

# SAM Contract Advisory Services

There is more to contracts and contract management than just creating a document containing a few legal and financial terms.

## *Contract Advisory Services*

### **Contract Consulting**

Develop, negotiate, align, and right-size your software, hardware, and services agreements

### **Audit Preparation / Response**

Identify and apply the best strategy to reduce risk of non-compliance and large, unbudgeted expenses

In fact, it could be argued that contract management is the linchpin for the successful management of IT Assets – it's where the worlds of Finance, Legal, Procurement, Vendor Management, IT, Strategy, and especially Software Asset Management (SAM) come together!

Information and expertise is required from each of these separate domains and must be analyzed, interpreted, and reassembled in order for effective contracts to be developed and managed.

Given this significance and the potential impact to your business, do you have the experienced resources necessary to support and address the following issues for all of your vendors:

- Which commercial and legal terms and/or conditions are most favorable to your organization?
- Which commercial and legal terms and/or conditions are most important to the vendor?
- What are the motivations of the vendor for the negotiation/audit?
- Does the product catalog or licensing rights represent current and future needs?
- Is the cost representative of the value to your organization?
- Is the payment schedule optimized for your organization's benefit?
- What options are available to extend or reduce the contract period?
- Are there suitable terms for all of your environments – desktop, data center, mainframe, and mobile?
- Are you able to prepare for, defend, and respond to audit challenges?
- Is there an overall strategy for making the deal and ensuring alignment with your business needs?
- Are there robust processes for storage, access, review, and control for your contracts?
- Do you have a full history of all associated Master Agreements, Service Agreements, and Ordering Documents etc.?
- Would an "unlimited" software contract be of lesser or greater value to your business than one with limited or "fixed" usage rights?

If you answered "No" or "Don't Know" to any of the above, then you have reason to be concerned – and you are not alone. Most organizations struggle with one or more of the aspects listed above for one or more of their vendors.

Siwel can help.

Our Software Asset Management (SAM) team provides services to help your organization gather intelligence on exactly where you stand regarding your contracts and their alignment to your business drivers and to position you for successful conversations with your vendors.

Our insights come from more than 100 years of experience working with software contracts gained through roles as clients, software publishers, and auditors. With this unique set of background and knowledge, Siwel's team of contract specialists can provide your organization with guidance, strategy, and direction regarding the management of your software, hardware, and services contracts.

## Why Siwel Contract Advisory Services?

Siwel's Contract Advisory Services are customized for each client's specific needs and will include a comprehensive review of your Master Agreements, License Service Agreements, Ordering Documents, and any other contracts or deal-related documents, and may include:

- Recommendations for managing existing contracts in order to minimize risk and optimize the value and flexibility of your licensing investment
- Insights and best practices from a team that has contract experience as auditors, software vendors and enterprise customers
- Alignment of your contracts with your business requirements and technology roadmap to ensure that your entitlements are "right-sized" for your current and future needs
- A strategy for consolidation or elimination of any overlapping agreements or entitlements
- Specific advice on the pertinent terms and conditions in your contract – including DR, Audit, Cloud, Virtualization etc.
- Negotiation strategy and guidance with regard to upcoming license purchases or renewals
- Assistance to develop a strategy for audit preparation or defense
- Act as your agent at the negotiating table with your vendor
- When paired with Siwel's Software License Position services, provides additional insights into product and license utilization and fit-for-purpose

***The information gained from a Siwel Contract Advisory Services engagement will enable your organization to better understand and manage your vendor contracts and to be in a position of knowledge and strength as you enter into negotiations with your vendors.***

At the conclusion of a Contract Advisory Services engagement, we provide a detailed written analysis that includes a summary of the contract material that was reviewed, together with recommendations specifically tailored for your organization.

## Benefits of Contract Advisory Services

Siwel's Contract Advisory Services are designed to provide guidance, strategy, and direction to ensure that your agreements are aligned and "right-sized" to minimize risk. As a result you will receive the following benefits:

- Alignment of contracts with business requirements and your technology roadmap
- Recommendations from a team with contract experience as auditors, software vendors, and enterprise customers
- Advice on pertinent terms and conditions in the contract from experts with over 100 years of contract experience
- Insights based on experiences including selling, buying, sourcing/procurement, legal, and audit
- Opportunities to optimize value, flexibility, and benefits of the contract
- Analysis of contract revisions, cost implications, and potential risk during negotiations providing recommended alternatives
- Consultation and preparation for negotiation strategy
- Participate at the negotiating table representing our clients, or act as an agent for them
- Increased chance of audit avoidance as a result of demonstrated knowledge of a vendor's contract and entitlements
- As part of Audit Preparation / Audit Response services:
  - Identification of process and organizational improvements to prepare for and manage the audit process
  - Preparation of audit response documentation
  - Provision of negotiation strategies and assistance through resolution
  - Establishment of audit defense for compliance position with the software supplier

## Why Siwel?

Founded in 1992, Siwel is a woman-owned business that has been developing and implementing successful IT Asset Management solutions for Fortune 500 and middle market companies since 1998. The Siwel team has learned that to be successful you must be "Data Smart" - your ITAM program must combine rich business intelligence with business analytics that enable your organization to support important strategic and financial decisions. Whether you engage Siwel for help with tools, data, contracts, processes, managed services or just industry best-practices, your organization will benefit from the support and services of the foremost experts in the field.

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