

Request for Information (RFI) / Sources Sought Notice

This is a Request for Information (RFI) / Sources Sought Notice in accordance with Federal Acquisition Regulation (FAR) 52.215-3 – Request for Information or Solicitation for Planning Purposes (OCT 1997). It constitutes neither a Request for Proposal nor an Invitation for Bid. It does not restrict the Government to an ultimate acquisition approach. This RFI / Sources Sought Notice IS NOT A SOLICITATION or an expression of intent to issue a solicitation of any kind in the future. It should not be construed as a commitment by the Government for any purpose other than to gain the information requested. Interested parties are encouraged to respond to this RFI / Sources Sought Notice. The Government will not pay for information, materials, and/or demonstrations received in response and is in no way obligated to respondents by or for any information received.

BACKGROUND, SCOPE, AND CAPABILITY REQUIREMENTS:

The Naval Supply Systems Command (NAVSUP) Fleet Logistics Center Norfolk (FLCN) is requesting information to identify possible sources to provide non-personal husbanding support items and services for the following four (4) geographic regions:

- Mexico;
- Commonwealth of the Northern Mariana Islands (CNMI), to include all western U.S. territories;
- Caribbean (excluding all U.S. territories); and
- East Coast Continental United States (ECONUS), running from Maine through Texas, to include all eastern U.S. territories.

A “DRAFT” Performance Work Statement (PWS) is posted in conjunction with this RFI / Sources Sought Notice.

The anticipated period of performance for each of the above-mentioned, separate requirements is a base period of one year with four (4) one-year option periods.

The applicable North American Industry Classification System (NAICS) for this requirement is 488310 – Port and Harbor Operations and the applicable size standard is \$38.5 million. Again, THIS IS NOT A REQUEST FOR PROPOSAL. This is a market research tool. The input provided will help the Navy ascertain the interest, capability, and capacity of potential businesses both small and large. If you are an interested business, FLCN would appreciate your assistance in providing a Statement of Capabilities to include the following:

- 1) **Full business name;**
- 2) **Cage code and Duns Number of business;**
- 3) **Name, phone number, and e-mail address of a company representative the Government may contact for additional information;**
- 4) **Size of business [based on the applicable NAICS code];**
- 5) **Statement as to whether business is actively registered in the System for Award Management (www.sam.gov);**
- 6) **Statement as to whether business is domestically or foreign owned (if foreign owned, please indicate country of ownership);**
- 7) **Recent, relevant experience. Describe ability to support the scope of the requirement(s). Include brief description(s) of any prior experiences that best illustrates your company’s qualifications related to performing husbanding support services.**

- 8) Teaming and/or subcontracting arrangements (to include any foreign companies);
- 9) Prospective small business utilization percentages (if the acquisition is not set-aside for small business); and
- 10) Compliance with FAR 52.219-14 – Limitations on Subcontracting.*

*Market research results will assist the Government in determining whether these requirements will be full and open acquisitions or small business set-asides. If a requirement is determined to be a small business set-aside, FAR 52.219-14, Limitations on Subcontracting will apply. Therefore, small businesses that want to be considered for a small business set-aside should demonstrate how they could comply. Potential sources are encouraged to submit recommended small business utilization requirements as a percentage of total contract value for consideration, in the event the acquisition is not set-aside for small business.

If there is sufficient demonstrated interest and capability among small business contractors, a key factor in determining if an acquisition will be a small business set-aside is that two or more potential small business prime contractors must be capable of performing at least 50% of the effort, as defined in FAR 52.219-14, Limitations on Subcontracting. If it is determined that a small business set-aside is appropriate, and your company anticipates submitting a proposal as the prime contractor for a small business set-aside, please provide specific details and rationale as to how compliance with FAR 52.219-14 would be achieved, including specific details regarding teaming arrangements, etc. If subcontracts are to be used, provide anticipated percentage of effort to be subcontracted and whether small or large businesses will be used. If this effort is not set-aside for small business, small business utilization will be considered. Large and small businesses should provide a reasonable expectation for small business utilization as a percent of total contract value as well as supporting rationale for the recommended percentage.

SUBMISSION:

RESPONSES ARE DUE no later than 2:30 PM Norfolk, VA Local Time on 26 February 2015. Responses shall be submitted electronically via email to the following address: kate.petti@navy.mil. Responses are limited to 15 pages (including all attachments).

All requests for further information must be made in writing via email. Telephone requests for additional information will not be honored. All questions and answers regarding this RFI / Sources Sought Notice will be posted as updates to this notice.

PRE-SOLICITATION CONFERENCE: A Pre-Solicitation Conference is scheduled to be held for any interested vendors to attend. THIS IS NOT A MANDATORY EVENT

Date & Time: Wednesday, 04 March 2015 from 10:00 AM Norfolk, VA Local Time until approximately 1:00 PM Norfolk, VA Local Time.

Attendees will have access to the conference room by 9:30 AM Norfolk, VA Local Time to allow time for arrival.

Location: Room A301 on the 3rd Floor of the NAVUSP FLC Norfolk, Building W-143, 1968 Gilbert Street, Norfolk, Virginia 23511.

Registration:

Please register no later than 4:00 PM Norfolk, VA Local Time on Friday, 20 February 2015. To register, send an email to kate.petti@navy.mil with the name of each attendee. Each company is limited to three (3) attendees.

Any attendees requiring a Day Pass for access to Naval Station Norfolk must complete Attachment III and return to kate.petti@navy.mil no later than 4:00 PM Norfolk, VA on Friday, 20 February 2015. If the spreadsheet is incomplete, you will not obtain access to the base. The Government will provide an email confirming receipt of registration.

The information provided in Attachment III will be sent to the Pass & ID Office. On the day of the Conference, individuals will have to obtain actual base access at the Pass & ID Office. The Contracting Officer is not responsible for granting any individual access to Naval Station Norfolk. Individuals requesting registration after 20 February 2015 may not be able to gain access to the base.

Disclaimer:

This is not a contract, request for proposal, a promise to contract, or a commitment of any kind on the part of the Government. The Navy will not assume liability for costs incurred by an attendee or for travel expenses or marketing efforts; therefore, attendee cost in response to this notice is not considered an allowable direct charge to the Government.

Any questions regarding this RFI / Sources Sought Notice or Pre-Solicitation Conference should be directed to Kate Petti at kate.petti@navy.mil.

ATTACHMENTS:

Attachment I: RFI / Sources Sought Notice

Attachment II: Draft PWS

Attachment III: One Day Pass Request