

Report on Contracts

Department: Military

Secretary: MG Kendall Penn

The purpose of this report is to prompt an analysis of contracts and contract expenditures within each Department and assist in the formulation of a report to the Governor on how to achieve greater efficiency (cost savings) and effectiveness as it relates to this topic. An analysis of *contract management* should consider all relevant factors including the number of vendors, staffing, contract management process, approach to negotiation, and other barriers/challenges associated with the contracting. This analysis should take a holistic approach to developing plans to deliver efficiency and effectiveness improvements. **The report template includes sections for three projects for your convenience. This number is not a goal or target. You may add or delete boxes for as many projects as you submit.**

ACTION PLAN FOR PROJECT 1:

1. Project Title Contracts

1.1. Brief description of project, goal, and action plan.

The Department of the Military does not have any contracts utilizing general revenue. All of our contracts are 100% federally supported. The Department does the P&C administratively for the National Guard but all funding for those contracts are provided by the Army and Air Force.

1.2. Identify any additional resources required for the implementation and success of this plan. **None**

1.3. Are there any anticipated costs associated with the plan? Does your current budget have sufficient funds to cover all anticipated costs? **None**

1.4. How will you measure the success and results of your plan? Include forecasts of cost savings, efficiencies achieved, etc. **N/A**

1.5. What is the implementation timeline and key action steps for this plan? How will you track progress? **N/A**

1.6. Identify any obstacles to the implementation and success of this plan. **None**

1.7. How could Department of Transformation and Shared Services provide support to the Department? **N/A**

ACTION PLAN FOR PROJECT 2:

2. Project Title

2.1. Brief description of project, goal, and action plan.

2.2. Identify any additional resources required for the implementation and success of this plan.

- 2.3. Are there any anticipated costs associated with the plan? Does your current budget have sufficient funds to cover all anticipated costs?
- 2.4. How will you measure the success and results of your plan? Include forecasts of cost savings, efficiencies achieved, etc.
- 2.5. What is the implementation timeline and key action steps for this plan? How will you track progress?
- 2.6. Identify any obstacles to the implementation and success of this plan.
- 2.7. How could Department of Transformation and Shared Services provide support to the Department?

ACTION PLAN FOR PROJECT 3:

3. Project Title
 - 3.1. Brief description of project, goal, and action plan.
 - 3.2. Identify any additional resources required for the implementation and success of this plan.
 - 3.3. Are there any anticipated costs associated with the plan? Does your current budget have sufficient funds to cover all anticipated costs?
 - 3.4. How will you measure the success and results of your plan? Include forecasts of cost savings, efficiencies achieved, etc.
 - 3.5. What is the implementation timeline and key action steps for this plan? How will you track progress?
 - 3.6. Identify any obstacles to the implementation and success of this plan.
 - 3.7. How could Department of Transformation and Shared Services provide support to the Department?

Additional thoughts/comments: