

SCHEDULE OF DELIVERABLES

Note: Days used in the table below refer to calendar days unless otherwise stated. Deliverables with due dates falling on a weekend or holiday shall be submitted the following Government work day after the weekend or holiday.

Task	Deliverable ID	Deliverable Description
5.1.1	A	Contractor Project Management Plan Due Thirty (30) days after contract (DAC) and updated monthly thereafter. Electronic submission to: VA PM, COR, CS. Inspection: destination Acceptance: destination
5.1.2	A	Bi-Weekly Progress Report Due second Friday ARO and updated every two (2) weeks throughout the PoP. Electronic submission to: VA PM, COR, CO Inspection: destination Acceptance: destination
5.1.3	A	Contractor Implementation Schedule Due second Friday ARO and updated every two (2) weeks throughout the PoP. Electronic submission to: VA PM, COR, CO Inspection: destination Acceptance: destination
5.1.4	A	TMS Training Certificates (if applicable – applies only to new employees) Due ten days ARO (and/or one (1) week after onboarding of new employee) and updated annually as required. Electronic submission to: VA PM, COR, CO Inspection: destination Acceptance: destination
5.1.4	B	Signed Contractor Rules of Behavior (if applicable – applies only to new employees) Due ten days ARO (and/or one (1) week after onboarding of new employee) and updated annually as required. Electronic submission to: VA PM, COR, CO Inspection: destination Acceptance: destination
5.1.6	A	Onboarding Status Report (if applicable – applies only to new employees) Due one (1) week ARO and updated weekly throughout the PoP for all Contractor employees. Electronic submission to: VA PM, COR, CO Inspection: destination Acceptance: destination
5.2.2	A	Test Results Due 5 days after completion of testing. Electronic submission to: VA PM, COR, CO Inspection: destination Acceptance: destination

Task	Deliverable ID	Deliverable Description
5.2.3	A	Release Notes Due 10 days before implementation. Electronic submission to: VA PM, COR, CO Inspection: destination Acceptance: destination
6.2.2	A	Contractor Staff Roster Due 3 days after contract award and updated throughout the PoP. Electronic submission to: VA PM, COR, CO. Inspection: destination Acceptance: destination

VA PM - VA Project Manager

COR - Contracting Officers Representative

CS - Contract Specialist