

SUBJECT: Manage Major Item Inventories

1. **PURPOSE:** This RTO sets forth the details to accomplish subject requirement. It is applicable to the MK19 40mm Grenade Machine Gun, M2 .50 caliber Machine Gun, and the M107 Long Range Sniper Rifle. The total work time for this RTO is 312 hours projected over approximately (4) months.

2. **GENERAL BACKGROUND:** A major item manager is needed to fill in for our manager who is on a tour of duty in Iraq. It is anticipated that this person will be needed on a part time basis 16 hours per week and additional hours on an "as needed basis."

3. **Government Furnished Equipment/Materiel (GFE/M) and Requirements. GFE/GFM:** Computer, telephone, lockable workstation in building 110, 2nd floor, West wing at TACOM- RI, documents applicable to the assignment will be provided on an as required bases.

4. **General Tasks:** Manage various major item inventories.

5. **Specific Tasks:** Plan, direct, and coordinate sustainment functions associated with the acquisition, distribution, and disposal of these systems. Execute depot maintenance programs and participate in depot overhaul reviews. Work on special projects pertaining to major small arms and interface with the Project Manager for Small Arms.

6. **DELIVERY:** Delivery shall be on-site to the Heavy Machine Gun Team Leader (Pam Lund). A by-weekly summary of tasks in-process and/or completed concurrent with hours worked will be submitted which will include a reference to the specific tasks worked by referencing the subparagraph, e.g., 2.5 hrs (5). The billing will be as agreed between the Government contracting specialist and contractor.

END OF RTO