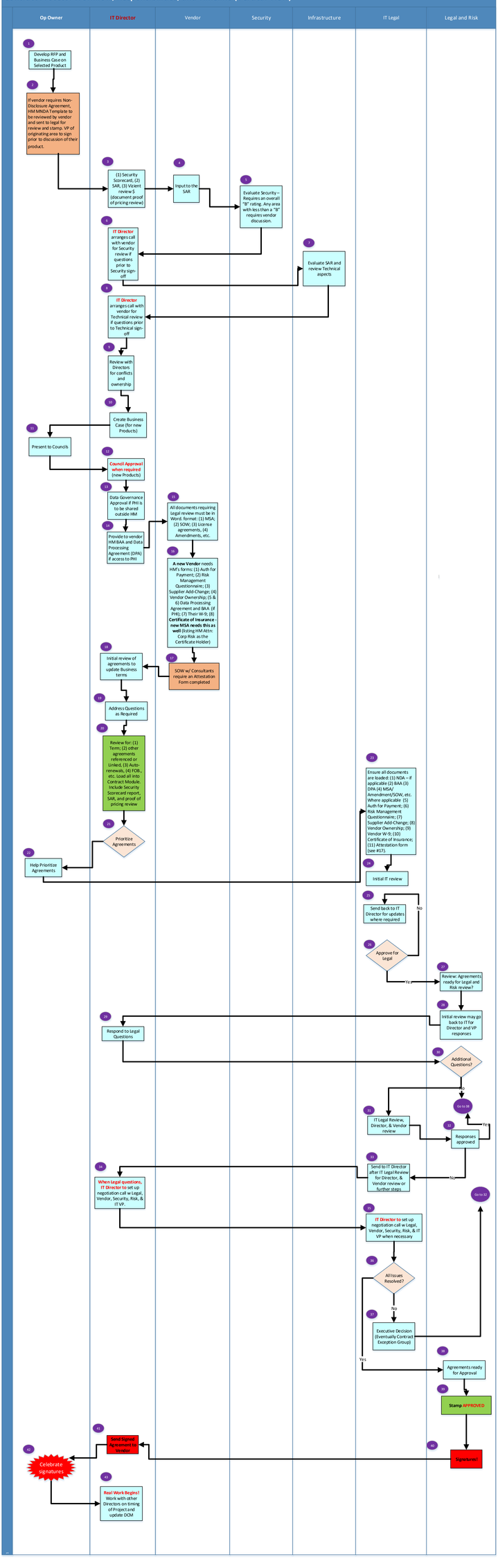Contract Process: Workflow, Responsibilities, and Timeline (Vertical View)