



























































# Exhibit K - Implementation Plan VA-210625-CAI

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors
1			<b>CoVA MSP Implementation</b>	<b>129 days</b>	<b>Mon 1/4/21</b>	<b>Thu 7/1/21</b>	
2			<b>Pre-Award Activities</b>	<b>10 days</b>	<b>Mon 1/4/21</b>	<b>Fri 1/15/21</b>	
3			Finalize and Distribute Award Notifications	10 days	Mon 1/4/21	Fri 1/15/21	
4			<b>Contract Award and Prep Activities</b>	<b>5 days</b>	<b>Mon 1/18/21</b>	<b>Fri 1/22/21</b>	
5			<b>Contract Awarded</b>	<b>5 days</b>	<b>Mon 1/18/21</b>	<b>Fri 1/22/21</b>	
6			Meet with CoVA to Review/Revise Implementation	1 day	Mon 1/18/21	Mon 1/18/21	3
7			<b>Communications</b>	<b>3 days</b>	<b>Wed 1/20/21</b>	<b>Fri 1/22/21</b>	
8			Review and Update Communications	1 day	Wed 1/20/21	Wed 1/20/21	6
9			Work with VITA Communications for Review/App	1 day	Thu 1/21/21	Thu 1/21/21	8
10			Distribute Initial Communications to Agencies	1 day	Fri 1/22/21	Fri 1/22/21	9
11			Distribute Initial Communications to Suppliers	1 day	Fri 1/22/21	Fri 1/22/21	9
12			<b>Implementation Activities - Jan 2021</b>	<b>20 days</b>	<b>Mon 1/4/21</b>	<b>Fri 1/29/21</b>	
13			<b>Program Documentation Updates</b>	<b>2 days</b>	<b>Thu 1/21/21</b>	<b>Fri 1/22/21</b>	
14			Update Job Titles and Contract Rate Card Documen	1 day	Thu 1/21/21	Thu 1/21/21	3
15			Review and Update Program Web Portal	1 day	Fri 1/22/21	Fri 1/22/21	14
16			<b>Begin Reenrollment of Staff Aug Supplier Network</b>	<b>5.75 days</b>	<b>Fri 1/22/21</b>	<b>Fri 1/29/21</b>	
17			Finalize Subcontractor Agreement and Enrollment Information	4 hrs	Fri 1/22/21	Fri 1/22/21	26
18			Post Subcontractor Agreement and Enrollment Info to Web Portal	1 hr	Fri 1/22/21	Fri 1/22/21	17
19			Send Reenrollment Notification and Initiate Reenrollment for Staff Aug Suppliers	5 days	Mon 1/25/21	Fri 1/29/21	18
20			<b>Identify Staff Aug Current Engagements</b>	<b>1 day</b>	<b>Mon 1/18/21</b>	<b>Mon 1/18/21</b>	

Task		Inactive Summary		External Tasks	
Split		Manual Task		External Milestone	
Milestone		Duration-only		Deadline	
Summary		Manual Summary Rollup		Progress	
Project Summary		Manual Summary		Manual Progress	
Inactive Task		Start-only			
Inactive Milestone		Finish-only			




















# Exhibit K - Implementation Plan VA-210625-CAI

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors
21			Pull Reports of Engaged Resources by Agency	1 day	Mon 1/18/21	Mon 1/18/21	3
22			Begin Configuration of Production VMS Site	2 days	Tue 1/26/21	Thu 1/28/21	34
23			<b>Schedule Kickoff and Discovery Meetings with CoVA</b>	<b>3.25 days</b>	<b>Tue 1/19/21</b>	<b>Fri 1/22/21</b>	<b>6</b>
24			Determine Attendees	2 hrs	Tue 1/19/21	Tue 1/19/21	
25			Prepare Agenda	4 hrs	Tue 1/19/21	Tue 1/19/21	24
26			Distribute and Track Invitations	3 days	Tue 1/19/21	Fri 1/22/21	24
27			<b>Kickoff and Discovery Meetings with CoVA</b>	<b>3 days</b>	<b>Mon 1/25/21</b>	<b>Wed 1/27/21</b>	
28			Hold Discovery Meetings	2 days	Mon 1/25/21	Tue 1/26/21	26
29			<b>Discovery - Day 1</b>	<b>1 day</b>	<b>Mon 1/25/21</b>	<b>Mon 1/25/21</b>	
30			Requirements Gathering	4 hrs	Mon 1/25/21	Mon 1/25/21	
31			Reconfiguration of Demo VMS Site	4 hrs	Mon 1/25/21	Mon 1/25/21	30
32			<b>Discovery - Day 2</b>	<b>1.5 days</b>	<b>Tue 1/26/21</b>	<b>Wed 1/27/21</b>	
33			Updated Demo Site Walkthrough	4 hrs	Tue 1/26/21	Tue 1/26/21	31
34			Reconfiguration of Demo VMS Site	4 hrs	Tue 1/26/21	Tue 1/26/21	
35			Distribute Minutes from Discovery Sessions	1 day	Wed 1/27/21	Wed 1/27/21	34
36			<b>Project Management Activities</b>	<b>9 days</b>	<b>Tue 1/19/21</b>	<b>Fri 1/29/21</b>	
37			Revise Implementation Plan	2 days	Tue 1/19/21	Wed 1/20/21	6
38			Provide Updated Implementation Plan to CoVA	1 hr	Thu 1/21/21	Thu 1/21/21	37
39			Schedule Bi-weekly Implementation Status Meeting	2 hrs	Thu 1/21/21	Thu 1/21/21	38
40			Schedule Agency/Supplier Program Overview Sessic	2 hrs	Thu 1/28/21	Thu 1/28/21	35
41			Implementation Status Meetings	4 hrs	Fri 1/29/21	Fri 1/29/21	
42			Create/Distribute Status Report	4 hrs	Fri 1/29/21	Fri 1/29/21	










