

Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)

**DATA REQUIREMENTS DESCRIPTION**  
(Based on JSC-STD-123)

<b>1a DRD Title:</b> Planning Data Set	<b>2. Date of Current Version</b> DRAFT March 28, 2012	<b>3a. DRD No.</b> MPIC-PC-01	<b>3b. RFP/Contract Number</b> NNJ12414367L
<b>1b. Data Type: 1</b>			<b>5. DRD Category</b> <input checked="" type="checkbox"/> Technical <input type="checkbox"/> Administrative <input type="checkbox"/> SR&QA
<b>4. Use</b> (Define need for, intended use of, and/or anticipated use of data)  Documents that control the Program Baseline and a logically singular repository of Program Baseline, strategic assessments, and Program planning data and information			
<b>6. References</b> (SOW, Clause, etc.)  White Paper: MPCV Approach to PP&C SOW 1.1.1.2		<b>7. Interrelationships</b> (e.g., with other DRDs)  DRD MPIC-PC-02, Performance Data Set DRD MPIC-PC-03, Performance Measures DRD MPIC-PC-04, Integrated Analysis	

**8. PREPARATION INFORMATION**

**SCOPE:** The Planning Data Set is a logically singular repository of official planning information that is accessible by authorized Program participants, including the Prime Contractor, Prime Contractor subcontractors, NASA participating organizations (aka Non-Prime) and Partners, as applicable. The Planning Data Set shall support data exchange throughout the MPCV Program and its operating environment and shall support data reporting throughout the Program including to Headquarters.

**CONTENT:** The Planning Data Set is comprised of controlled documents and planning data products. Controlled documents are those that support the Program Baseline and include: 1) Program Plan; 2) WBS Tree and Data Dictionary; 3) Flight Test One and Ascent Abort 2 Flight Test Objectives; and when available, 4) individual plans for Life Cycle and Key Decision Point reviews. Planning Data Products are, as a minimum: 1) Program Baseline; 2) strategic assessments; 3) Program Baseline attributes including implementation plans, interim product milestones and program events, loss of crew (LOC) and loss of mission (LOM) risks, and assumptions; 4) Program Master Schedule and schedules for CAMs, and 5) estimates of cost or of ranges of costs to include Life Cycle Cost (LCC) and Estimate At Completion (EAC) along with Joint Cost and Schedule Confidence Level (JCL), when applicable.

**FORMAT:** The Planning Data Set shall operate on existing MPCV information technology systems and operating environments, including ICE. Individual items of content shall be linked into the Planning Data Set and not re-hosted. Copy is prohibited. Re-hosting can be accomplished only if initiated by its Data Authority and follows MPCV IT procedure.

**9. OPR:** Controlled documents have an Office of Primary Responsibility. Similarly, data and information comprising the Planning Data Set has a Data Authority responsible for data accuracy and integrity. The NASA Responsible Official (NRO) is the Lead for the Planning function within the Program Planning and Control Office of the MPCV Program Office.

**Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)**

**10. DELIVERY:** Planning Data Products are submitted as input to the Planning Data Set. Data Reports are presented at the PP&C Monthly Review meeting. Documents are maintained by the MPCV Program Configuration Management function.

<u>Data Products</u>	<u>Frequency of Submission</u>
1. Review and Recommendations Report	30 Days after award then annual
2. Documentation and 3 <sup>rd</sup> -Party certification of the processes used to perform the Planning function	Annual
3. Planning Data Products	Monthly except as noted
a. Program Baseline	Annual
b. Strategic Assessments	As Requested
c. Program Baseline Attributes	
i. Implementation Plans	
ii. Program Master Schedule and CAM schedules	
iii. Interim milestones and events	
iv. LOC and LOM risks (minimum)	
iv. Technical, Schedule and Cost Assumptions	
d. Cost Estimates of LCC and EAC with JCL (minimum)	As Requested
4. Controlled Documents (minimum)	Annual
a. Program Plan	
b. WBS Tree and Data Dictionary	
c. Flight Test One and Ascent Abort 2 Flight Test Objectives	
5. Presentations	Monthly
 <u>Data Report</u>	
Planning Data Set content	Monthly
Use metrics	Monthly

**Additional Submissions**

1. Data content can be impacted by direction from Headquarters, the results of Program Reviews and the results of the annual Program Planning, Budget and Execution (PPB&E) Submit. The content of the Planning Data Set shall be updated as new data becomes available, quarterly following Program Reviews-as applicable, and annually to capture revisions to Program Data Products and documents resulting from PPB&E. As a minimum, annual refresh is required.
2. Update controlled documents associated with the Program Baseline and release through the MPCV configuration management function.

