

STATEMENT OF WORK (SOW) FOR FY-00

NUMBER: SOW-00-833-4-80000A-3/1

TOW SDR SCREENING PROGRAM

MWSLIN 044S

GENERIC SCREENING TAMCN: E0001

GENERIC IDN: 80000A

GENERIC SDR SCREENING PGM NSN: 0001-20-000-0000

**REPAIR FACILITY: METROLOGY, MAINTENANCE
CENTER, BARSTOW, CA.**

**ATTACHED SOW COVERS 4TH ECHELON REPAIR OF
SECONDARY DEPOT REPARABLES (SDR'S) THAT
ARE PART OF THE TOW SCREENING PROGRAM
FOR THE FOLLOWING TOW TAMCNS AND TOW
SUPPORT EQUIPMENT:**

E0935 (TOW)	E1911
E0330 (TOW NVS)	E1912
E0325	E1947
E0010	E2191
E1022	E2208
E1904	E3236
E1909	

POC: ROBERT L. WALTHALL, WSM

CODE 833-4

X6594/6744

Marine Corps Logistics Bases
Albany, Georgia 31704-1128

4400
Code 833-4(X6594)
26 July 1999

MEMORANDUM

From: Head, Ordnance/Tank Branch

To: Head, Engineering Data Management Branch (Code 825)

Subj: FY-00 SCREENING PROGRAM REQUIREMENTS FOR TUBE LAUNCHED,
OPTICALLY TRACKED, WIRE GUIDED WEAPON SYSTEM (TOW)

Encl: (1) TOW Screening Report Format
(2) Performance Requirements (General)
(3) Performance Requirements (MARCORLOGBASES, Albany)
(4) Performance Requirements (Maintenance Center (MC), Barstow)
(5) FY-98 Cost Estimation Data
(6) (Sample) Annual TOW Screening Programs Performance Report
(7) Recurring Demand Items (RDI's)
(8) Reports and Report Codes

1. The Army is the Primary Inventory Control Activity for the TOW Weapon System. Depot level maintenance is provided by the Army via a Depot Maintenance Interservice Support Agreement (DMISA) for all Principal End Items (PEI's) except Table of Authorized Materiel Control Numbers (TAMCN's) E1912 and E3236. The Maintenance Center (MC) Barstow has the Depot on these. Secondary Depot Repairable Items (SDR's) are assigned Nonconsumable Item Materiel Support Code (NIMSC) "2", with the agreement that the Army retain depot level repair.

2. The TOW Screening Program was developed to improve readiness, provide faster turnaround of repaired assets and to reduce costs. The program has proven effective and provides much improved service to Maritime Prepositioning Ships (MPS), Fleet Marine Forces (FMF) and special projects customers.

Subj: FY-00 SCREENING PROGRAM REQUIREMENTS FOR TUBE LAUNCHED,
OPTICALLY TRACKED, WIRE GUIDED WEAPON SYSTEM (TOW)

3. As the program evolves, requirements must be refined and redefined to meet current needs. To this end, enclosures (1) through (4) are provided as the basic requirements under which the program will operate during the current fiscal year and until this document is revised.
4. The TOW screening program is funded annually as separate lines (PEI'S/SDRS) on the Master Work Schedule (MWS) based on cost estimation data submitted by Maintenance Center (MC), Barstow. (See enclosure (5).) Enclosure (6) is updated annually in the November/December time frame. The screening program has already expanded to include other Weapon Systems. Long range goals include expansion to an even wider range of Weapon Systems.
5. Enclosure (7) is a list of items whose demands are consistent and where backorders continue to exceed available serviceable assets. Accordingly, these items are identified herein as "Recurring Demand Items" (RDI's). The goal of establishing RDI's is to integrate, on a gradual basis, specific production output requirements into the screening process production line to the degree that output eventually eliminates back orders over ten days old, (minimize back order production and maximize RDI production). Enclosure (8) is a listing of Reports and Report Codes.
6. Point of contact is Bob Walthall, DSN 567-6594/6744, Commercial (912) 439-6594, facsimile (FAX) DSN 567-6580, Commercial (912) 439-6580.



