Contract Lifecycle Management System (CLMS) - Roadmap

Initiation, Planning & Agile Delivery

Jan 2024 to Dec 2024

- Project kick-off
- Current state analysis and documents review completion
- Assessment and validation of vision, scope and goals
- Release roadmap planning
- Data Collection and Record Management module begins
- Contract Budget Workflow module begins
- Agreement Workflow module begins
- Contract Budget Workflow module completion
- Agreement Workflow module completion
- Data Collection and Record Management module in-progress
- Reporting and Dashboard module in-progress
- Communication, Notification, and Alerts module begins
- Invoicing module begins
- Program Monitoring module begins
- Communication, Notifications and Alerts module completion
- Data Collection and Record Management module completion
- Program Monitoring module completion
- ONE System Integration begins
- Reporting and Dashboards module completion
- Other Functionalities module completion
- Go-live with all the Providers including license support (if applicable)
- Migrate off CARBON
- Post-Deployment Phase begins

1Contract users use Word, Excel, Asana, and DocuSign to generate agreement documents, internal review/approval of agreements, and collect signatures from required parties to execute the agreements. So, Contract users will be able to use the new system after September 2024. After September 2024, HSH needs to pay for the licenses, maintenance, and hosting costs for all the users onboarded during each release.

2The Post-Deployment phase (Jan 2026 – Jun 2026) includes the following and concludes the completion of CLMS:
   - Any remaining features from previous phases
   - Change requests (enhancements and accommodating changes, fixing bugs, resolving issues, etc.)
   - Maintenance, hosting and license support for all onboarded users (if applicable)

Note: The Maintenance and Operations phase follows the completion of the CLMS project.