Task		Inactive Summary		External Tasks	
Split		Manual Task		External Milestone	
Milestone		Duration-only		Deadline	
Summary		Manual Summary Rollup		Progress	
Project Summary		Manual Summary		Manual Progress	
Inactive Task		Start-only			
Inactive Milestone		Finish-only			




















# Exhibit K - Implementation Plan VA-210625-CAI

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors
43			<b>Implementation Activities - Feb 2021</b>	<b>20 days</b>	<b>Mon 2/1/21</b>	<b>Fri 2/26/21</b>	
44			<b>Training Preparation</b>	<b>5 days</b>	<b>Mon 2/1/21</b>	<b>Fri 2/5/21</b>	
45			Review and Prepare Demo Site for Training	1 day	Mon 2/1/21	Mon 2/1/21	
46			Create/Update Training Materials for Agencies	2 days	Tue 2/2/21	Wed 2/3/21	45
47			Create/Update Training Materials for Suppliers	2 days	Thu 2/4/21	Fri 2/5/21	46
48			Configuration of Production Site	20 days	Mon 2/1/21	Fri 2/26/21	22
49			<b>Preparation for Agency/Supplier Program Overview Sessions</b>	<b>5 days</b>	<b>Mon 2/1/21</b>	<b>Fri 2/5/21</b>	
50			Prepare Meeting Materials	2 days	Mon 2/1/21	Tue 2/2/21	40
51			Distribute Invitations to Agency Users	3 days	Wed 2/3/21	Fri 2/5/21	50
52			Distribute Invitations to Suppliers	3 days	Wed 2/3/21	Fri 2/5/21	50
53			<b>Transition Activities</b>	<b>5 days</b>	<b>Mon 2/1/21</b>	<b>Fri 2/5/21</b>	
54			Work with Agencies to Identify Transition Plan for Engaged Resources	5 days	Mon 2/1/21	Fri 2/5/21	21
55			<b>Agency/Supplier Program Overview Sessions</b>	<b>3 days</b>	<b>Mon 2/8/21</b>	<b>Wed 2/10/21</b>	
56			Host Agency Program Overview Sessions	2 days	Mon 2/8/21	Tue 2/9/21	51
57			Host Supplier Program Overview Session	1 day	Wed 2/10/21	Wed 2/10/21	51
58			<b>Prepare for Agency Workshops</b>	<b>2 days</b>	<b>Mon 2/15/21</b>	<b>Tue 2/16/21</b>	
59			Determine Participants	1 day	Mon 2/15/21	Mon 2/15/21	
60			Create Agenda(s)	1 day	Tue 2/16/21	Tue 2/16/21	59
61			Draft and Distribute Invitations to Agency Participants	3 days	Wed 2/17/21	Fri 2/19/21	60
62			Continue Reenrollment of Supplier Network	20 days	Mon 2/1/21	Fri 2/26/21	

Task		Inactive Summary		External Tasks	
Split		Manual Task		External Milestone	
Milestone		Duration-only		Deadline	
Summary		Manual Summary Rollup		Progress	
Project Summary		Manual Summary		Manual Progress	
Inactive Task		Start-only			
Inactive Milestone		Finish-only			
