E. C. SCHILLO

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	COLUMN HEADINGS FOR EXPLANATION ONLY															
2																
3	Asset Database															
4	AssetID	ItemID	NSN_1	Asset Descrip	SerialNumber	NSN_2	PEI/SDR	CCIn	CCOut	DateAcquired	DateFinished	ReceiptDate	FedLogSUP	N/A	N/A	N/A
5	Sys #	Text	Text	Text	Text	Text	Text	Text	Text	Short Date	Short Date	Short Date	Currency			
6	N/A	3	16	255	50	16	3	1	1	(mm/dd/yy)	(mm/dd/yy)	(mm/dd/yy)	\$0.00			
7																
8	TOW/DRAGON SCREENING PROGRAM ANNUAL AND MONTHLY REPORT FORMAT															
9	LineNo	ID	NSN	Nomenclature	SerNo	NSN Out	PEI/SDR	CCIn	CCOut	Date In	Date Out	ReceiptDate	SUP	Lbr Cost	Mat Cost	Total Cost
10																
11	Notes:															
12	1. The following software applications may or may not be used as desired; however, reports are required to be submitted as an electronic attachment to an email message. The report is submitted as an EXCEL 97 spreadsheet file attachment to an email message.															
13	2. The report data is extracted from a database which is resident at the Maintenance Center, Barstow (B884). EXCEL 97 is used to export the data from the resident ACCESS 97 database.															
14	3. A field is the equivalent of a column. A record is the equivalent of a row or line.															
15	4. Column A: ACCESS 97 creates a sequential system number (SYS #) when a new record is added to the database. EXCEL 97 generates a sequential row number (LineNo) for the screening program reports.															
16	5. Column B: ItemID is the database field name for Identifier. ID is used in the screening program report to group assets.															
17	6. The Identifier is a two letter code used to classify material as follows:															
18	The letter (P) in the first position identifies the material as a special project item.															
19	The letter (S) in the first position identifies the material as a screening program asset.															
20	The letter (X) in the first position identifies the material as a Recurring Demand Item (RDI).															
21	The letter (B) in the first position identifies the material as a HOT Requirement (Pri 02 or above) called in off-line.															
22	The letter (N) in the second position identifies the material as a NIGHT VISION asset.															
23	The letter (O) in the second position identifies the item as other material.															
24	The letter (T) in the second position identifies the material as a TOW asset.															
25	6. Column C: NSN_1 is the database field name used to record and report the national stock number of the receipt asset. This is the primary sort field for the screening program report.															
26	7. Column D: Asset Description is the database field used to record the asset description. Nomenclature is the screening program report column heading used to report the asset description.															
27	8. Column E: SerialNumber is the database field name used to record the receipt asset serial number. SerNo is the screening program column heading used to report the receipt asset serial number.															
28	9. Column F: NSN_2 is the database field name used to record the outgoing national stock number. NSN Out is the screening program column heading used to report the outgoing national stock number.															
29	10. Column G: PEI/SDR is the database field name used to record and report the asset as either a Principal End Item or a Secondary Depot Repairable asset.															
30	11. Column H: CCIn is the database field name used to record and report the Condition Code of the receipt asset.															
31	12. Column I: CCOut is the database field name used to record and report the Condition Code of the outgoing assets.															
32	13. Column J: DateAcquired is the database field name used to record the date the Maintenance Center receipts for the incoming asset. Date In is the screening program report column used to report the day the Maintenance Center receipts for the incoming asset.															
33	15. Column K: DateFinished is the database field name used to record the date the Maintenance Center completed the asset screening process. Date Fin is the screening program report column heading used to report the day the Maintenance Center completes processing an outgoing asset.															
34	16. Column L: Receipt Date is the database field name used to record the day the customer receipts for the asset.															
35	17. Column M: FedLogSUP is the database field name used to record the standard unit price (SUP) as shown in the FedLog file on the day the Maintenance Center received the asset.															
36	18. Column N: Lbr Cost is the screening program report heading showing the Standard Unit Price on the day the Maintenance Center received the asset.															
37	19. Column O: Mat Cost is the screening program report heading used to show the labor charges applied to the asset going back to the customer. It is a calculated report field.															
38	20. Column P: Total Cost is the screening program report heading used to show the total cost applied to the asset going back to customer. It is a calculated report field.															

