With Clause Automation, contracting professionals access up-to-date, authoritative Federal Acquisition Regulation (FAR) and agency-specific clauses and provisions from a centralized dashboard, based on configurable business rules and streamlined by automation.

As the users enter data for the solicitations and awards, the Appian Clause Automation application uses those data points to derive the clauses and provisions based on regulation prescriptions. Questionnaires and question banks can be set up to further assist users in including or excluding clauses or agency specific terms and conditions. Additionally, rules can be established based on questionnaire answers or other

clause set details to automatically assign specific clauses to a clause set. Templates are also available as another mechanism to simplify, enhance, and accelerate the process of applying clauses to your contract. Templates are easily set up to specific scenarios pertaining to your agency or type of procurement.

To ensure your FAR clauses are kept up to date, Appian Clause Automation integrates with acquisition.gov and pulls the FAR clauses from the direct source you need into the application. You can easily update the frequency with which clauses are refreshed, based on your defined cadence. As the users are working on a clause set, if any included FAR clauses have changed, they will be prompted with the update upon validation of the clauses, to ensure they always have the latest version.

Contracting personnel need to complete their fill-ins and edits to finalize a clause supplement. Clause Automation allows you to break down process barriers and perform the tasks necessary to finalize your clause supplements in one location.

The application also auto-suggests clause fill-ins based on previously entered values. This allows you to select a value to pre-populate in your clause for each fill-in, which saves time by reducing user input and data entry errors. If manually creating or updating individual clauses in the application is not desired, Clause Automation supports upload clauses from an Excel or zip file to avoid manual clause creation and updates.

The clause validation process is in place to ensure that fill-ins and edits are complete, in addition to ensuring the latest clause version is being used before the user can finalize their clause supplement document. This improves the quality of clause supplements.

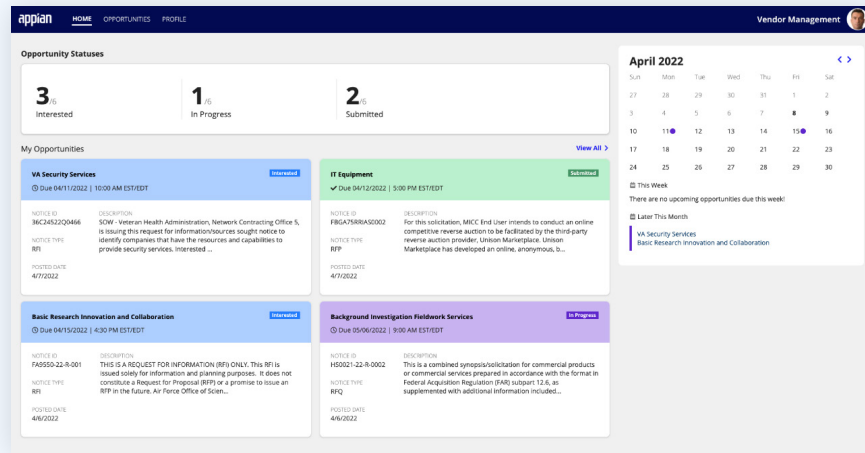
Clause set summaries provide users a consolidated view of all clauses. Key indicators such as validation status and types of clauses enable users to easily identify the information they need and quickly take action.

Clause Automation combines the superior capabilities of Appian's acquisition solutions with a centralized source for FAR and agency-specific supplement clauses and provisions to streamline the creation of contract clauses. The flexible and configurable architecture makes it easy to configure the solution to conform to your organization's unique clause selection process. Clause Automation eliminates guesswork and increases accuracy, resulting in fewer reviews and errors.

