

CONTRACT MANAGEMENT

PROJECT EXAMPLE

PROJECT OPTIONS

COMPLIANCE CONCERNS
 CONTRACT MANAGEMENT
 COST CULTURE
 DEPARTMENTAL CAPACITY
 GOVERNANCE / POLICIES
 INTERNAL COMMUNICATIONS
 KPI MANAGEMENT
 MAVERICK SPEND
 PEOPLE MANAGEMENT
 PROCESS MANAGEMENT
 RATIONALIZING DEMAND
 SKILLS & TIME UTILIZATION
 SOURCING MANAGEMENT
 SPEND ANALYSIS
 SUPPLIER MANAGEMENT
 TECHNOLOGY MANAGEMENT

ENTERPRISE BENEFITS

BENEFIT CULTURE
 COST REDUCTION
 EXPERT NETWORK
 INNOVATION & TOOLS
 LEVERAGED TIME
 PEACE OF MIND
 UNBIASED ASSESSMENT

PRICING STRUCTURE

FIXED FEE
 FOCUSED ON ROI
 NO HOURLY METER

PROJECT OVERVIEW

- **CLIENT:** CEO/CFO of \$200M Enterprise
- **CLIENT NEED:** Leverage contracts to maximize buying power. Examine contracts to ensure compliance.
- **PROJECT OBJECTIVE:** Verify contractual terms are followed, Get more spend under management, Ensure spend is not occurring on expired contracts, Mitigate risks.
- **PROJECT VALUE:** Employee compliance with procurement policies, Cost reduction, Improved spend visibility, Decreased extraneous contract fees and charges.
- **PROJECT METRICS:** 1) Decreased “catch-up” fees, 2) Cost reduction, 3) Higher percentage of spend under management 4) Decreased percentage of spend occurring on expired contracts and 4) Improved contractual terms.
- **PROJECT DURATION:** 90 days

PROJECT APPROACH

- Conducted comprehensive interviews and surveys to assess all contract utilization.
- Leveraged Document Management system to input all A/P Spend data and Contractual data and pushed all data into Expense Assist's cloud-based automated Spend Analysis software allowing for detailed spend analytics to be performed.
- Examined each individual contract for terms and compliance.
- Gathered survey, interview, observation, spend and contractual data and applied the Expense Assist Vulnerability Index© to identify the severity of the vulnerabilities and plan for treatment.
- Designed customized treatment for each identified vulnerability and weakness to drive the desired Project Objective.

PROJECT OUTCOMES

1. Cost reduction due to improved contract compliance.
2. More spend under management.
3. Leveraged spend to create additional cost reduction.
4. Greater spend visibility.
5. Decreased spend on expired contracts.
6. Improved contract management.
7. Improved contractual terms opportunities.
8. Decreased overall contract risks.

Assess. Identify. Treat. Grow.