



Contract Management Services

Minimize Exposure. Maximize Value.

About Extend Resources

Business and legal solutions company specializing in:

- Contract management
- Cybersecurity
- eDiscovery
- Other managed information processing services

Our People: An extension of your team

- Experienced Leadership
 - 25 years of experience on average
 - Deep knowledge in business fundamentals
 - Proven knowhow to identify, design, create and implement the right solutions that generate lasting results for clients
- Consulting and Support Staff
 - Quickly see the big picture and evaluate your business situation
 - Identify challenges, pinpoint opportunities, and implement elegant solutions
 - Manage change and achieve results

Common Pain Points

Lack of visibility. Lack of control. Poor performance.

Lack of key capabilities



Insight into legacy contracts



Visibility into key contract data



Real-time deadline tracking



Standardized contract processes



Central contract repository



Organizational waste



Wasted Time



Wasted Money



Wasted Resources



Lack of Business intelligence



Negative Impact on Goodwill

Lack of Visibility

- Data in silos or unknown locations
- Paper or unreadable electronic formats
- Key data points buried
- Unclear compliance with business and regulatory requirements

Lack of Control

A close-up, slightly blurred photograph of a person's hands working on a laptop. The left hand is holding a white pen, and the right hand is typing on the keyboard. A pink sticky note is attached to the bottom right of the laptop. The background is a soft, out-of-focus office environment with warm lighting.

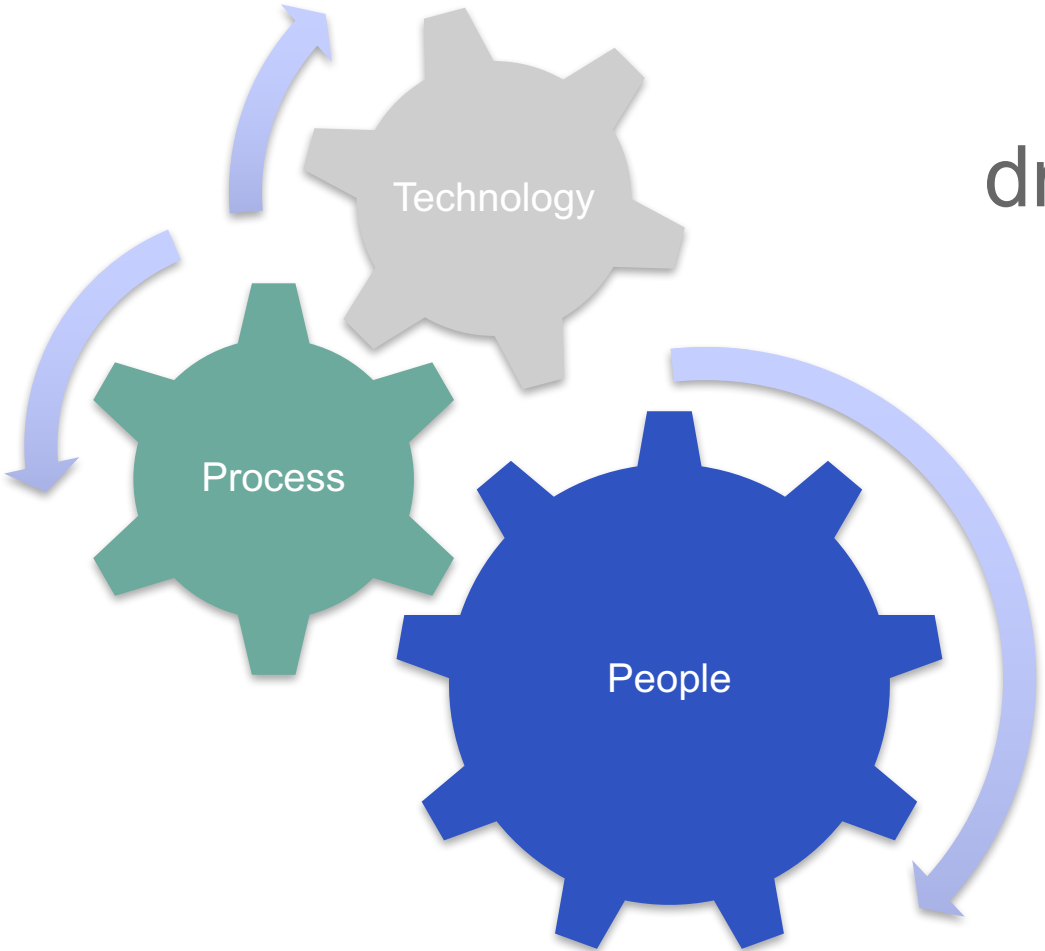
- Key dates not tracked
- Inconsistent or contradictory terms
- Business / regulatory rules not followed
- Inconsistent approval protocols
- Unrestricted access to contracts