Clause Automation: Key features

- Wizard-driven clause creation
- Built-in FAR smart matrix
- Centralized clause library for FAR and local clauses and terms and conditions
- Template management (ability to include/exclude clauses based on templates)
- Questionnaire management (ability to include/exclude clauses based on questionnaire answers)
- Configurable rules to include/exclude clauses based on procurement attributes (e.g., contract dollar amount)
- Full audit history
- Automatic clause validations
- Out-of-the-box integration with acquisition.gov for automatic updates to FAR clauses and provisions
- Configurable sync frequency with acquisition.gov
- Offline import of FAR clauses and provisions via acquisition.gov zip file for high security customers
- Ability to maintain supplemental and local clauses directly in the solution
- Guided fill-in experience
- Configurable fill-in recommendations
- Structure fill-ins for supplemental and local clauses via a front-end experience
- Clause validation resolution workflow
- Copy of clause set from solicitation to award

Vendor Management.



Vendor Management breaks down silos between contracting and vendors to drive transparency and a more efficient marketplace.

The **Appian Vendor Management** solution provides a way for the government and its vendor community to more effectively communicate throughout the acquisition lifecycle, from market research to contract closeout. It replaces the traditional time-consuming, burdensome process of posting and updating opportunities and collecting responses from vendors with Q&A with an intuitive and modern interface that encourages vendor participation and lowers administrative burden.

The application extends collaborative communication capabilities post-award through secure access to award records and automated workflows. Its flexible and configurable architecture makes it easy to configure the solution, tailoring it to meet the needs of the organization's unique vendor management process.

A wizard guides contracting personnel through the process of creating and publishing an opportunity, ensuring a high level of accuracy for the data provided. The wizard also allows you to import opportunities from SAM.gov, making the process quicker and more convenient. It also provides vendors and contracting staff visibility into the current state of an opportunity and documents uploaded by either party, based on permissions.

For example, only authorized users can view opportunities marked as private.

For all vendors that register, contracting personnel can view their information and users, and their opportunity activities such as interest for certain opportunities or proposal submissions.

For vendors, Appian Vendor Management provides a public portal that allows them to register with the agency and create their profile. Also via this site, they can view and search all publicly available opportunities and drill down into specific opportunities to learn more about them. Vendors must be tagged specifically to view private opportunities.

Vendor Management simplifies the Q&A process by allowing vendors to submit question documents that they have about an opportunity or any points they want clarified. Contracting personnel can easily view all question documents in one central place and respond by posting a notice. They can also create updates and attach documents to inform vendors of any changes to the opportunity. From the Opportunity record, vendors can review all updates associated with the opportunity.

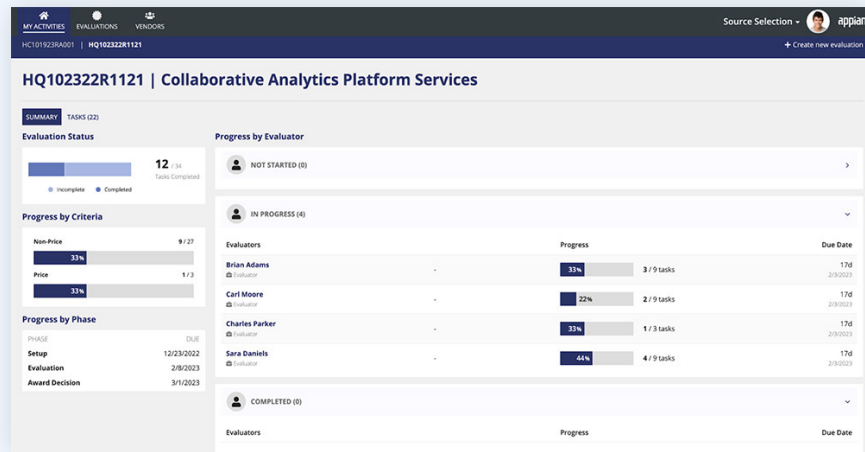
Vendor Management provides access to all information in a consolidated view. This is especially helpful with complex opportunities where many parts of the organization have to collaborate to combine notices, attach documents, question documents, upload proposals, and so on.

The Appian Vendor Management solution streamlines your procurement and solicitation process and facilitates more efficient communication between the government and industry, resulting in significant time and cost savings.