# Exhibit K - Implementation Plan VA-210625-CAI




















ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors
63			Continue Configuration of Production Site	20 days	Mon 2/1/21	Fri 2/26/21	
64			<b>Project Management Activities - Feb 2021</b>	<b>20 days</b>	<b>Mon 2/1/21</b>	<b>Fri 2/26/21</b>	
65			Implementation Status Meetings	4 hrs	Fri 2/26/21	Fri 2/26/21	
66			Create/Distribute Status Report	4 hrs	Fri 2/26/21	Fri 2/26/21	
67			<b>Implementation Activities - Mar 2021</b>	<b>23 days?</b>	<b>Mon 3/1/21</b>	<b>Wed 3/31/21</b>	
68			<b>Conduct Agency Workshops</b>	<b>20 days?</b>	<b>Mon 3/1/21</b>	<b>Fri 3/26/21</b>	
69			Meet with Agencies	20 days	Mon 3/1/21	Fri 3/26/21	60,61
70			<b>Create Subcontractor Handbook</b>	<b>20 days?</b>	<b>Mon 3/1/21</b>	<b>Fri 3/26/21</b>	
71			Develop Handbook for Subcontractors	19 days	Mon 3/1/21	Thu 3/25/21	
72			Provide to CoVA for Review and Approval	1 day	Fri 3/26/21	Fri 3/26/21	71
73			Continue Creation of Training Materials	23 days	Mon 3/1/21	Wed 3/31/21	
74			<b>Schedule Training Sessions</b>	<b>3 days</b>	<b>Mon 3/29/21</b>	<b>Wed 3/31/21</b>	
75			Determine Training Methods and Coordinate Training	2 days	Mon 3/29/21	Tue 3/30/21	69
76			Distribute Training Invitations to Agency Users and Suppliers	1 day	Wed 3/31/21	Wed 3/31/21	75
77			<b>Transition Activities - Mar 2021</b>	<b>23 days</b>	<b>Mon 3/1/21</b>	<b>Wed 3/31/21</b>	
78			Work with Agencies to Identify Transition Plan for Engaged Resources	23 days	Mon 3/1/21	Wed 3/31/21	
79			<b>Project Management Activities - Mar 2021</b>	<b>23 days</b>	<b>Mon 3/1/21</b>	<b>Wed 3/31/21</b>	
80			Implementation Status Meeting	4 hrs	Wed 3/31/21	Wed 3/31/21	
81			Create/Distribute Status Report	4 hrs	Wed 3/31/21	Wed 3/31/21	
82			<b>Implementation Activities - April 2021</b>	<b>22 days</b>	<b>Thu 4/1/21</b>	<b>Fri 4/30/21</b>	

Task		Inactive Summary		External Tasks	
Split		Manual Task		External Milestone	
Milestone		Duration-only		Deadline	
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Inactive Task		Start-only			
Inactive Milestone		Finish-only			
























# Exhibit K - Implementation Plan VA-210625-CAI

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors
83			Provide CoVA with Feedback from Agency Workshops	4 hrs	Thu 4/1/21	Thu 4/1/21	69
84			Finalize Training Materials	5 days	Thu 4/1/21	Wed 4/7/21	73
85			<b>Conduct Training Sessions</b>	<b>17 days</b>	<b>Thu 4/8/21</b>	<b>Fri 4/30/21</b>	
86			Host Agency Training Sessions	12 days	Thu 4/8/21	Fri 4/23/21	84
87			Host Supplier Training Sessions	5 days	Mon 4/26/21	Fri 4/30/21	86
88			Continue Reenrollment of Supplier Network	22 days	Thu 4/1/21	Fri 4/30/21	
89			Continue Configuration of Production Site	22 days	Thu 4/1/21	Fri 4/30/21	
90			<b>Project Management Activities - April 2021</b>	<b>22 days</b>	<b>Thu 4/1/21</b>	<b>Fri 4/30/21</b>	
91			Implementation Status Meeting	4 hrs	Fri 4/30/21	Fri 4/30/21	
92			Create/Distribute Status Report	4 hrs	Fri 4/30/21	Fri 4/30/21	
93			<b>Implementation Activities - May 2021</b>	<b>21 days?</b>	<b>Mon 5/3/21</b>	<b>Mon 5/31/21</b>	
94			Distribute Training Materials to Agency Users and Suppliers	1 day	Mon 5/3/21	Mon 5/3/21	86,87
95			Continue Reenrollment of Supplier Network	21 days	Mon 5/3/21	Mon 5/31/21	
96			<b>Finalize Configuration of Production Site</b>	<b>11 days</b>	<b>Mon 5/3/21</b>	<b>Mon 5/17/21</b>	
97			Finalize Configuration of Production Site	10 days	Mon 5/3/21	Fri 5/14/21	
98			Production Signoff with Program Stakeholders	1 day	Mon 5/17/21	Mon 5/17/21	97
99			<b>Begin SOW Transitions</b>	<b>11 days?</b>	<b>Mon 5/17/21</b>	<b>Mon 5/31/21</b>	
100			Identify Projects for Transition	5 days	Mon 5/17/21	Fri 5/21/21	
101			Work with Subcontractors/Agencies to Transition and Appropriate Method (Change Request, Sunset,	6 days	Mon 5/24/21	Mon 5/31/21	100
102			<b>Initiate SOW Requalification Process</b>	<b>11 days</b>	<b>Mon 5/17/21</b>	<b>Mon 5/31/21</b>	