**11. MAINTENANCE:** The contractor shall provide access to all content within the Planning Data Set through a single Graphical User Interface (GUI) operational on MPCV Program information technology resources. The GUI shall provide an inventory of data content and permit selection and downloading for local use.

**12. COPIES:** Data products will be delivered directly to the Planning Data Set as data elements and integrated with existing content. Electronic copy of controlled documents will be submitted to the PP&C CM function for loading into Program information systems.

**13. REMARKS/INSTRUCTIONS**

1. Review the existing Planning Data Set content and delivery system. Within 30 days after contract award, report findings and recommendations for improvement; and report the identification of user metrics that will be used to measure and report effectiveness. Provide examples of a) any new data items recommended for inclusion into the Planning Data Set and b) of the use metrics that will be reported. Repeat review and recommend annually, as a minimum.

Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)

2. Review the processes used to perform the planning function and to develop the Planning Data Products, and recommend improvement to include incorporation of CMMI Best Practices. Document processes and obtain and maintain 3<sup>rd</sup>-Party certification.

**Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)**

**DATA REQUIREMENTS DESCRIPTION  
(Based on JSC-STD-123)**

<b>1a DRD Title:</b> Performance Data Set	<b>2. Date of Current Version</b> DRAFT March 28, 2012	<b>3a. DRD No.</b> MPIC-PC-02	<b>3b. RFP/Contract Number</b> NNJ12414367L
<b>1b. Data Type: 1</b>			<b>5. DRD Category</b> <input checked="" type="checkbox"/> Technical <input type="checkbox"/> Administrative <input type="checkbox"/> SR&QA
<b>4. Use</b> (Define need for, intended use of, and/or anticipated use of data)  Logically singular repository of past, current and future Program performance data and information			
<b>6. References</b> (SOW, Clause, etc.)  White Paper: MPCV Approach to PP&C SOW 1.1.1.3 A, B, C		<b>7. Interrelationships</b> (e.g., with other DRDs)  DRD MPIC-PC-01, Planning Data Set DRD MPIC-PC-03, Performance Measures DRD MPIC-PC-04, Integrated Analysis	

**8. PREPARATION INFORMATION**

**SCOPE:** The Performance Data Set is a logically singular repository of technical, schedule, cost performance data and information that is accessible by all authorized Program participants, including the Prime Contractor, Prime Contractor subcontractors, NASA participating organizations (aka Non-Prime) and Partners, as applicable. The Performance Data Set shall support data exchange throughout the MPCV Program and its operating environment and shall support data reporting throughout the Program including to Headquarters.

**CONTENT:** The Performance Data Set contains information reported by Program Suppliers via the Data Management function; information extracted from Supplier presentations via data mining; functional data products; forecasts; independent assessments; and the results of integrated analysis. Supplier is a term of reference for the collective of contractors, NASA Centers, other Government Agencies and partners providing Program content. Suppliers report performance information in accordance with Contract and Agreement Data Requirements Descriptions (DRDs) which includes as a minimum: 1) business rhythm, 2) financial, workforce and subcontract reports, 3) Integrated Master Schedule (IMS), 4) Earned Value Management, 5) Risk, and 6) quality audit reports. Information obtained by data mining are technical, schedule and cost data determined to be of value by MPIC personnel for assessing current and future Program performance. The performance measures Functional Data Products, forecasts and independent assessments are defined by DRD MPIC-03. Integrated analysis is defined by DRD MPIC-PC-04.

**FORMAT:** The Performance Data Set shall operate on existing MPCV information technology systems and operating environments, including ICE. Individual items of content shall be linked into the Performance Data Set and not re-hosted. Copy is prohibited. Re-hosting can be accomplished only if initiated by its Data Authority and follows MPCV IT procedure.

