



**Drive Efficiency.
Ensure Compliance.**

Feature Highlights

- FAR, DFARS and agency supplement libraries (including historical) always kept up-to-date
- Contract brief built to DCAA requirements
- CLIN/SubCLIN structure
- Data model used by federal agencies to create contracts
- Built-in reports for common FAR requirements

*SpectrumCLM was designed
by GovCon Contracts
Professionals for GovCon
Contracts Professionals.*

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SpectrumCLM: The only COTS built solution specifically designed to manage government contracts

SpectrumCLM™ is a Commercial off-the-Shelf (COTS) solution built specifically for government contractors who must comply with extensive federal and agency-specific regulations.

While SpectrumCLM provides support for typical contract activities in the commercial sector, it is uniquely capable of dealing with the requirements associated with federal contracts. Unlike commercial contracts, federal contracts are never on the "company's paper" but rather are necessarily on "government paper." Like so many things that touch the government's regulated processes, government contracts carry an unparalleled degree of compliance risk and associated penalties for non-compliance. SpectrumCLM's core capability is focused on accurately recording a government contract and capturing all of the regulations and requirements over the contract's lifecycle.

SpectrumCLM showcases a data model that is rich in support of federal contracts and their extensive auditing requirements; libraries of regulatory clause data; flexible and rule-based workflows; and an ability to adapt to ever-changing realities of contract and subcontract management and the endless variety of contract situations that must be captured and managed.

Government Specific Contract Management Capabilities

- ☑ Supports all federal government award types including IDIQ's, GWACs, GSA Schedules, BPA's, Delivery/Task Orders, Basic Ordering Agreements and basic contracts
- ☑ Support for all contract types (e.g., all Fixed Price types, T&M, all cost-plus types, Labor Hour) as well as international and commercial contracts
- ☑ Track changes to value and funding by CLIN/SubCLIN/ACRN by modification with pre-designed report
- ☑ Tables to capture indirect rate ceilings and available/earned Award Fees
- ☑ Track Letter Agreements, other Undefined Contract Actions
- ☑ Risk Management Tracking
- ☑ Track level of effort by CLIN/SLIN or contract level
- ☑ Capture all contract information for GSA Schedules, including:
 - Special Item Numbers (SIN) with associated Title, NAICS, PSC Code and Maximum Order Threshold
 - Product List associated to each SIN
 - Labor categories, qualifications and rates by period
- ☑ Capture all contract information in a rich, structured data model for the contract lifecycle from proposal to contract award, modification, and closeout
- ☑ Automatic validations and warnings for potential errors (e.g. contract funding exceeds value)
- ☑ Capture all pertinent information for integration to ERP for project setup
- ☑ Capture labor category data including quals, rates by POP and discounts
- ☑ Link personnel to labor categories with resume repository
- ☑ Revenue data integration to include ability to set notifications based on percentage of funds expended



Subcontract Management Capabilities

- ☒ Capture all subcontract information in a rich, structured data model for the procurement lifecycle from proposal to award, modification, and closeout
- ☒ Supports all subcontract types such as Master Service Agreements, BOA's, IDIQ's, BPA's, Orders, etc.
- ☒ All contract types (e.g., all Fixed Price types, T&M, all cost-plus types, Labor Hour) including international

- ☒ Invoice and payment data capture by ERP project number
- ☒ Standard API's available for loading lists of Employee/Users, Customers, and other reference information
- ☒ Configurable data capture fields allow easy extension of standard contract data to meet the needs of an integrated ERP or other system.

Compliance

- ☒ Full audit trail for Sarbanes-Oxley Compliance
- ☒ Establish security group for external auditors to access data

View subcontracted amounts at the prime vehicle/contract/DO/TO to easily track small business plans and variances, and prompt notification.

Subcontract Number	Subcontractor Name	Business Size	Socioeconomic Status	Last Mod Number	Effective Date	Negotiated Value	Exercised Value	Funded Amount	% Subcontract \$'s	% Prime \$'s
SMB0001	Jones Aerospace	Small	SDB	P00001	03/01/2014	\$100,000.00	\$100,000.00	\$50,000.00	33%	20%
SMB0002	GA Scientific	Small	WOSB	Base	07/01/2014	\$200,000.00	\$100,000.00	\$50,000.00	33%	20%
SMB0003	Buckman LLC	Small	HBCU & MI	Base	08/01/2014	\$80,000.00	\$80,000.00	\$80,000.00	26%	16%
LB00001	SAIC	Other Than Small	N/A	P00001	06/15/2014	\$25,000.00	\$25,000.00	\$25,000.00	8%	5%

- ☒ Create pre-defined templates of tasks to meet CPSR audit or other contractual reporting requirements
- ☒ Perform on-line internal audits or management reviews to verify compliance with policies and procedures

Usability (Data Entry and Templates)

- ☒ Create DO's/TO's from contract vehicle to flow down CLINs/SubCLINs and clauses
- ☒ Create DO's/TO's or BPA's from the GSA Schedule to flow-down clauses, labor rates/categories and products

- ☒ Automatic validations and warnings for potential errors (e.g. sole source award without adequate documentation)
- ☒ Track changes to value and funding by CLIN/SubCLIN/ACRN by modification with pre-defined reports
- ☒ Data fields to capture cost and price analysis and document discounts
- ☒ Labor category table to track negotiated rates, SCA applicability and personnel including resume repository
- ☒ Track level of effort by CLIN/SLIN or contract level
- ☒ Create actions or contract deliverables with follow-up alerts

Integration

- ☒ Standard integration capabilities to enable data flow between CLM and other enterprise systems or data repositories ("Enter data once, use everywhere.")
- ☒ SOA-compliant architecture fully supports web service integration with internal systems and other cloud hosted applications, no VPN or database to database connection required.

- ☒ Create contract from proposal ("draft contract") to move data forward in contract lifecycle
- ☒ Create subcontracts from Prime Contract to flow-down all clauses and regulations
- ☒ Create orders from subcontract vehicle to flow down CLINs/SubCLINs and clauses
- ☒ Custom data fields at the header and line item level with drop down lists, selection lists or text boxes
- ☒ Line item template to organize line item data for quick upload
- ☒ On screen functional and process guidance (for help or training) configurable by client
- ☒ User-configurable Home page widgets to view approvals, tasks and take action directly from home page

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Briefing and Reporting

- ✓ Contract brief in DCAA format in pdf, excel or word
- ✓ Contract Summary Report with all data captured in sections configurable at run-time
- ✓ Subcontract Summary Report formatted in pdf, excel or word
- ✓ Robust ad hoc reporting including reporting for labor categories, indirect rates and award fees to enable reporting across multiple contracts
- ✓ Create ad hoc reports per user, business unit, users group, or for entire organization
- ✓ Ad hoc reporting to track approval metrics
- ✓ Standard Ad hoc report library including Task/Delivery Order financial summary, notification of option periods expiring, subcontract flow-down requirements, backlog, etc.
- ✓ Subcontract Summary table on each prime contract record including socioeconomic status and % of subcontracted dollars
- ✓ DO/TO Summary embedded within parent vehicle in award module
- ✓ Export CLIN/SLIN summary tables and labor category tables to excel, word or pdf

Workflow Routing, Alerts and Notifications

- ✓ Comprehensive routing with audit reports (e.g., match authority matrixes) including serial and parallel approvals
- ✓ Approval rule capability with automatic escalation to certain roles in the organization, such as requiring additional approvals for any sole or single source subcontract award
- ✓ Electronic alerts and email notifications to unlimited internal and external contacts
- ✓ Notification center for sending standard DCAA Contract Brief, Contract/Subcontract Summary Reports and/or supporting documents based on pre-defined schedule (via e-mail)
- ✓ History of approvals and notifications easily accessible
- ✓ Edit approval routes on the fly to add or delete personnel or change sequencing
- ✓ Ability to set up proxies for your workflow/approval roles when out of office

Clause Libraries

- ✓ Embedded FAR, DFARS and agency supplement libraries (including all historical clauses) kept up-to-date per SLA
- ✓ Clause templates match the FAR matrix designed to pull clauses based on the effective date of award
- ✓ Clause templates to establish pre-defined lists of clauses for inclusion on subcontracts or track standard company terms and conditions
- ✓ Track risk level and mitigation strategy of clauses based on company policies and procedures
- ✓ Categorize clauses for ease of searching and reporting (e.g., TINA, CAS, Executive Compensation)

Load applicable clauses with access to FAR matrices as well as third party clauses.

Preset flow-down recommendations which can be edited by organization.

General	Items	Cluses	Folders
Include	Clause DB	Clause Number	Clause Title
Full Text	FAR	52.202-1	Definitions (NOV 2013)
Full Text	FAR	52.203-3	Gratuities (APR 1994)
Full Text	FAR	52.203-6A*1	Restrictions on Subcontracting (SEP 2005)
Full Text	FAR	52.203-13	Contractor Code of Ethics (NOV 2013)
Full Text	FAR	52.203-15	Whistleblower (NOV 2013)
Full Text	FAR	52.203-15	Whistleblower (NOV 2013)
Full Text	FAR	52.203-17	Contractor Employee Whistleblower Rights and Requirement To Inform Employees of Whistleblower Rights (SEP 2013)
Full Text	FAR	52.204-4	Printed or Copied Double-Sided on Postconsumer Fiber Content Paper (May 2011)
Full Text	FAR	52.204-4	Printed or Copied Double-Sided on Recycled Paper (AUG 2000)
Full Text	FAR	52.204-9	Personal Identity Verification of Contractor Personnel (SEP 2007)
Full Text	FAR	52.204-9	Personal Identity Verification of Contractor Personnel (JAN 2011)
Full Text	FAR	52.204-10	Reporting Executive Compensation and First-Tier Subcontract Awards (JUL 2013)

Document Repository

- ✓ Store all supporting documents in company-specific folder structures which can vary for each organization and award type; locked down at company defined level to ensure consistency
- ✓ Program File capability to link multiple contracts and subcontracts and capture supporting documents from pre-RFP through close-out
- ✓ In-depth search functionality to easily locate contracts/subcontracts, save search for quick contract list, and key word search of supporting documents
- ✓ Secure document storage/Control access to documents
- ✓ Full audit trail of your documents

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