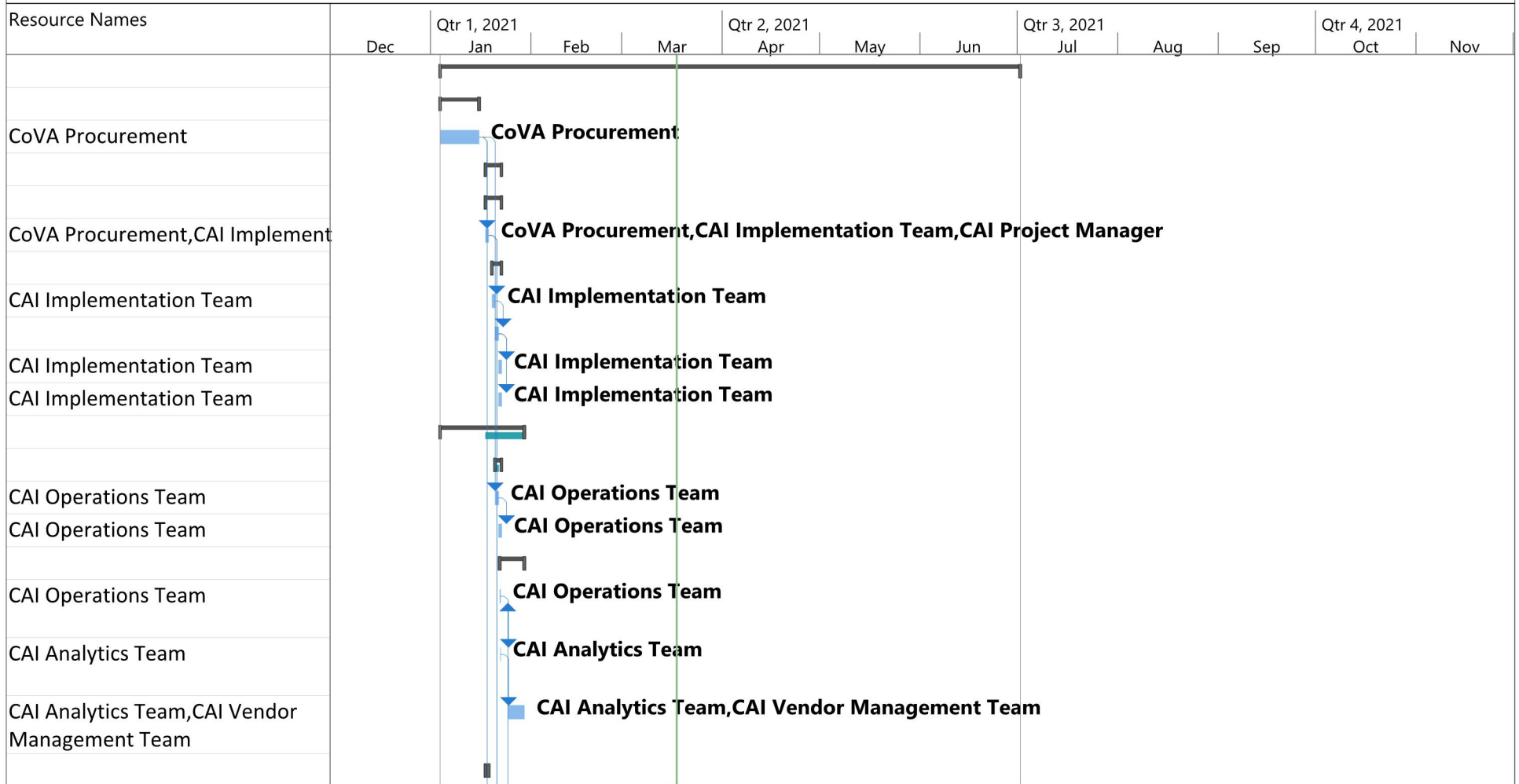
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Project Summary		Manual Summary		Manual Progress	
Inactive Task		Start-only			
Inactive Milestone		Finish-only			

