



DEPARTMENT OF THE NAVY

NAVAL SEA SYSTEMS COMMAND
2531 JEFFERSON DAVIS HWY
ARLINGTON VA 22242-5160

NAVSEAINST 5450.101 ^{IN REPLY REFER TO}
Ser 09B/191
5 Feb 97

NAVSEA INSTRUCTION 5450.101

From: Commander, Naval Sea Systems Command

Subj: MISSION AND FUNCTIONS OF SUPERVISOR OF SHIPBUILDING,
CONVERSION AND REPAIR (SUPSHIP), USN, PORTSMOUTH
DETACHMENT COLTS NECK, NJ

Ref: (a) CNO ltr Ser 09B22/4U511667 of 9 Nov 94
(b) OPNAVINST 5450.169D
(c) NAVSEAINST 5450.28F

Encl: (1) Functions and Tasks for SUPSHIP Portsmouth Detachment
Colts Neck, NJ
(2) Administrative and Management Information

1. Purpose. To announce and document the establishment of the Supervisor of Shipbuilding, Conversion and Repair (SUPSHIP), USN, Portsmouth Detachment Colts Neck, NJ, which was approved by reference (a) and to publish its mission, functions and tasks as required by references (b) and (c).

2. Background. As a result of BRAC-93 ship relocations, a detachment was established at Colts Neck, NJ, to support the private sector ship maintenance and modernization performed on the Earle homeported ships. This detachment is also responsible for all coast-wide awards to private sector contractors in the Pennsylvania, New Jersey, or New York area.

3. Mission. The new detachment will share the mission of its parent Command, SUPSHIP Portsmouth, which was set forth in reference (c) as follows:

To administer Navy Department and other Department of Defense shipbuilding, design, conversion, and facility contracts at assigned private shipyards; to procure and administer overhauls, repairs, alterations, activations and inactivations performed on naval ships at private yards under Master Contract for Repair and Alteration of Vessels or other suitable contract type; to allocate unscheduled overhauls between government and private ship repair yards; and to perform such other functions as may be directed by higher authority.

4. Status and Command Relationship. SUPSHIP Portsmouth Detachment Colts Neck is a Category 1 detachment in a fully operational status under an Officer in Charge effective



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9 November 1994. Other organizational relationships are as follows:

a. Chain of Command:

Echelon

- 1 Chief of Naval Operations
- 2 Commander, Naval Sea Systems Command (SEA 07)
- 3 Supervisor of Shipbuilding, Conversion and Repair, USN, Portsmouth, VA
- 4 Officer in Charge, SUPSHIP Portsmouth Detachment Colts Neck, NJ

b. Area and Regional Coordination: COMNAVBASE Philadelphia.

5. Functions. The functions of SUPSHIP Portsmouth Detachment Colts Neck are contained in enclosure (1).

6. Actions

a. In accordance with reference (a), SUPSHIP Portsmouth Detachment Colts Neck is established effective 9 November 1994. In accomplishing its assigned mission, the Officer in Charge of Detachment Colts Neck will ensure performance of the functions listed in enclosure (1).

b. Administrative and management information about this organization is provided in enclosure (2).

c. Recommended changes in the mission or functions of this organization should be submitted via the chain of command to Commander, Naval Sea Systems Command, SEA 071.



G. R. STERNER

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FUNCTIONS AND TASKS

for

SUPERVISOR OF SHIPBUILDING, CONVERSION AND REPAIR (SUPSHIP), USN,
PORTSMOUTH DETACHMENT COLTS NECK

1. Administer Department of the Navy and other Department of Defense shipbuilding, design, conversion, and facility contracts at assigned private shipyards.
2. Procure and administer overhauls, repairs, alterations, activations and inactivations performed on naval ships at private yards under Master Ship Repair Agreement, Agreement for Boat Repair, or other suitable contract type.
3. Perform contract administration services for all Department of Defense contracts awarded to plants assigned in accordance with the plant cognizance program.
4. Conduct engineering, technical, and design oversight, evaluation, and surveillance to the extent necessary to evaluate contractor performance in the areas of design development and production during construction on contracts assigned ACO responsibility.
5. Budget, administer, and account for funds required for planned direct operations and projects assigned and accepted. Obtain, administer, and account for funds required for customer-funded operations and projects assigned and accepted.
6. Monitor and evaluate integrated logistics support, including supply support, technical documentation, training and Fleet introduction interface, procurement of Government Furnished Material (GFM), and the outfitting of ships.

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ADMINISTRATIVE AND MANAGEMENT INFORMATION

1. Abbreviated Name of the Activity:
SUPSHIP PORTSMOUTH DET COLTS NECK NJ
2. Mailing Address:
Officer in Charge
SUPSHIP Portsmouth Detachment Colts Neck
201 Highway 34 South
Colts Neck NJ 07722-5500
3. Title of Military Head of Activity
Officer in Charge
4. Chain of Command:
 - a. Echelon:
 - 1 Chief of Naval Operations
 - 2 Commander, Naval Sea Systems Command (SEA 07)
 - 3 Supervisor of Shipbuilding, Conversion and Repair, USN, Portsmouth, VA
 - 4 Officer in Charge, SUPSHIP Portsmouth Detachment Colts Neck, NJ
 - b. Area Coordination: COMNAVBASE Philadelphia
5. Unit Identification Code (UIC): 39554
6. Phone Numbers: Commercial: (908) 866-2061
DSN: 449-2061
Fax: (908) 866-1136
7. Comments: None.