Performance Challenges

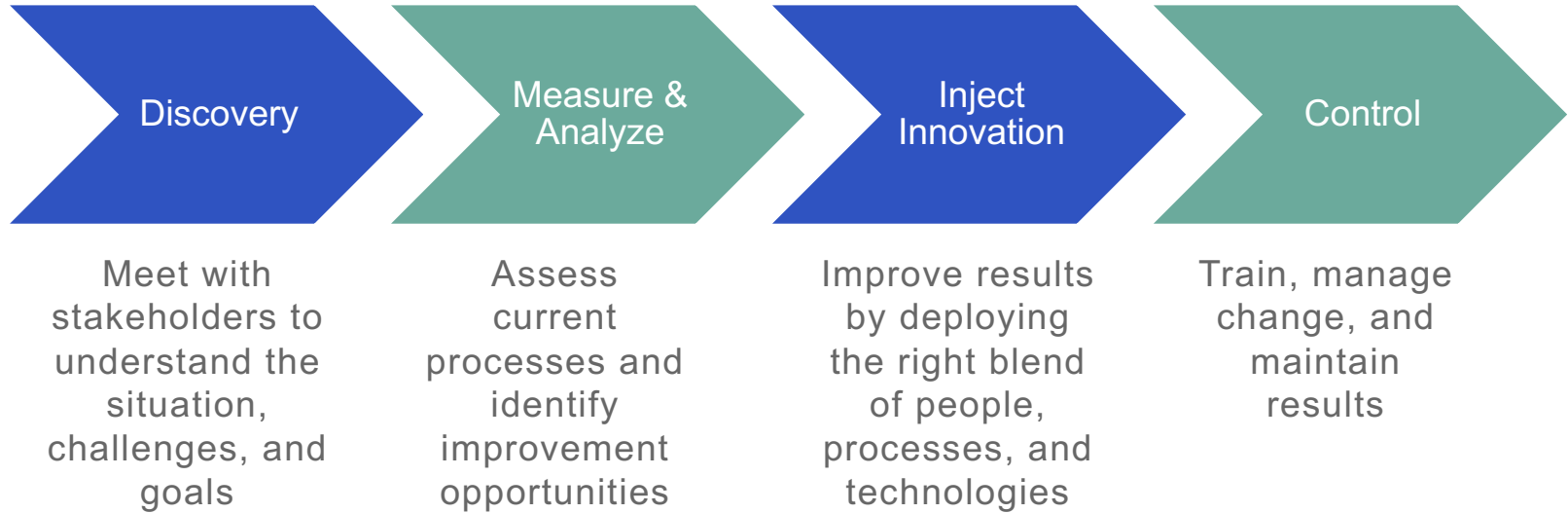


- Delayed creation, negotiation, and execution
- Missed deadlines & commercial opportunities
- Poor metrics & reporting
- Duplication of effort and contract redundancies

People are the
drivers of success



EXTEND's Process-Driven Approach



Comprehensive Services

Backed by decades of experience in business fundamentals

- Strategy & process assessment
- Contract lifecycle mapping & development
- Contract scanning & data migration
- Metadata extraction & data mining
- Legacy contract review, organization, & streamlining
- Technology implementation & training
- Contract standardization & template creation
- Analytics & reporting
- Organizational liability management
- Legal compliance management
- Quality control, audit & reporting
- Long-term resources & services

The Right Blend of Services

Discovery & Evaluation – Executive Summary

Technology

Software implementation and training based on your policies, processes, and standards.
Comprehensive change management.