# Exhibit K - Implementation Plan VA-210625-CAI

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors
103			Send SOW Questionnaire to Targeted Suppliers	1 day	Mon 5/17/21	Mon 5/17/21	
104			Track Responses	10 days	Tue 5/18/21	Mon 5/31/21	103
105			<b>Project Management Activities - May 2021</b>	<b>21 days</b>	<b>Mon 5/3/21</b>	<b>Mon 5/31/21</b>	
106			Implementation Status Meeting	4 hrs	Mon 5/31/21	Mon 5/31/21	
107			Create/Distribute Status Report	4 hrs	Mon 5/31/21	Mon 5/31/21	
108			<b>Implementation Activities - June 2021</b>	<b>22 days?</b>	<b>Tue 6/1/21</b>	<b>Wed 6/30/21</b>	
109			Continue SOW Transition Activities	22 days	Tue 6/1/21	Wed 6/30/21	101
110			Distribute Login Credentials to New Agency Users	3 days	Tue 6/1/21	Thu 6/3/21	
111			Continue Reenrollment of Supplier Network	22 days	Tue 6/1/21	Wed 6/30/21	
112			<b>Project Management Activities - June 2021</b>	<b>22 days</b>	<b>Tue 6/1/21</b>	<b>Wed 6/30/21</b>	
113			Implementation Status Meeting	4 hrs	Wed 6/30/21	Wed 6/30/21	
114			Create/Distribute Status Report	4 hrs	Wed 6/30/21	Wed 6/30/21	
115			Schedule First Quarterly Program Review Meeting	1 hr	Wed 6/30/21	Wed 6/30/21	
116			<b>New Program Go-Live</b>	<b>1 day</b>	<b>Thu 7/1/21</b>	<b>Thu 7/1/21</b>	