- 9. OPR:** Content comprising the Performance Data Set has a Data Authority responsible for data accuracy and integrity. The Responsible NASA Official (NRO) is the Lead for the Monitoring and Control function within the Program Planning and Control Office of the MPCV Program Office.

Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)

**10. DELIVERY:** Data Products are submitted as input to the Performance Data Set. Data Reports are presented at the PP&C Monthly Review meeting.

<u>Data Products</u>	<u>Frequency of Submission</u>
1. Review and Recommendations Report	30 Days after award then annual
2. Documentation and 3 <sup>rd</sup> -Party certification of the processes used for data capture and mining	Annual
3. Supplier Data Reports	Monthly
a. Business Rhythm	
b. Financial, workforce and subcontract reports	
c. Integrated Master Schedule	
d. Earned Value Management reports	
e. Risk reports	
f. Quality Audit reports (e.g., from DCMA)	
4. Data obtained from Mining	Monthly
a. Technical	
b. Schedule	
c. Cost	
5. Presentations	Monthly
 <u>Data Report</u>	
Performance Data Set content	Monthly
Use metrics	Monthly

**Additional Submissions**

The content of the Performance Data Set shall be updated as monthly following Supplier data product submissions and quarterly following Program Reviews.

**11. MAINTENANCE:** The contractor shall provide access to all content within the Planning Data Set through a single Graphical User Interface (GUI) operational of MPCV Program information technology resources. The GUI shall provide an inventory of data content and permit selection and downloading for local use.

**12. COPIES:** Data products will be delivered directly to the Performance Data Set as data elements and integrated with existing content.

**13. REMARKS/INSTRUCTIONS**

1. Review the existing Performance Data Set content and delivery system. Within 30 days after contract award, report findings and recommendations for improvement; and report the identification of metrics that will be used to measure and report effectiveness. Provide examples of a) any new data items recommended for inclusion into the Performance Data Set and b) of the metrics that will be reported. Repeat review and recommend annually.
2. Review the processes used to capture supplier data reports and to mine performance data from presentations and briefings, and recommend improvement to include incorporation of CMMI Best Practices. Document processes and obtain and maintain 3<sup>rd</sup>-Party certification.
3. Capture data reported by the Prime contractor and by Non-Prime suppliers and incorporate into the Performance Data Set.
4. In the performance of SOW WBS Element 1.2, 1.6 and 1.10, obtain source documents that contain Program performance data not otherwise reported; review and extract information; and incorporate it to data already stored in the Performance Data Set. Maintain traceability and integrity for data and information extracted and used.

**Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)**

**DATA REQUIREMENTS DESCRIPTION  
(Based on JSC-STD-123)**

<b>1a DRD Title:</b>  Performance Measures  <b>1b. Data Type: 1</b>	<b>2. Date of Current Version</b>  DRAFT March 28, 2012	<b>3a. DRD No.</b>  MPIC-PC-03	<b>3b. RFP/Contract Number</b>  NNJ12414367L
<b>4. Use</b> (Define need for, intended use of, and/or anticipated use of data)  Data and information that characterizes past, current and future Program performance			<b>5. DRD Category</b> <input checked="" type="checkbox"/> Technical <input type="checkbox"/> Administrative <input type="checkbox"/> SR&QA
<b>6. References</b> (SOW, Clause, etc.)  White Paper: MPCV Approach to PP&C SOW 1.1.1.3 D, E, F		<b>7. Interrelationships</b> (e.g., with other DRDs)  DRD MPIC-PC-01, Planning Data Set DRD MPIC-PC-02, Performance Data Set DRD MPIC-PC-04, Integrated Analysis	

**8. PREPARATION INFORMATION**

**SCOPE:** Performance measures are reports of current and forecast Program-wide technical, schedule and cost performance. There are three individual measures: 1) Functional Data Products, 2) Forecasts and 3) Independent Assessments. Functional Data Products capture and report variance calculated by comparing actual, as reported by a Program contractor or NASA participating organization, with planned performance for that function as represented by data in the Planning Data Set (MPIC-PC-01). Variance for an assumption is an assessment of its continuing viability along with an identification of impacts to Program performance, if current viability is different than initially thought. Variance for risk is identification of any changes in technical, schedule, or cost risk since the last reporting period along with an assessment of impact. Functional Data Products are historic and are applicable for the time period for which 'actual' values were reported. Forecasts are statements of alternative future performance based on extrapolations of, or projections on, past and current values of Functional Data Products (trends). Independent Assessments are characterizations of alternative future performance developed by alternative methodologies such as identifying critical flight-product elements and subsystems, and tracking actual development compared to planned development.