Vendor Management: Key features

- Contracting landing page and opportunity record
- Vendor landing page and profile (mobile-ready)
- Document management and approval
- Q&A process and communication
- Notice creation
- User management
- Opportunity API
- Vendor portal
- Public listing of opportunities
- Vendor self-registration
- Proposal submission confirmation
- Proposal completeness validation
- Tracking of interested vendors
- Large file handling
- Vendor record (tracks vendor socio-economic categories, NAICS, PSC)
- Out-of-the-box SAM.gov integration
- Toggleable opportunity visibility
- Secure messaging capability
- Award dashboard
- Out-of-the-box integration with Award Management

Source Selection.



Simplify and strengthen the vendor evaluation process, reducing the risk of a protested decision.

The **Appian Source Selection** solution accelerates acquisition decisions by evaluating vendor quotes and proposals with greater ease, efficiency and visibility. By providing a single application for all source selection activities, the solution enhances collaboration among source selection teams who no longer need to access multiple systems and windows.

Source Selection provides a guided experience for creating and completing a vendor evaluation, allowing source selection teams to efficiently evaluate vendors and build consensus, while remaining in compliance by securing documents to the relevant evaluators.

As in Appian's other Government Acquisition solutions, a wizard guides users through their process of setting up an evaluation. This ensures a high level of data accuracy when setting up evaluations. After entering evaluation details, users can select from a list of fully configurable phases of the evaluation, which can be used to segment the source selection process.

Evaluation factors can be done in a number of ways, and Source Selection allows agencies to configure evaluation factors to their specific process and define factors by adding attributes such as due date, factor chair, and rating method. The solution comes with a number of common rating methods. Multiple factors can be applied to any source selection and users can define subfactors to further organize the evaluation, if needed.

Teams are created to review different factors and subfactors on an evaluation. Users can select the entire team to evaluate a factor and/or subfactors or individuals on that team. Due dates are an important part of the setup to allow agencies to track timelines and provide a mechanism to work towards their deadline.

Appian Source Selection integrates directly with SAM.gov and pulls vendor data for evaluation to ensure it's populated with the most up-to-date data.

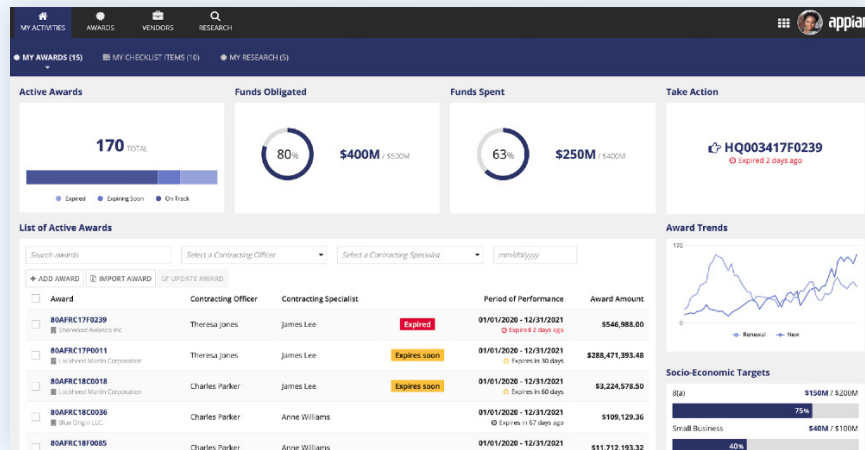
Source Selection simplifies your evaluation form process by using a standard evaluation form to send to all assigned evaluators. The form provides evaluators with the necessary factor and vendor documents, as well as the factor's rating scale, freeing your contracting personnel to focus on evaluation setup while the solution automatically handles the evaluation form.

Appian Source Selection combines the best qualities of Appian's acquisition and source selection solutions into one application that allows you to streamline your acquisition life cycle management process. The flexible and configurable architecture makes it easy to configure your organization's unique source selection process. Source Selection simplifies and strengthens your vendor evaluation process, saving time and money and reducing the risk of a protested decision.