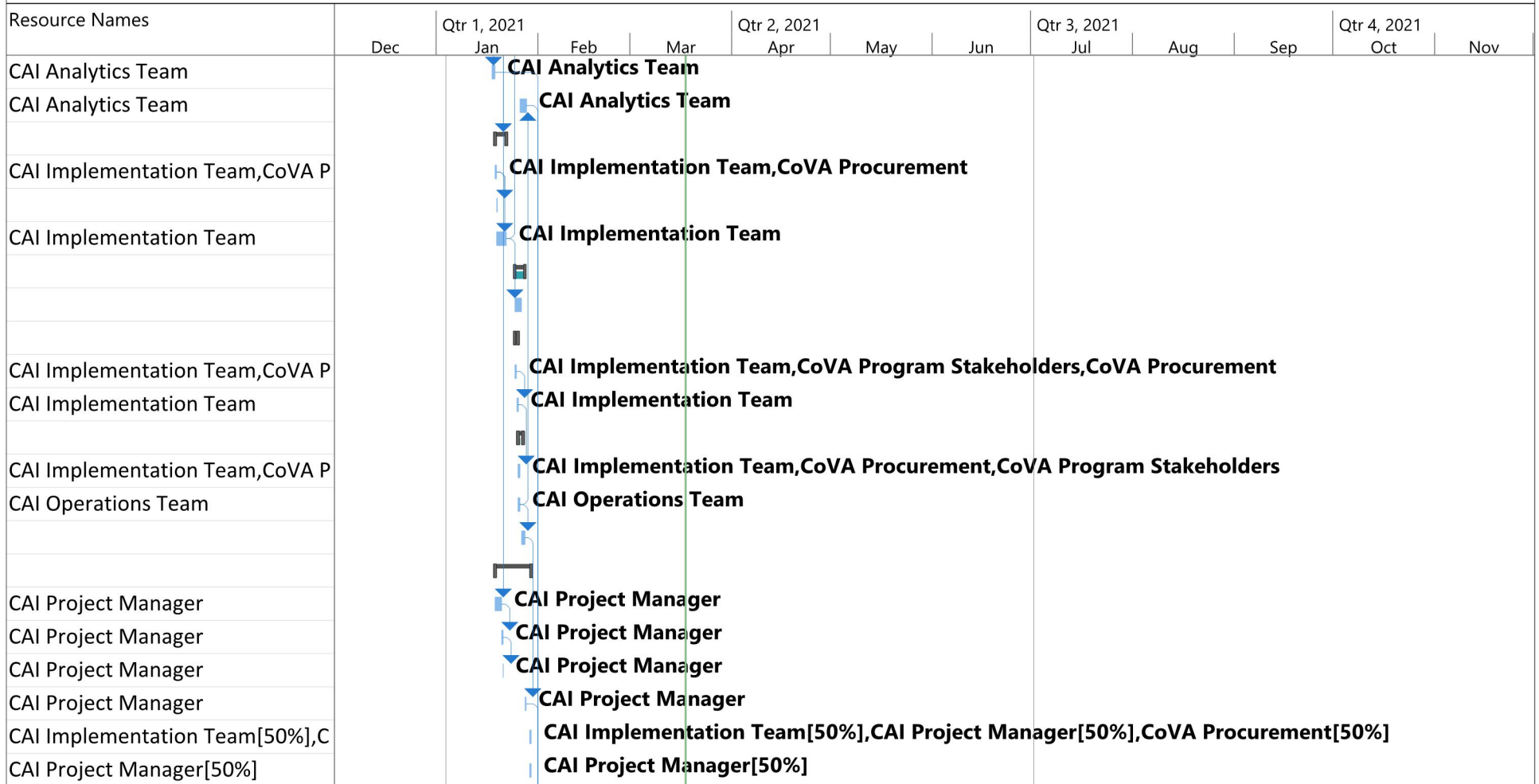
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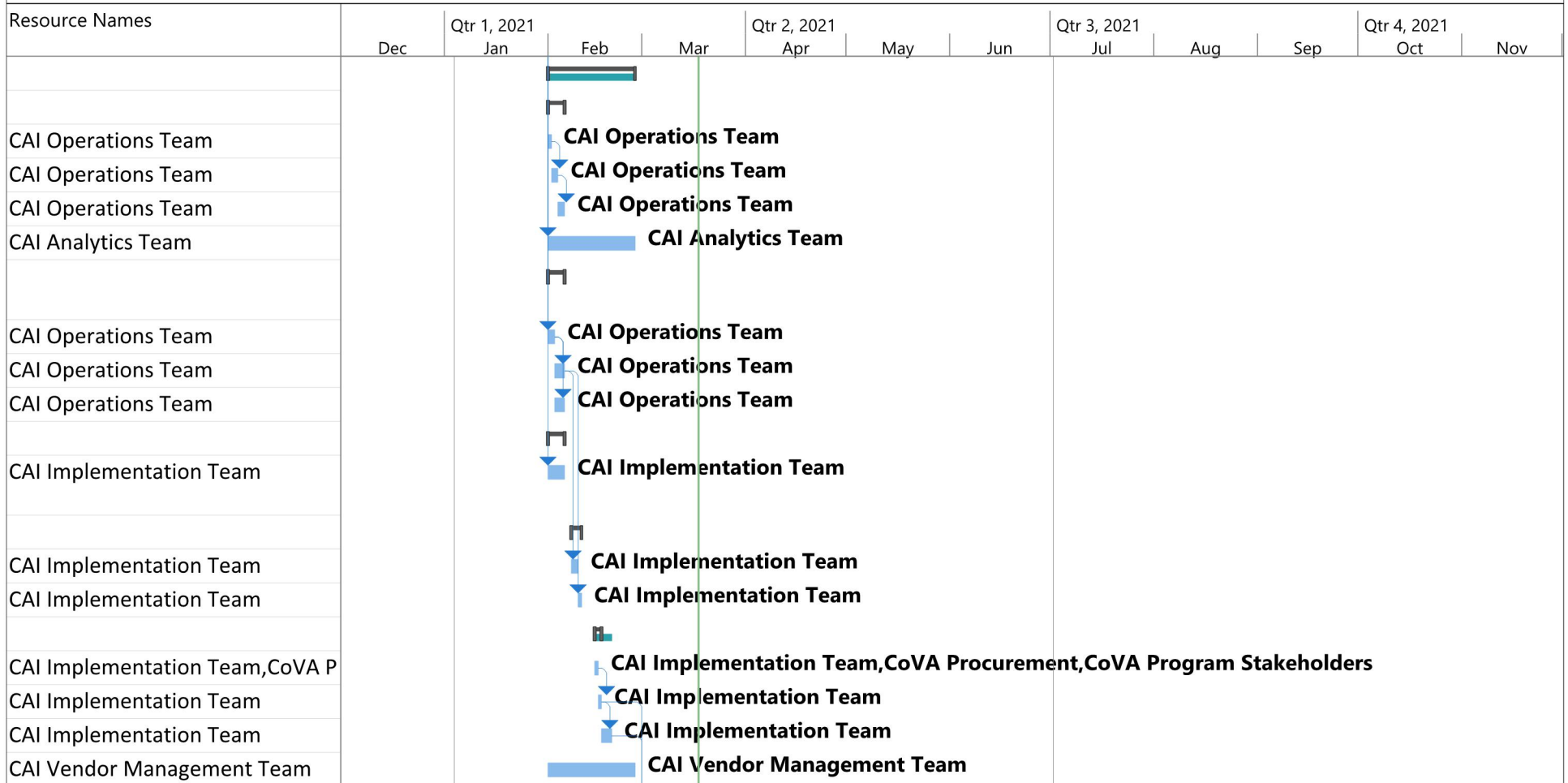
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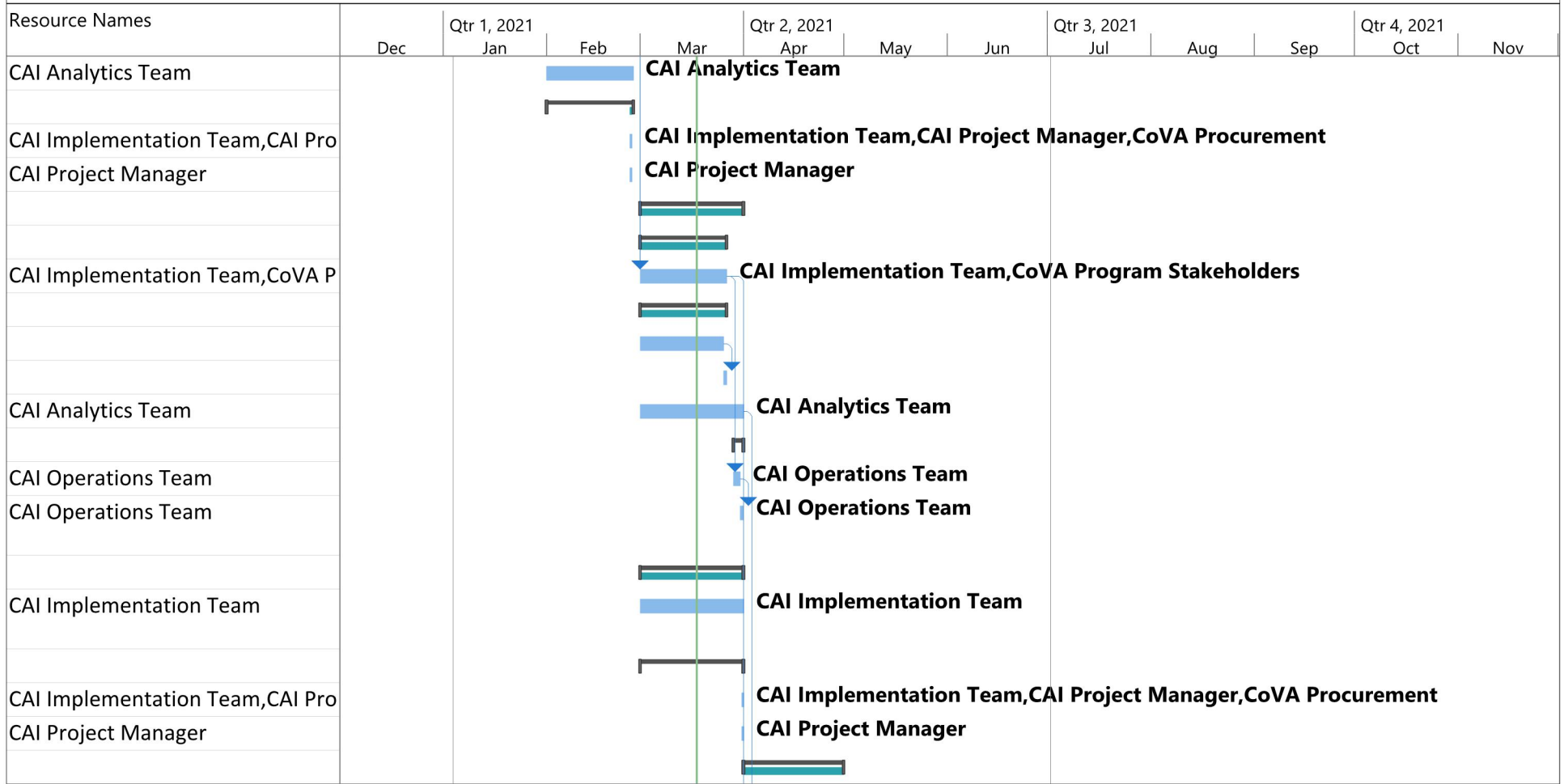


