

**Naval Supply Systems Command (NAVSUP) Fleet Logistics Center Norfolk (FLCN)
Regional Husbanding Support Items & Services
Pre-Solicitation Conference Notes
Wednesday, 04 March 2015**

1. **Introduction.** The Regional Husbanding Support Items & Services Pre-Solicitation Conference between the NAVSUP FLCN and private industry convened on 04 March 2015 at the NAVSUP FLCN at Naval Station Norfolk, Norfolk, Virginia to discuss the planned requirements for acquiring Husbanding Service Provider (HSP) support services for U.S. Government vessels and associated units visiting ports located in 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.

2. **Industry Attendees.** Industry attendees included representatives from:
 - Ship Supply of Florida
 - Shipping Consultants Associated Ltd
 - MLS USA Corp.
 - Inchcape Shipping Services (ISS Marine Services)

3. **Discussion.** Ms. Kate Petti, Contract Specialist - Fleet Readiness Division NAVSUP FLCN, addressed the contractor representatives interested in performing the husbanding service provider effort, including large and small businesses, current incumbents, and others. She prefaced the discussion with the statement that each of the requirements are still in the Market Research phase of the Acquisition cycle and that the Acquisition Strategy has not been formally approved and is subject to change. Ms. Petti stated the Government's intent to award the husbanding support items & services efforts by 31 August 2015. She introduced the other agency representatives including Mr. Greg Finke, Procuring Contracting Officer – Fleet Readiness Division NAVSUP FLCN, and Mr. Tyler Bryan, Management & Program Analyst – Fleet Readiness Division NAVSUP FLCN.

Ms. Petti then briefed all attendees on the planned requirements (Attachment I - Pre-Solicitation Conference).

- a. **Briefing Highlights.** The planned contract types for each of the requirements are Multiple Award IDIQ Contracts. The Government intends to award the efforts using the DoD Lowest Price, Technically Acceptable (LPTA) Source Selection Process. The Government anticipates the release of solicitations in mid-May 2015. The Government intends to compete requirements for port visits under the multiple award contracts at the order level.

- b. At the conclusion of the main briefing there was a Question & Answer session where industry was afforded the opportunity to ask questions regarding the requirements. Attachment II – Pre-Solicitation Conference includes major points made during the briefing and also during the above-mentioned Question & Answer session.