TOW SCREENING PROGRAM PERFORMANCE REQUIREMENTS

GENERAL:

1. The Program Pricing Policy for repair costs will be; (a) labor hours will be calculated and recorded against each item processed based on current labor hour rates; and (b) materiel costs will be stratified over the dollar value (Standard Unit Price) of each item processed to include "lot-quantity" materiels. This pricing policy must allow determination of funds balances based on monthly TOW Screening Program Reports and must equal the total funded for a fiscal year upon completion of the last in-process item for that fiscal year.

2. General Priority policy

NOTE

Requirements for the Screening Program priorities are determined by using the weekly Backorder List or as directed on an exception basis. The Backorder List is a listing of Marine Corps wide customer requirements. It is provided by Albany as a tool for scheduling assets into the screening process. Recurring Demand Items (RDI's) are routine ongoing items worked concurrently with all priorities. Highest priorities are worked first in the following sequence:

- a. First priority, Maritime Prepositioning Ships (MPS) requirements;
- b. Second priority, Fleet Marine Forces (FMF) requirements (active, Reserves), and Schools;
- c. Third priority, Enhanced Equipment Allowance Pool (EEAP) requirements;
- d. Fourth priority, Posts, Camps and Stations.
- e. Special projects and/or hot requirements may be inserted into or in between any of the above as determined by the situation. The Inventory Manager (IM) will notify Maintenance Center, (MC) Barstow, and Fleet Support Center (FSC) in writing (E-mail/facsimile (FAX)) with a copy to the Weapon System Manager (WSM). The IM will follow up by phone to ensure documentation has been received.

ENCLOSURE (2)

3. Repair of non-depot reparable (consumable items) will only be conducted when the item is a component of an inducted nonconsumable item or when expressly authorized by the WSM.
4. The use of Screening Program funds for any special project/purpose is prohibited without written authority of the WSM or higher authority.
5. This "program performance requirements" document is considered a formal "Statement of Work" (SOW) wherein general guidelines for work performance are set forth and concurred with prior to publication/implementation. Since this program is continuously evolving, this document will be reviewed and adjusted to current requirements on an annual basis upon completion of the annual performance report.

TOW SCREENING PROGRAM PERFORMANCE REQUIREMENTS

Marine Corps Logistics Bases (MCLB) ALBANY:

1. Fund the program annually via separate lines PEI's/SDR's on the Master Work Schedule (MWS), in accordance with cost estimation data submitted by Maintenance Center (MC), Barstow.
2. Separately fund special projects when appropriate, using the Screening Program Master Work Schedule Line Numbers (MWSLINS).
3. Identify workload requirements to the Barstow Screening Program Coordinator Semi-monthly. The back order list will be transmitted/used as a norm. Alternate methods may include FAX, E-Mail or message confirmed by telephone.
 - a. Requirements will be submitted to include National Stock Number (NSN), quantity and priority as a minimum.
 - b. Emergency/priority requirements will be submitted by E-mail/FAX and confirmed by telephone.
4. Induct items into the screening process only when Condition Code "K" assets are available in stock or under special circumstances on a case-by-case basis, such as when assigned condition code is suspect. (Induction is conducted on a pull basis from the backorder list as a norm.)
5. Monitor input, output. Direct retention or return to stock of all items that exceed 90 days in the maintenance cycle.
6. Induct only PEI's and SDR's Source Maintenance Recoverability (SMR) coded as reparable (nonconsumables) unless specifically approved by the WSM.
7. Conduct and coordinate special projects as required.
8. Maintain inventory accountability through records maintenance and input-output monitoring.
9. Review and take corrective action as necessary on the Monthly TOW Screening Program Report.
10. Compile and submit the "Annual TOW Screening Program Performance Report" (Enclosure 6), to the Commanding General.
11. Establish Annual Repair Cost Pricing Policy in conjunction with the Barstow Program Coordinator.

ENCLOSURE (3)

12. Annually review and establish general program priority policy.
13. Notify Maintenance Center (MC), Barstow Screening Program Coordinator of any E-Mail address changes required for submission of the TOW Screening Program Reports.
14. Prepare and maintain schedules to fill MPS, EEAP, repositioning Norway and other special projects. Provide these schedules to MC, Barstow, and FSC, Barstow in a timely manner. Prepare written documentation to push assets into the screening process for these requirements. Coordinate return of these assets, when repaired, into protected stock to prevent inappropriate issue.
15. Initiate review of the "program performance requirements" and Statement of Work (SOW) Document upon completion of the annual performance report.