**CONTENT:** Functional Data Products are, as a minimum: 1) cost and workforce variance reports, 2) schedule variance reports, 3) flight product development (schedule) discrepancy reports, 4) Earned Value Management (EVM) assessment reports, 5) risk assessment reports, and 6) assumption validity reports. Forecasts are estimates of technical, schedule and cost performance for the next reporting period, and for completion (i.e., verify cost estimate at completion). Independent Assessments characterize expected technical, schedule and cost performance by examination of the development status of critical key component parts that drive assembly complete.

**FORMAT:** Performance Measures are content in the Performance Data Set.

9. **OPR:** The NASA Responsible Official (NRO) for technical functional data products and for forecasts and independent assessments is the Lead for Monitor and Control in the PP&C Office. The NRO for Schedule functional products and for integrated cost and schedule products (EVM and IMS) is the Lead for Planning in the PP&C Office. The NRO for (cost) Resource functional products is the JSC Resources Management Office (RMO) matrix to the Manager of the PP&C Office.

**Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)**

**10. DELIVERY:** Data Products are submitted as input to the Performance Data Set. Data Reports are presented at the PP&C Monthly Review meeting.

<u>Data Products</u>	<u>Frequency of Submission</u>
1. Review and Recommendations	30 Days after award then annual
2. Documentation and 3 <sup>rd</sup> -Party certification of the processes used for data products, forecasts and assessments	Annual
3. Functional Data Products	Monthly
a. Cost and workforce variance reports	
b. Program Master Schedule	
c. Schedule variance report	
d. Schedule reports for CAMs	
e. Earned Value assessments report	
f. Assumption validity report	
g. Risk assessment report	
4. Forecasts of technical, schedule and cost performance	Monthly
5. Independent assessments of technical, schedule and cost performance	Monthly
6. Presentations	Monthly
 <u>Data Report</u>	
Content in Performance Data Set Report	Monthly

**Additional Submissions**

Performance measures shall be updated monthly following Supplier data product submissions and quarterly following Program Reviews.

**11. MAINTENANCE:** The contractor shall provide access to the Performance Measures through the Graphical User Interface for the Performance Data Set.

**12. COPIES:** Data products will be delivered directly to the Performance Data Set as data elements and integrated with existing content.

**13. REMARKS/INSTRUCTIONS**

1. Review functional data products with each respective NRO. Within 30 days after contract award, report findings and recommendations for improvement along with metrics proposed to measure and track operational effectiveness of the functional data products in characterizing current and future Program performance. Provide examples of a) any new functional data products recommended for inclusion into the Performance Data Set and b) of the metrics that will be reported. Repeat review and recommend annually, as a minimum.
2. Review the processes used to develop functional data products and recommend improvement to include incorporation of CMMI Best Practices. Document processes and obtain and maintain 3<sup>rd</sup>-Party certification.

Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)

3. Capture cost and workforce functional data products from the RMO and store in the Performance Data Set
4. Using planning and reported data develop schedule variance and discrepancy reports and EVM, assumption, and risk assessment reports; and store in the Performance Data Set.
5. Forecast future technical, schedule, and cost performance and store in the Performance Data Set
6. Obtain independent assessment of current and future technical, schedule, and cost performance, including those provided by the Government, and store in the Performance Data Set.

Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)

**DATA REQUIREMENTS DESCRIPTION**  
(Based on JSC-STD-123)

<b>1a DRD Title:</b>  Integrated Analysis  <b>1b. Data Type: 1</b>	<b>2. Date of Current Version</b>  DRAFT April 9, 2012	<b>3a. DRD No.</b>  MPIC-PC-04	<b>3b. RFP/Contract Number</b>  NNJ12414367L
<b>4. Use</b> (Define need for, intended use of, and/or anticipated use of data)  Identify and display threats to Program performance to inform the Program manager and to focus discussions and decision making to performance issues			<b>5. DRD Category</b> <input checked="" type="checkbox"/> Technical <input type="checkbox"/> Administrative <input type="checkbox"/> SR&QA
<b>6. References</b> (SOW, Clause, etc.)  White Paper: MPCV Approach to PP&C SOW 1.1.1.3 G, H		<b>7. Interrelationships</b> (e.g., with other DRDs)  DRD MPIC-PC-01, Planning Data Set DRD MPIC-PC-02, Performance Data Set DRD MPIC-PC-03, Performance Measures	

**8. PREPARATION INFORMATION**

**SCOPE:** Integrated Analysis provides a summary of the current status and forecast performance of the overall Program with regard to technical, schedule, and cost plans and commitment made to the Agency by the Program Manager. Integrated Analysis is performed by PP&C and contractor staff. Results are reviewed with the Control Account Managers to solicit insights and to obtain feedback. Following coordination, results are presented to the Program Manager at quarterly, monthly and weekly Review Forums. Feedback from the Program Manager is used to continually improve content and format.

**CONTENT:** An integrated analysis produces a characterization of current and future Program-wide performance that informs management of where the program is at risk of 1) meeting its objectives, 2) complying with work product plans, or 3) exceeding allocated budgets. Performance Measures (MPIC-PC-03) including Functional data Products, Forecasts of future performance, and Independent Assessments are all integrated to produce a characterization of Program-wide performance. Independent Analysis is performed monthly following the PP&C led review of business rhythm and reported performance. Results are documented as direction and Guidelines for Prime Contractor and Supplier content to be provided at the next Quarterly Program Performance Review (QPPR). The results of Integrated Analysis are reviewed and revised monthly based on information reported by the Prime Contractor and NASA participating organizations in accordance with contract and agreement Data Requirements Descriptions.

**FORMAT:** The results of an Integrated Analysis are content in the Performance Data Set.

- 9. OPR:** The NASA Responsible Official is the Lead for the Monitor and Control function within the Program Planning and Control Office of the MPCV Program Office.

**Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)**

**10. DELIVERY:** Data Reports identifying threats, rationale and recommendations are presented at the PP&C Monthly Review meeting for review and update, to the Program Manager at the Quarterly Program Performance Review (QPPR), and as requested to the Weekly Orion Program Schedule Review (OPSR).

**Data Products**

1. Review and Recommendations
2. Integrated Analysis Results
3. Presentations

**Frequency of Submission**

- 30 Days after award then annual  
Monthly  
Monthly

**Data Reports**

- |   |           |
|---|-----------|
| Content in Performance Data Set Report      | Monthly   |
| Direction and Guidelines for QPPR           | Quarterly |
| Presentations to inform the Program Manager | Quarterly |

**Additional Submissions**

Integrated Analysis shall be performed monthly following updates to any or all Functional Data Products, forecasts and independent Assessments; or as requested by the OPR.

**11. MAINTENANCE:** The contractor shall provide access to the results of integrated Analysis through the Graphical User Interface for the Performance Data Set.

**12. COPIES:** Data products will be delivered directly to the Performance Data Set as data elements and integrated with existing content. Presentations shall be delivered to the data systems used to support the QPPR and OPSR.

**13. REMARKS/INSTRUCTIONS**

- 1 Together with the NRO, perform Integrated Analysis and format results for review with CAMs and for presentation to the Program Manager; prepare direction and Guidelines for quarterly submission of performance data by Program suppliers; and capture and store results in the Performance Data Set.
2. Together with the NRO, present the results of Integrated Analysis to Program management and obtain feedback on content and value. Improve subsequent versions of integrated analysis based on feedback received. Include feedback and improvements in user metrics.

**Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)**

**DATA REQUIREMENTS DESCRIPTION  
(Based on JSC-STD-123)**

<b>1a DRD Title:</b> Professional Services	<b>2. Date of Current Version</b> DRAFT March 28, 2012	<b>3a. DRD No.</b> MPIC-PC-05	<b>3b. RFP/Contract Number</b> NNJ12414367L
<b>1b. Data Type: 1</b>		<b>4. Use</b> (Define need for, intended use of, and/or anticipated use of data)  Support the operation of the MPCV Program Office	
<b>5. DRD Category</b> <input checked="" type="checkbox"/> Technical <input type="checkbox"/> Administrative <input type="checkbox"/> SR&QA		<b>6. References</b> (SOW, Clause, etc.)  White Paper: MPCV Approach to PP&C SOW 1.1.2	
<b>7. Interrelationships</b> (e.g., with other DRDs)  DRD MPIC-PC-01, Planning Data Set DRD MPIC-PC-02, Performance Data Set DRD MPIC-PC-03, Performance Measures DRD MPIC-PC-04, Integrated Analysis			

**8. PREPARATION INFORMATION**

**SCOPE:** Professional services are performed at the MPCV Program Office at the Johnson Space Center, but extend to program participants throughout the United States.

**CONTENT:** Six services are required: 1) configuration management including meeting support, 2) data management including records management, 3) risk management, 4) information technology management, 5) security management, and 6) supplier management. Configuration Management identifies, controls, statuses, and verifies the consistency of a product and its attributes performance, functional, and physical characteristics. Meeting Support plans and coordinates logistics for meetings including teleconference, WebEx, room locations, running the meeting, etc. Data Management is the systematic collection, organization, and processing of information in order to provide content securely to stakeholders and consumers. Records Management identifies, classifies, archives, preserves, and destroys Program records. Information Technology Management manages all the technology resources of the Program in accordance with its needs and priorities. These resources may include computer hardware, software, data, and networks. Security Management involves asset management, physical security and human resource safety functions. It entails the identification of an organization's information assets and the development, documentation and implementation of policies, standards, procedures, and guidelines. Supplier Management includes responsibility for completing Internal Task Agreements with NASA participating organizations annually.

**FORMAT:** Processes shall be documented in a manner that shows roles, responsibilities and interdependencies

- 9. OPR:** The NASA Responsible Official (NRO) is the Lead for Data Management w/ information systems & technology. Each service is currently being performed and each has a defined process—and with some instructions detailing how work is performed.

**Multi-Purpose Crew Vehicle (MPCV) Program  
Integration Contract  
(MPIC)**

**10. DELIVERY:** Use Metrics for the level and quality of professional services delivered for the month and for the period of the Task Order shall be presented at the PP&C Monthly Review meeting.

<u>Data Products</u>	<u>Frequency of Submission</u>
1. Documentation and 3 <sup>rd</sup> -Party certification of the services processes used incorporating Best Practices	Annual
a. Configuration Management	
b. Meeting Support	
c. Data Management	
d. Records Management	
e. Risk Management	
f. Information Technology Management	
g. Supplier Management	
h. Security Management	

<u>Data Reports</u>	<u>Frequency of Submission</u>
Use Metrics Reports	Monthly
Security Management Reports	Annual
IT Management Reports	As Requested

**Additional Submissions**  
None

**11. MAINTENANCE:** Use Metrics and service reports (e.g., security, etc) shall be maintained by the contractor for review by the government

**12. COPIES:** Presentations shall be delivered to the data systems used to support the PP&C Monthly Review meeting.

**13. REMARKS/INSTRUCTIONS**

1. Review the processes used to perform each of the above professional services in the scope currently addressed by the Program. Within 30 days after contract award recommend improvement to include incorporation of CMMI Best Practices. Document processes and obtain and maintain 3<sup>rd</sup>-Party certification.
2. Review the metrics used to characterize and report volume and quality of services provided; recommend changes for approval by the Government; and implement approved changes.
3. Provide services and report metrics monthly at the PP&C Review.
4. Provide Security Management products including:
  - a. Technology Protection Plans, Reports and Presentations: IT Security; Counterintelligence; Counterterrorism; and Threat and Vulnerability Assessments
  - b. Physical Security and Facility Management
  - c. Security Validation Reports
5. Provide Information Technology Management Reports for Property and Equipment TBD