



Improve Compliance, Reduce Risk
& Increase Efficiency

VisibleThread | Docs

We Help Contract Managers & Procurement Managers...

- Save 80% of Contract Review Time by Shredding Documents in Minutes
- Ensure Compliance by Spotting Gaps & Risks
- Extract Acronym Definitions & Occurrences in Documents
- Identify Federal Acquisition Regulation (FAR) and Flow-Down Clauses
- Speed Up Readability Proofing and Editing



How We Do It...

Contracts

Summary Discovery Concept Tracking Structure Analysis Quality Analysis Clear Language Activity

Use different dictionary Type to filter Export to PDF Add search term Export

FAR 95 plus compliance checks Freq. 1 2 5 5 1 1

1 - FAR (OCI) Checks (15 Items)

9.5	14	2	5	5	1	1	
9.505-1	4	1					3
9.505-4	3	1					2
9.505-2	2						2
9.505-3	1						1
9.507-1	1						1
9.501							
9.502							
9.503							
9.504							
9.505							
9.506							
9.507							
9.507-2							
9.508							

2 - Compliance (60 Items)

Task Order	787	13	74		260	360	80
Cost	619	75	166	35	35	122	66
\$	402	62	63	36	36	74	46
Term	209	10	16	69	70	18	12
Pricing	162		35	1	1	49	26
GSA	151	1	3			84	1

Easily spot clusters of FAR clauses, in specific docs and across docs

Searching for these OCI FAR clauses

Contract Review

- ▶ Scan your entire document for non-compliant and risky content **in minutes**
- ▶ Run **Risk reports** pre-contract award
- ▶ Check **Contract Themes** 'hot buttons' - FAR Clauses (Federal Acquisition Regulation)
- ▶ Run **Contract Terms** and **Contract Data Requirement Lists** (CDRLs)

Contract Award

- ▶ Automate **Compliance Checks**
- ▶ **Compare** multiple versions of documents for changes
- ▶ Facilitate **Fast Contract Review**, using:
 - Affinity indicator lists
 - Concept lists
- ▶ Run a **Starter RACI Matrix** (Responsible, Accountable, Consulted, Informed) for Terms of Reference (TORs) and Contracts to improve coordination across teams
- ▶ Run **Clear Language Reports** to identify
 - Sentences that are too long
 - Passive voice
 - Readability score down to page and

Summary Discovery Concept Tracking Structure Analysis Quality Analysis Clear Language Activity Notes

Here are the overall Clarity Scores for HCaTS_RFP_FINAL.pdf. Fix the most complex content.

Long Sentences 30.85% Passive Language 19.94% Readability 30 Grade Level (US) 14

Download Annotated Document | Export to Excel | Export to PDF

Page	Ref	Category	Document Content	Readability	Reading Level (US)	Suggestions
10		HiddenVerb Long Word Passive	This is not a draft solicitation. This is the final solicitation for the unrestricted contract vehicle known as Human Capital and Training Solutions (HCaTS). Offerors shall follow the instructions set forth in Section L of this solicitation to be considered for award.	5/100	Grade 11	Try to rephrase 'considered' using active voice. Is it clear who performs this action? Try to make 'solicitation' into a verb.
10		Long Word Passive	Any amendment(s) to this solicitation will be posted to http://www.fbo.gov .	5/100	Grade 8	Try to rephrase 'posted' using active voice. Is it clear who performs this action?
10		HiddenVerb Long Sentence Long Word Passive	The General Services Administration (GSA) is committed to ensuring that maximum practicable opportunity is provided to small, HUBZone small, small disadvantaged, women-owned, veteran-owned, and service-disabled veteran owned small business concerns to participate in the performance of this contract consistent with its efficient performance. GSA expects any subcontracting plan submitted pursuant to FAR 52.219-9, Small Business Subcontracting Plan, to reflect this commitment. Consequently, an offeror, other than a small business concern, before being awarded a contract exceeding \$50,000 (\$1,000,000 for construction), must demonstrate that its subcontracting plan represents a creative and innovative program for involving small, HUBZone small, small disadvantaged, women-owned, veteran-owned, and service-disabled veteran owned small business concerns as subcontractors in the performance of this contract.	5/100	Grade 24	Try to rephrase 'involved' using active voice. Is it clear who performs this action? Try to rephrase 'committed' using active voice. Is it clear who performs this action? Try to rephrase 'awarded' using active voice. Is it clear who performs this action? Try to make 'performance' into a verb. Try to split this long sentence. Consider bullet points or lists.
11		Long Word	OPM provides human resources, leadership, and support to Federal agencies and the Federal workforce as they serve the American people. OPM has four primary areas of focus: policy and oversight, healthcare and insurance, retirement services, and services for agencies.	10/100	Grade 15	
11		HiddenVerb Long Sentence Long Word Passive	The Government Performance and Results (GPR) Modernization Act of 2010 (GPRMA), in part, mandates that the Office of Management and Budget (OMB) collaborate with agencies to develop a Federal Government Performance Plan for each	7/100	Grade 28	Try to rephrase 'achieved' using active voice. Is it clear who performs this action? Try to rephrase 'required' using active voice. Is it clear who performs this action?

SIGN UP FOR A TRIAL TODAY!

To see how VisibleThread Docs can save you time, reduce costs and improve the quality of your work, complete the [Contact Us form at www.deltek.com/en/partners/visiblethread](http://www.deltek.com/en/partners/visiblethread) for a no-obligation live demo.

What Our Customers Say...

"We have seen an 80% decrease in the amount of the time it takes to shred a contract and develop a matrix that allows us to evaluate our performance against that contract"

- Holly Meyer
Business Development Director
Noridian Healthcare Solutions

"I know I just finished a proposal, took me about 8 hours just to generate the acronym list, never mind all the other stuff. Having used this tool, it will probably take that down to about 10 – 15 mins."

- Barry Lerner
Senior Director Proposals
General Dynamics

"We started using VT in 2014 and have just gone through our first renewal and have increased our user accounts based on the success we had from the first year"

- Keven Marier
Director of Large Account Bus. Dev.
Milestone Systems