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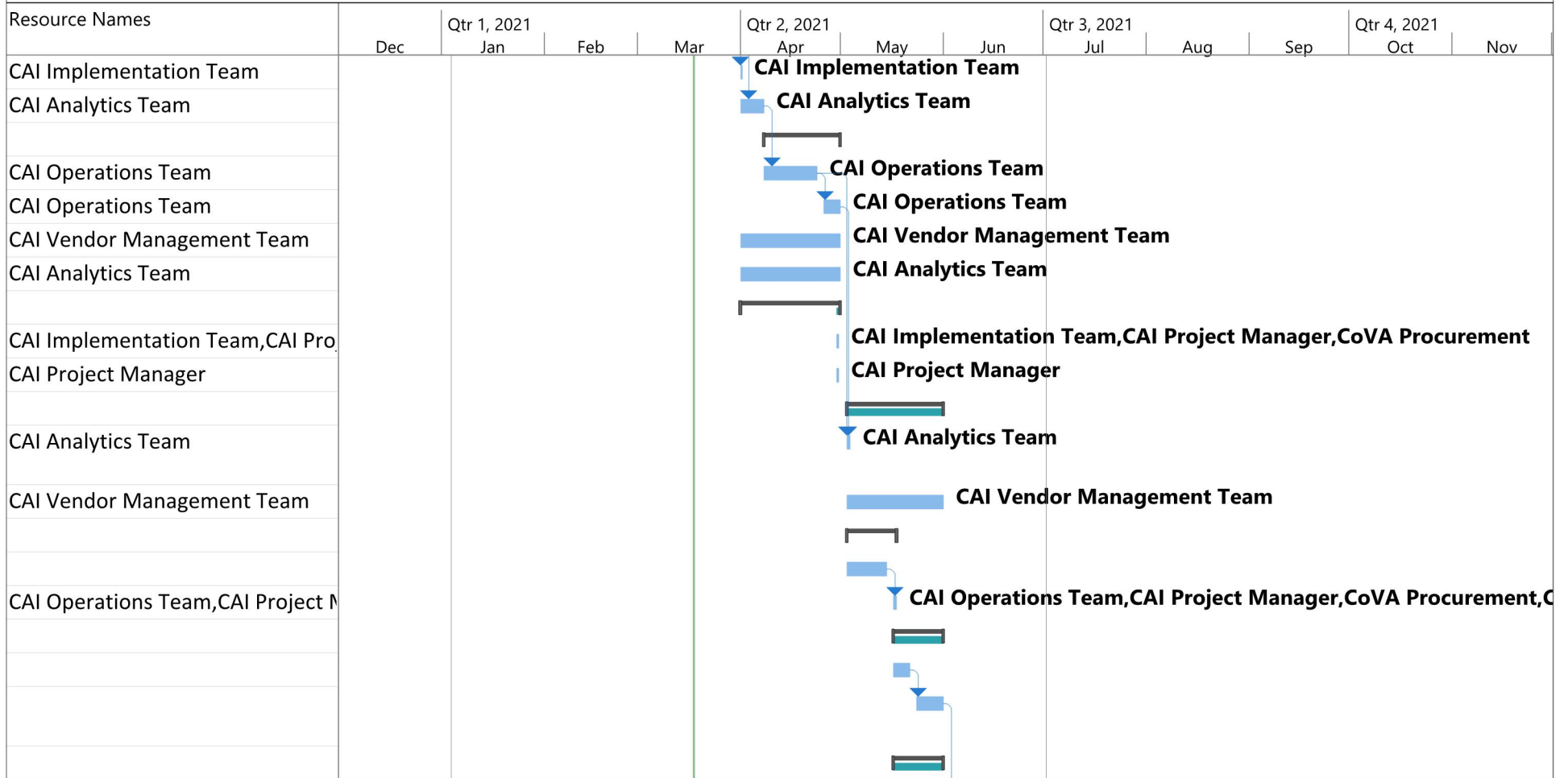
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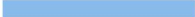