Source Selection: Key features

- Contracting landing page and source selection record
- Evaluator landing page
- Document management and approval
- Document security
- Evaluation form
- Wizard-driven evaluation setup
- Configurable evaluation process and factor attributes
- Task management and notifications
- Vendor record
- Evaluation progress dashboard
- Full audit history
- Microsoft 365 integration for online editing and collaboration
- Auto-population of acquisition templates
- Configurable approach functionality
- Updates to evaluation team members for in-progress evaluations
- Out-of-the-box SAM.gov integration
- Source selection repository

Award Management.



Never miss a deadline with proactive management of funding, spending, contract dates, and more.

The **Appian Award Management** solution gives contracting organizations and program management offices the ability to manage all contract award processes, activities, and data in a compliant, consistent, and reportable way. Government acquisition professionals can quickly create, edit, and collaborate on documents, templates, and forms directly within the application. Contracting team members can use the award checklist management feature to plan, monitor, and execute all required customer and contracting activities. Automatic alerts and notifications ensure that deliverables and activities are completed on time.

A wizard guides users through the process of entering the necessary award data, including key dates, funding details, and POCs, such as the CO, CS, COR, etc., providing a high level of data accuracy. Additionally, Award Management allows you to integrate with USAspending to bring the award data you need directly into the solution and ensure it is kept up to date. It also helps alleviate the need to manually enter information, saving time and reducing errors.

A fully configurable checklist can be established that automatically assigns checklist items to groups and assignees at the time of award creation or at any point in the award lifecycle. Checklists include multiple components, such as categories, checklist items, approvals, and document review, giving you full flexibility to cater checklists to your specific requirements. Built-in accelerators, such as the ability to import checklist items from an Excel file, speed up the process.

Checklist items can be added, edited, and rearranged as needed. When a new checklist item is assigned to a user, they'll receive an email notification in response to the event. They'll also receive an email notification when a checklist item is assigned to them or reassigned to another user, when an item is due or overdue, and when a due date changes. Users have full visibility into their tasks without having to search for the information.

As information is captured in Award Management, users can set up alerts to notify them of important events and deadlines, such as expiration of line items or the overall contract. This enables contracting personnel and the program office to more effectively track milestones and plan ahead, avoiding any disruptions and slowdowns in their business.

Creating, uploading, and managing your award documents is made easy with Award Management. The built-in Microsoft 365 integration allows agencies to upload their templates and collaborate directly in the application.

Related awards can be organized together by creating programs and providing users with targeted views. Users can search programs by keyword, department, contract start/end dates, and status. For full traceability, awards can also be linked with requirements in Appian Requirements Management.

With Award Management, users can manage and research vendors without needing to navigate elsewhere. By integrating with SAM.gov, the application pulls the most

up-to-date vendor data. By simply entering the vendor name or UEI and the source of their research, users can use RPA to research vendors according to the following criteria: General Services Administration (GSA) schedule, Small Business Administration (SBA) status, and Interagency Contract Directory (ICD). The bot automatically formats the information found on the specified vendor as a PDF and files it in the contract file. For reference, the application saves the history of research requests.

Appian's configurable Award Management solution provides award summaries, checklist visibility, and alert notifications in a single view for full transparency while also improving efficiency in tracking required deliverables. This allows program teams, functional organizations, and contracting professionals to more easily manage, update, and execute awards and award tasks. In this way, agencies can reduce costs and improve program performance by eliminating expensive bridge contracts and missed acquisition milestones.