TOW SCREENING PROGRAM PERFORMANCE REQUIREMENTS

MAINTENANCE CENTER (MC), BARSTOW:

1. Provide MARCORLOGBASES Albany (Code 833-4) via letter Annual Program Cost Estimates for the next fiscal year plus the four out-years on or before 01 January in the format shown in Enclosure (5).
2. Process items through the program in accordance with current priority policy or as otherwise directed by the Inventory Manager, Weapon System Manager or higher MCLB Albany authority.
3. Establish and maintain procedures for computing, recording and reporting repair costs in accordance with current pricing policy. The Monthly and Annual TOW Screening Program Reports will be used to record and report the complete repair costs (labor plus materiel).
4. Perform functional tests on assets received to determine condition.
5. Assign appropriate condition code to processed assets.
6. Record standard unit price (SUP) as reflected in FedLog at induction into screening. This SUP is to accompany the item throughout the screening process and reporting.
7. Report condition and date returned to stock for each item completed. (Use the Monthly and Annual TOW Screening Program Reports).
8. Perform maintenance as required through fourth echelon to include fault isolation, repair, repair parts replacement, adjustments and performance testing.
9. Return assets to stock in their appropriate condition within two working days of completion of work.
10. Perform all Depot level Marine Corps Modifications on assets received (unless otherwise directed by the Weapon System Manager or higher MCLB Albany authority).
11. Fabricate special test fixtures necessary for screening/verification testing of optical/electrical components.
12. Record each item received in the TOW Screening Program Report data base upon receipt (within two days) and prior to op-check, condition evaluation, coding or repair.

ENCLOSURE (4)

13. Assist in coordinating movement of PEI assets to ensure that "all" items inducted are taken up on the warehouse records Item Locator File (ILF) in Condition Code "M" while in-process.

14. Record PEI's and SDR's on the TOW Screening Program Report data base, under the end item NSN regardless of whether work requires breakdown to components. **Components of inducted End Items and SDR's will not be recorded on the report data base.**

15. When SDR's are moved into the TOW screening process via an A5E transaction inducted by FSC, a Defense Document (DD) Form 1348-1 is generated and a D7M will be processed by the Defense Logistics Agency (DLA) taking the asset(s) off the inventory. The DD Form 1348-1 will accompany the asset(s) to be screened throughout the process. When screening and/or repair is completed the asset is returned to DLA to be processed back into the on hand inventory/stock in the assigned condition code. A D6M will be inducted by DLA to accomplish this. The MC, Barstow will maintain an internal tracking system to account for the SDRS to ensure accountability.

16. Submit Monthly TOW Screening Program Reports by the tenth of each month and include all data from the previous month through the last day of that month to include all completed and in-process items in NSN sequence (line-by-line) for the reporting month. In-process items will be identified by blank "Date-out" and "CC out" columns. Submit an Annual Summary Report in the monthly report format. **The annual report will include only completed items in NSN sequence (line-by-line). Open items will be reported as open only on the next regular monthly report, i.e., Oct.** Labor, materiel and total repair cost columns will be filled in for completed items on both the monthly and annual reports. Submit the Annual Summary Report to the Weapon System Manager on or before 15 November.

17. The Monthly TOW Screening Program Reports will include the following:

- a. Items completed
- b. Items In-process
- c. a and b above will be in receipt NSN sequence
- d. Each line item will be identified with an "ID Text" code to allow automated sorting and to provide easy visibility for management control of special projects requirements and recurring demand items as opposed to regular screening items in accordance with enclosures (1) and (8).

18. Submit Monthly TOW Screening Program Reports via Electronic Mail to address: "Vickie Barfield-Yarber", Bob Walthall and Joan Folsom Code 833-4.

(NOTE: MARCORSYSCOM, Albany, Code 833-4 will advise of any address changes).

19. Provide cost estimates for special projects upon request by the Weapon System Manager.

20. Perform special projects work upon request from the Weapon System Manager.

21. Maintain complete fund accounting in accordance with current regulations and the procedures provided in this Statement of Work (SOW).

22. Maintain complete inventory accounting of in-process assets from receipt through turn-in acceptance. All historical files related to the TOW Screening Program will be maintained accessible to review/audit for seven years.

