

Amendment 3, Attachment 4
DFRC DATA REQUIREMENTS DESCRIPTION (DRD)

1. DRD Title <p style="text-align: center;">Key Personnel</p>	2. Date of current version <p style="text-align: center;">7/17/2012</p>	3. DRL Line Item No. <p style="text-align: center;">M09</p>	RFP/Contract No. (Procurement completes) <p style="text-align: center;">NND12374506R</p>
4. Use <i>(Define need for, intended use of, and/or anticipated results of data)</i> Provide qualifications of contractor employed key personnel responsible for leading or managing specific contract functions		5. DRD Category: <i>(check one)</i> <div style="display: flex; flex-direction: column; align-items: center;"> <input type="checkbox"/> Technical <input checked="" type="checkbox"/> Administrative <input type="checkbox"/> SR & QA </div>	
6. References <i>(Optional)</i> NFS 1852.235-71, Key Personnel and Facilities (March 1989)	7. Interrelationships <i>(e.g., with other DRD(s)) (Optional)</i> NASA Contractor Financial Management Reporting (NF533)		
8. Preparation Information <i>(Include complete instructions for document preparation)</i>			
a. Data Type: 1 b. Scope: The Contractor shall provide qualification, education, training, performance references and applicability of related experience of proposed key personnel responsible for leading or managing specific contract functions. The Contracting Officer will provide approval of key personnel employed on a permanent (more than 90 days) basis. Changes in key personnel require approval from the Contracting Officer. c. Content: The Contractor shall provide qualification packages of employed key personnel responsible for leading or managing the functions identified key (to be provided by the offeror): d. Format: Offeror's Format e. Distribution: 1. A/Contracting Officer (Electronic distribution in Microsoft Office or PDF format.) 2. 0/Contracting Officer's Technical Representative (Electronic distribution in Microsoft Office or PDF format.) 3. 0/Alternate Contracting Officer's Technical Representative (Electronic distribution in Microsoft Office or PDF format.) f. Submission: 1. Initial: due with proposal 2. Final: Contract start + 60 calendar days. 3. Approval: Contract start + 90 calendar days. 4. Update Frequency: As required. g. Maintenance: Revisions to this DRD shall be incorporated by change page or complete reissuance.			