Award Management: Key features

- Centralized award record
- Award repository
- Document management
- Microsoft 365 integration for online editing and collaboration
- Template library with auto-population of acquisition templates
- Configurable checklist functionality
- Full audit history
- Document review process
- Manage award alerts
- Ability to reassign tasks
- Associate contracts by program
- Auto-filing of documents in contract file
- Associate requirements with awards through out-of-the-box integration with the Appian Requirements Management application
- Vendor socioeconomic goal tracking
- Automatic task notifications on user dashboard and email
- Collaboration board
- Out-of-the-box integration with USAspending
- Expiring awards report

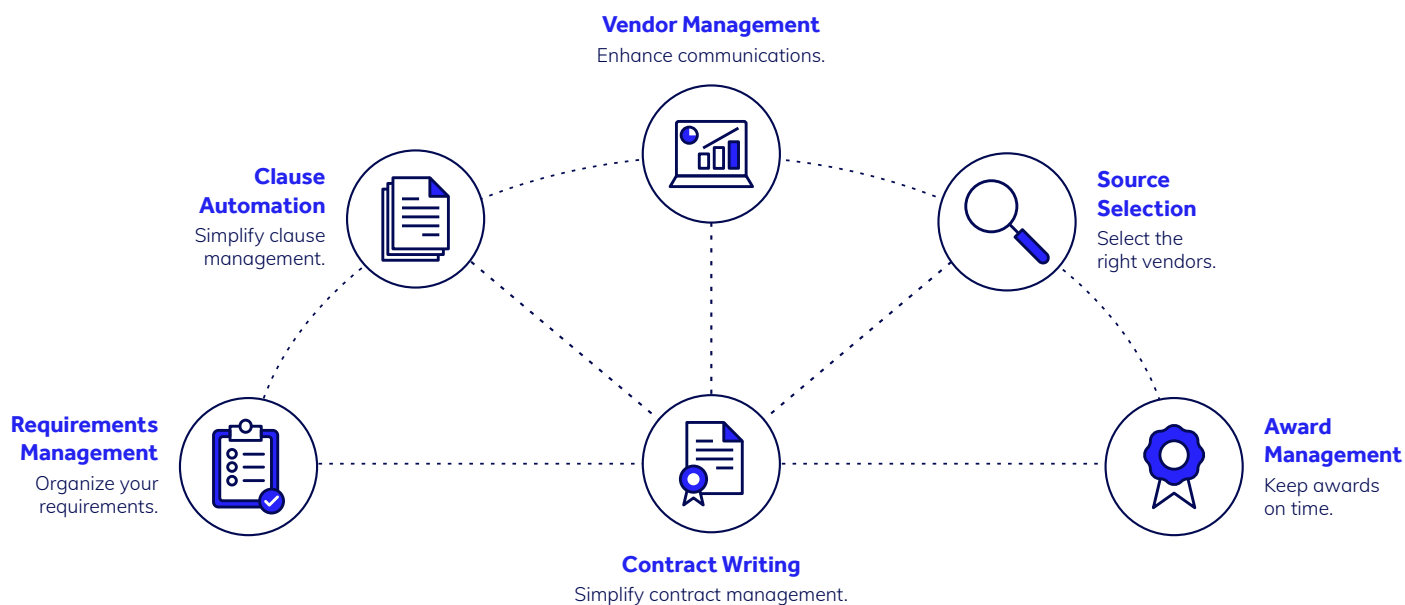
A complete procurement solution.

The modular Appian Government Acquisition solutions integrate seamlessly to streamline and expedite the entire government acquisition lifecycle. Solutions can be deployed together or individually to address the most urgent needs. Built on the Appian Platform for process automation, Appian acquisition solutions are quick and easy to update and customize to specific requirements.

Agencies use Appian Government Acquisition solutions to achieve a more efficient, economical, and timely procurement process to meet their missions.

Learn more at appian.com/acquisition.
Contact us at info@appian.com.

Appian acquisition solutions fully integrate with one another or can be implemented as standalone solutions.



Appian Government Acquisition: The only complete and modern procurement solution suite designed for the unique process and compliance needs of government agencies.



Appian is a software company that automates business processes.

The Appian AI-Powered Process Platform includes everything you need to design, automate, and optimize even the most complex processes, from start to finish.

The world's most innovative organizations trust Appian to improve their workflows, unify data, and optimize operations—resulting in better growth and superior customer experiences. For more information, visit appian.com.

[Nasdaq: APPN]