Technology + Services

Policies, processes, standards, and playbook development. Software implementation, training, and change management.

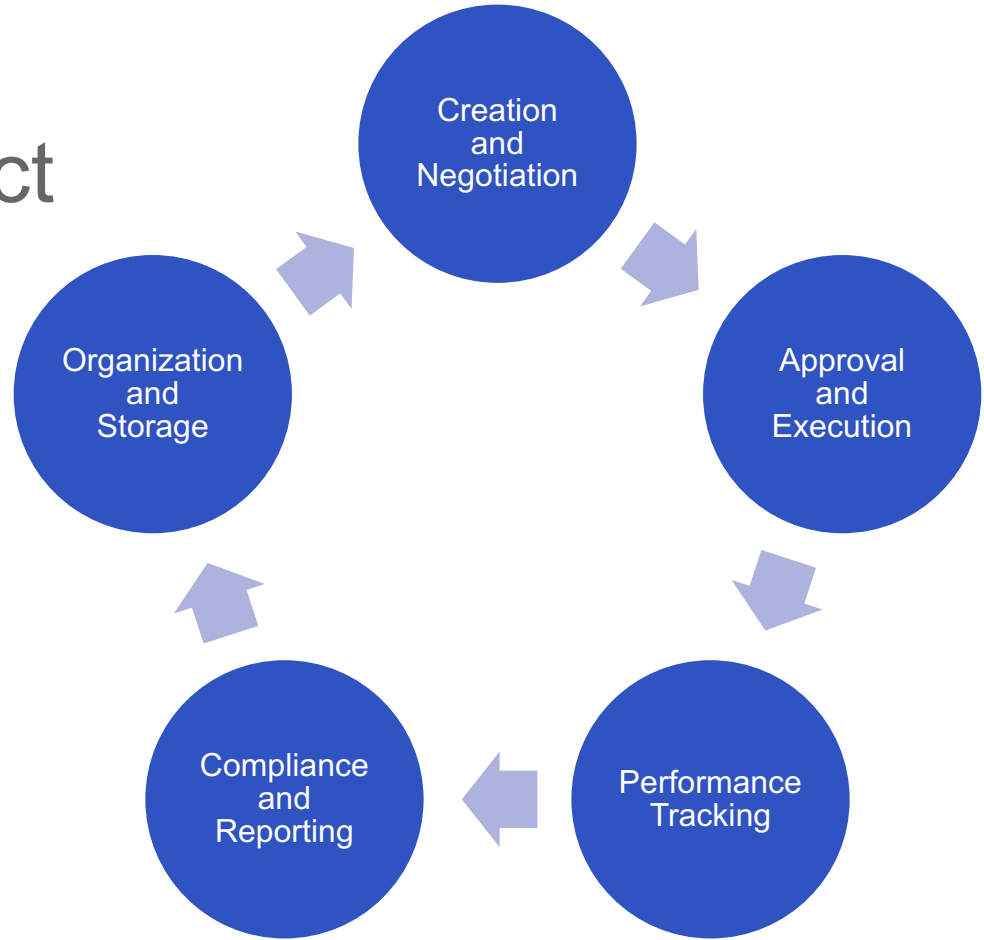
Services

Policies, processes, standards, and playbook development. Legacy contract identification, data mining, and conversion.

Quarterly Health Checks: Efficiency and Optimization

Full Lifecycle Outsourced Contract Management

Services That Span The Contract Management Lifecycle



EXTEND Your Results

It's what we do.

Visibility

Clear views into your contract portfolio along with key data to proactively manage the contract lifecycle

Accessibility

Current contracts in a single, electronic, searchable repository that offers anytime, anywhere access

Standardization

Comprehensive “playbook” that includes standard contract types, formats, and pre-approved terms and language

Efficiency

Streamlined, disciplined processes and policies lead to saved time and expense

Control

Easily identified data elements drive notifications to effectively manage deadlines and compliance requirements

Next Steps

- Due Diligence: Quick Questionnaire
- 1-Day On-Site Discovery Session
- Executive Summary
- Proposal

EXTEND

RESOURCES

Discussion & Next Steps