

NEW AND REVISED PROVISIONS AND CLAUSES  
Covering changes that have occurred after release of the March 2011 version of the PGI  
(from PAB 2011-04 and onward)

**Provision/Clause Number and Title**  
**(Click on the provision/clause number to see the full text)**

- 7.3.2-15**      **Mission Capability – Proposal Instructions (March 2011)**
- 7.5.6-5**      **Subcontracting Plan Compliance (March 2011)**
- 7.5.6-6**      **Evaluation of Subcontracting Plan (March 2011)**

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Full text versions of the provisions/clauses are on the following pages

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**BELOW ARE FULL TEXT VERSIONS OF THE PROVISIONS & CLAUSES**

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**7.3.2-15 Mission Capability - Proposal Instructions (March 2011)**

**Prescription:**

Per PGI 3.112 and PGI 3.218, insert provision 7.3.2-15, *Mission Capability - Proposal Instructions*, in solicitations when mission capability will be evaluated. Include paragraphs (b), (c), and/or (d), when applicable.

**Provision:**

(a) The Mission Capability Volume must include the information described below. Do not include any pricing information in this volume. Offerors must submit an original and \_\_\_\_\_( ) copies of the Mission Capability Volume. The Mission Capability Volume should be specific and complete. Legibility, clarity and coherence are very important. Your responses will be evaluated against the Mission Capability rating criteria defined in the provision of this solicitation *Evaluation of Mission Capability*. Using the instructions provided below, provide as specifically as possible the actual methodology you would use for accomplishing/satisfying these subfactors. Do not merely reiterate the objective or reformulate the requirements specified in the solicitation.

The proposal must address the following:

- Subfactor 1. (For example Management Plan) (\_\_\_\_\_ page maximum)
- Subfactor 2. (For example Technical Approach) (\_\_\_\_\_ page maximum)
- Subfactor 3. (For example Key Personnel)(\_\_\_\_\_ page maximum)

[USE ONE OF THE VERSIONS OF (b) BELOW IF FDIC INFORMATION MAY BE PROCESSED OR STORED OFF-SITE IN A NON-FDIC FACILITY (E.G. CONTRACTOR PERSONNEL WORK FROM THEIR COMPANY OFFICE OR A SERVICE PROVIDER PROCESSES FDIC DATA AT THEIR LOCATION).

- IT SECURITY PLAN: USE THIS VERSION OF (b) WHEN THE INFORMATION MAY BE BOTH ELECTRONIC AND PAPER FORM.

- PHYSICAL/ENVIRONMENTAL SECURITY PLAN: USE THIS VERSION OF (b) WHEN THE INFORMATION WILL BE PAPER FORM ONLY.]

(b) IT Security Plan.

The offeror must provide an IT Security Plan as a separate section of the Mission Capability volume. The IT Security Plan must describe the controls, processes, procedures and training of personnel that the Contractor will

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follow to ensure appropriate security of FDIC information. A template to assist with the format and documentation requirements of the IT Security Plan is available at the FDIC website:

([www.fdic.gov/buying/goods/acquisition/index.html](http://www.fdic.gov/buying/goods/acquisition/index.html)). In lieu of using the template, the offeror may modify and submit its existing IT Security Plan, provided the modified Plan accommodates the requirements of the FDIC. Also, in place of an IT Security Plan, the Contractor may provide a copy of any information technology-based, independent security audit or review covering the systems on which and the facilities where FDIC information will be processed and stored. Examples would include a "Statement on Auditing Standards No. 70 Type II (SAS 70 Type II)" or "International Organization for Standards/International Electro-technical Commission 17799 Assessment (ISO/IEC 17799)."

### (b) Physical/Environmental Security Plan.

The offeror must provide a Physical/Environmental Security Plan as a separate section of the Mission Capability volume. The Physical/Environmental Security Plan must describe the controls, processes, procedures and training of personnel that the Contractor will follow to ensure appropriate security of FDIC information. A template to assist with the format and documentation requirements of the Physical/Environmental Security Plan is available at the FDIC website:

([www.fdic.gov/buying/goods/acquisition/index.html](http://www.fdic.gov/buying/goods/acquisition/index.html)). The template document on this website is entitled "IT Security Plan Template". However, the offeror must complete only the cover page, index, executive summary, and Section 2.1.6, Physical and Environmental Protection (PE). In lieu of using the template, the offeror may modify and submit its existing Physical/Environmental Security Plan, provided the modified Plan accommodates the requirements of the FDIC. Also, in place of a Physical/Environmental Security Plan, the Contractor may provide a copy of any independent security audit or review covering the systems on which and the facilities where FDIC information will be processed and stored. Examples would include a "Statement on Auditing Standards No. 70 Type II (SAS 70 Type II)" or "International Organization for Standards/International Electro-technical Commission 17799 Assessment (ISO/IEC 17799)."

