



5 quick tips for writing

# Better Contracts

For state and local governments

## Building flexibility and innovation into your contracts is now a necessity.

Let's face it, writing contracts can be a chore, especially for government. But understanding how to do it right is critical to the future success of your agency.

And with constantly evolving technologies like the Internet of Things (IoT), edge computing and cloud quickly becoming common in government, you need flexibility to innovative at an equally rapid pace.



## 5 quick tips for writing better contracts for state and local government procurement.

### Be strategic in scope.

#### Think needs-based

Request solutions or architectures that meet a specific business need, instead of just asking for products.

#### Keep it short and sweet

Concise and precise will win the day, especially when teamed with a specific end goal.

#### Let them spec

Ask suppliers to submit specifications for all elements needed to meet the business need.

### Flex with a focus.

#### Seek agility

Technology is advancing faster than procurement so include flexible terms.

#### Easily integrate

Require full interoperability with existing and vendor systems, via an open and standards based approach.

#### Brush up on terms

Become aware of terms and conditions that can enable vendors to offer your agency more favorable pricing.

### Give a little freedom.

#### Leverage their creativity

Let manufacturers include any products or services that are within scope so they can create new efficiencies.

#### Third party power

Allow vendors to include third-party providers so you can avoid additional contracts on your end.

#### Think local

Suggest manufacturers use local certified resellers, to support local hiring and economic development.



**Did you know** that including a master contract can help you unchain your network and give you the freedom to integrate innovative technologies as they develop.

### Encourage innovative tech.

#### Prep for the future

Include language that lets manufacturers request the addition of new technologies to any awarded contract offerings.

#### Cast a wide net

Allow products to be developed in-house and also obtained through product or company acquisitions.

#### Stay secure, end-to-end

Specify certified, validated and tested architectures that allow deeper visibility and real-time capabilities.

### Play outside your sandbox.

#### Invite others to the party

Open contracts to other groups like state boards, bureaus, commissions, educational institutions, cities, etc. where allowed.

#### Get a different point of view

Look at your contract from the supplier's perspective, like using standard terms and conditions to reduce costs they can pass on to you.

#### Distribute a draft

Let potential manufacturers take a look at a draft before final release, to offer unique insights you can leverage in the final version.

Dive deeper into contracts and procurement for state and local governments.