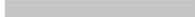
















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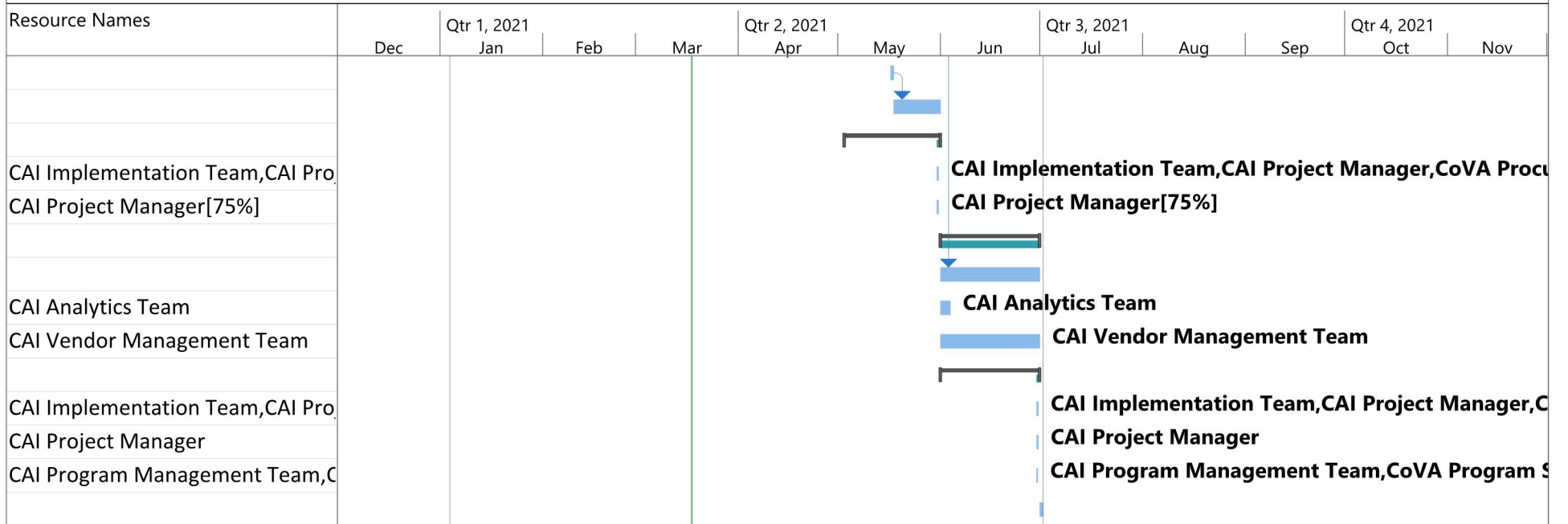
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# Exhibit K - Implementation Plan VA-210625-CAI



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