[USE (c) BELOW IF SUBCONTRACTING IS PERMITTED.]

(c) Subcontracting Plan. The offeror must provide a subcontracting plan for any portion of the work proposed to be subcontracted. Offerors are encouraged to subcontract with Minority or Woman Owned Business (MWOBs) and Small Disadvantaged Business (SDBs).

The subcontracting plan must provide at least the following;

- (1) Name, address and Dun and Bradstreet Number (DUNS) of the subcontractor;
- (2) Summary of capabilities of the subcontractor;
- (3) Description of roles of Key Personnel of the subcontractor;
- (4) Estimated percentage of work to be performed by the subcontractor;
- (5) Description of work to be performed by the subcontractor;

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(6) Minority or Woman Owned Business (MWOB) designation of the subcontractor, i.e., Women-Owned, Minority-Owned. If Minority-Owned, also provide the subcontractor's ethnic/racial category from the following list:

- Asian-Pacific American
- Subcontinent Asian (Asian-Indian) American
- Black American
- Hispanic American
- Native American
- Other than one of the preceding

(7) SDB certification, if any, of subcontractor; and

(8) Provide your rationale and a policy for subcontracting on this contract, including how you will meet your proposed subcontracting commitments. Include information on efforts undertaken by the Contractor to include subcontractors that are minority-owned, women-owned or small disadvantaged businesses.

(Note: Do NOT include any labor rates in the Subcontracting Plan. Estimated compensation to the subcontractor, including detailed information concerning labor categories and labor rates, must be included in the Pricing Volume.)

[INCLUDE (d) BELOW AS A SEPARATE PARAGRAPH UNDER THIS SECTION IF THIS IS A FOLLOW-ON/RE-COMPETE CONTRACT]

(d) If the offeror proposes to hire any incumbent key personnel, the offeror must include a copy of the incumbent personnel's resume and a letter of commitment from the individual. Do not include any pricing information (e.g., proposed salary, etc.) in the letter of commitment.

(Ref.-PAB 2010-02, PAB 2010-06 & PAB 2011-04)

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### **7.5.6-5 Subcontracting Plan Compliance (March 2011)**

#### **Prescription:**

Per PGI 5.605, insert clause 7.5.6-5, *Subcontracting Plan Compliance*, in awards where a Subcontracting Plan is required.

#### **Clause:**

The Subcontracting Plan is a material part of the contract and compliance with the Subcontracting Plan is extremely important, especially as it applies to subcontractors that are women-owned, minority-owned and small disadvantaged businesses. The Contractor's failure to comply with and make progress under the Subcontracting Plan may be considered a breach of contract. In addition, failure to achieve the stated subcontracting goals may result in the issuance of a cure

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notice or show cause letter for purposes of termination for default and/or have a negative and adverse impact on the Contractor's past performance record to be considered during proposal evaluation on future solicitations. FDIC will monitor the performance of the Contractor, including a review of the payments to subcontractors, to ensure appropriate efforts are being made to comply with the Subcontracting Plan.

(Ref.-PAB 2011-04)

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**7.5.6-6 Evaluation of Subcontracting Plan (March 2011)**

**Prescription:**

Per PGI 5.604, insert provision 7.5.6-6, *Evaluation of Subcontracting Plan*, in solicitations when a Subcontracting Plan is required.

**Provision:**

The FDIC will evaluate the Contractor's Subcontracting plan and proposed subcontractors, considering the following:

- (1) The adequacy of the proposed rationale for subcontracting, including information on efforts undertaken by the Contractor to include subcontractors that are minority-owned, women-owned or small disadvantaged businesses.
- (2) The appropriateness of the proposed level of subcontracting for the requirements of the contract (that is, logically balanced on a technical basis).
- (3) The appropriateness of the subcontractor's qualifications, resources and capabilities for the complexity of the work.

(Ref.-PAB 2011-04)

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