

Polaris GWAC Deliverables

The following table contains deliverables required under the Polaris Master Contract per paragraph F.6. Individual task orders may have additional deliverables specified in each task order by the issuing agency. The Government does not waive its right to request deliverables under the Master Contract, even if such requirements are not specifically listed in this table.

ID	SECTION	DELIVERABLE TITLE	FREQUENCY	DELIVER TO
1	G.5.1	Notification of Changes to Contractor Program Manager	Within five (5) business days of any change in the Program Manager or their contact information.	Designated Pool email address and Government Designated Reporting System (GDRS)
2	G.5.2	Notification of Changes to Contractor Contract Manager	Within five (5) business days of any change in the Contract Manager or their contact information.	Designated Pool email address and GDRS
3	G.7	Contractor GWAC Webpage	Within thirty (30) calendar days after the Notice to Proceed and periodic updates.	Contractor Webpage, Confirm completion to designated Pool email address
4	G.8.1	Establish a shared company email address	Within ten (10) calendar days after the Notice to Proceed.	Designated Pool email address
5	G.10.1	Attend Post-Award Orientation Conference	Once, following Notice to Proceed.	To be announced
6	G.10.2	Attend Program Management Review Meetings	Up to two (2) meetings per year.	To be announced
7	G.13.1	Polaris Task Order Award Notification	Within three (3) business days of task order award.	Designated Pool email address

ID	SECTION	DELIVERABLE TITLE	FREQUENCY	DELIVER TO
8	G.13.2	Task Order Award and Modification Data	Due by the 30th calendar day after the month in which the contract action was signed by the OCO.	GDRS
9	G.13.2	Invoice Data	Due by the 30th calendar day after the month in which the invoice(s) were paid by the client.	GDRS
10	G.13.2	Zero Invoice Data	Due by the 30th calendar day after the month in which no invoice(s) were paid by the client.	GDRS
11	G.13.2	CAF Remittance Data	CAF must be paid and reported within 30 calendar days after the end of each reporting quarter in which the invoice(s) were reported in the GDRS. Quarters are based upon a calendar year.	GDRS
12	G.13.2	Missing or Inaccurate Data	Data corrections are due within ten (10) calendar days of notification, or as directed by the GWAC Program.	GDRS
13	G.14	CAF Remittance	CAF must be paid within 30 calendar days after the end of each reporting quarter in which the invoice(s) were reported in the GDRS. Quarters are based upon a calendar year.	Pay.gov via the GDRS
14	G.15	GWAC Data Calls	Within three (3) business days of request unless specified otherwise.	Designated Pool email address

ID	SECTION	DELIVERABLE TITLE	FREQUENCY	DELIVER TO
15	G.16.2	Subcontract Reporting	By the 30 th calendar day after each contract year.	GDRS
15	G.16.2	Negative Reports	By the 30 th calendar day after each contract year.	Designated Pool email address
16	G.17.1	Cybersecurity Supply Chain Risk Management (C-SCRM) Plan Submission	Within 120 calendar days after notice to proceed and within thirty (30) calendar days after the end of each contract year.	Designated Pool email address or GDRS
17	G.18.1	Task Order Closeout Verification/Validation	Within six (6) months after the task order period of performance ends.	GDRS
18	G.19	Master Contract Closeout • Corrections requested to the GDRS data	Responses are due within ten (10) calendar days of the requested information.	GDRS

Polaris GWAC Designated Pool Email Addresses

SDVOSB Pool
HUBZone Pool
WOSB Pool
Small Business Pool

Polarissdvosb@gsa.gov
Polarishubzone@gsa.gov
Polariswosb@gsa.gov
Polarissb@gsa.gov