



# DocuSign CLM Implementation Proposal

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# Services Implementation Overview

Objective	Deploy a contract management solution to prepare, review and sign City and Vendor Contracts	
Use Cases	<ul style="list-style-type: none"><li>- Actual Use Case TBD during scoping call to be happen upon budget approval.</li></ul>	
Products	DocuSign CLM	
Deliverables	<ul style="list-style-type: none"><li>- Development of:</li><li>- (2) templates w/ up to 10 merge tags</li><li>- (1) templates with up to 30 merge tags</li><li>- (1) Templates with up to 50 merge tags</li><li>- (2) workflow with up to 6 actors</li><li>- Integration and tech services support up to 30 hours</li></ul>	<ul style="list-style-type: none"><li>- Knowledge Transfer (TTT Materials and 2 hr. session)</li><li>- Configuration Workbook</li><li>- Deployment Checklist</li><li>- DocuSign CLM Essential Training</li><li>- DocuSign CLM Process Automation Training</li></ul>

# Proposed Fee Table

Product Description	Description	Hours/Units	Standard Rate / Fee (USD)	Total Amount	Discounted Line item total
Professional Services Custom Hourly Engagement (APT-0372)	DocuSign CLM will provide Professional Services resources on an hourly Time & Materials basis. This role may be fulfilled by multiple individuals working as a team.	305 hours	\$275 per hour	\$83,875	\$61,000
DSU Public Courses					
DSU CLM Essentials Course	Single attendee fee for public instructor-led course focused on CLM administration delivered by DocuSign University Trainers	2	\$1,700	\$3,400	\$2,550
DSU DocuSign CLM Process Automation	Single attendee fee for public instructor-led course focused on process automation and the delivered by DocuSign University Trainers	2	\$2,550	\$5,100	\$3,825
Professional Services Discount			\$200 per hour *Discounted from List \$275	(\$22,875)	
DSU Discount			25% discount on training	(\$2,125)	
Total (Excluding Tax)				\$67,375	

# Proposed Implementation Timeline

Phase	Milestone	Expected Start*	Estimated Number of Hours	Estimated Fees
Discovery	Project Kickoff	Week 0	60	\$16,500
	Backlog/Requirements Defined	Weeks 1 - 2		
	Backlog/Requirements Sized/Prioritized			
	Release Plan Published			
Configuration	6 * 1 week Iterations	Weeks 3 - 8		
	Template Configuration (4)		120	\$33,000
	eForm			
	Contract Approval Workflows (2)			
	SpringCM Setup			
	Document Reporting			
	DocuSign Configuration for eSignature			
	Integration / API Work			
	Customer QA/UAT	Weeks 9 - 10	18	\$4,950
Deliver	Project Mgmt/Meetings	Weeks 11 - 12	51	\$14,025
	Admin Training Prep and Delivery		12	\$3,300
	Train-the-Trainer Prep and Delivery		12	\$3,300
	Doc Launcher Training		8	\$2,200
	Go Live & Deployment		6	\$1,650
	Post Production Support	Weeks 13 - 14	18	\$4,950
	Totals:		Go Live in 12 wks	305
Discount				(\$22,875)
Discounted Implementation Total				\$61,000

Please refer to slide 4 for financial actuals including discounting

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