23. In the event a PEI is found to be condition code "G", after screening is complete, the shop planner will annotate the shortages, by NSN and nomenclature, on the Technical Item Change Notice (TICN) and provide a copy of the TICN via FAX to MARCORLOGBASES, Albany Code 833-4, (FAX DSN 567-6580, COMM 912-439-6580) Attn: Joan Folsom, at the time the asset is moved back to stock in CC "G".

24. Coordinate MPS, EEAP, and Norway requirements with the Inventory Manager to ensure that assets are in-process in ample time to meet repair cycle time requirements and to avoid duplications. MPS, EEAP, and Norway repositioning Required Delivery Dates (RDD's) will be met.

25. In-process time will not exceed 45 days as a norm. Inventory Manager will monitor and direct retention or return to stock after 90 days. Action directed will be contingent upon circumstances.

26. Update the TOW Screening Program Report data base within two working days after each item is completed.

27. Close out both PEI and SDR Master Work Schedule Line item numbers that provide program funding, prior to submission of the annual report (15 November). Non-closure will not be cause for delay of the annual report.

28. Provide 100 percent initial operability warranty to every item repaired. Initial operability failures will be repaired at no cost to the customer or Screening Program funding.

29. Compliance with Department of Defense (DoD) 5100.76-M, "Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives" and Marine Corps Order (MCO) 4340.1A with Change 1, "Reporting of Missing, Lost, Stolen, or Recovered (MLSR) Government Property" is mandatory.

COST ESTIMATION DATA (EXAMPLE)

<u>ANNUAL BREAKOUT FOR FY 00</u>	<u>YEAR</u>	<u>QUARTER</u>
a. TOW (PEI)	782,765	195,692
b. NIGHT SIGHTS/AN/UAS-12's (PEI)	<u>171,827</u>	<u>42,956</u>
TOTAL PEI'S	\$954,592	\$238,648
c. TOW (SDR)	560,601	140,150
g. Special Projects (Planned)	<u>000,000</u>	<u>000,000</u>

OUT - YEARS PROJECTIONS

FY-01	\$2,370,274	\$592,569
FY-02	\$2,486,740	\$621,685
FY-03	\$2,808,714	\$702,179
FY-04	\$2,949,149	\$737,287

**ANNUAL TOW/DAGON SCREENING PROGRAM
PERFORMANCE REPORT**

PERIOD COVERED	OCT 96 -- SEP 97	OCT 97-- SEP 98
LINES PROCESSED	1148	1210
LINES IN PROCESS	0	0
INVESTMENT	\$2,430,266.00	\$2,460,777.00
REPAIR COST SAVINGS	\$7,133,741.78	\$4,669,095.11
ACQUISITION COST SAVINGS	\$2,853,617.55	\$984,337.16
TRANSPORTATION COST SAVINGS	\$65,550.00	\$69,104.00
TOTAL SAVINGS WHOLESALE	\$10,052,909.33	\$5,722,536.27
TOTAL SAVINGS RETAIL	\$2,915,343.70	\$1,316,183.34
RETURN ON INVESTMENT ROI %	413 %	233%
RETURNED TO A CONDITION STOCK PERCENTAGE	87 %	88%
RETURNED TO F CONDITION STOCK PERCENTAGE	11.8%	12%
MPS FILL RATE	100%	100%
PROGRAM COST SAVINGS FROM INITIATION WHOLESALE	\$49,959,011.10	\$55,681,547.37
PROGRAM COST SAVINGS FROM INITIATION RETAIL	\$10,063,506.83	\$11,379,690.17
* NOTE: FY-99 PRICE FOR TOW/DAGON SDR'S IS 31 PERCENT OF SUP.		

TOW

RECURRING DEMAND ITEMS (RDI'S) LIST

SECONDARY DEPOT REPARABLES (SDR'S)

CODE	NSN	NOMENCLATURE AND E/I TAMCN	QUARTER ROMT/ERO
ST	1440-00-462-2553	AZIMUTH DAMPER/TU/E0935	4
ST	1440-01-115-3405	TU/E0935	5
ST	1440-01-271-7428	TOSH MOD DAYSIGHT/E0935	17
ST	1440-01-215-6014	PMOD DAYSIGHT/E0935	6
ST	1440-01-241-1047	MODULATOR ASSY DAYSIG E0935	5
ST	1440-01-012-0980	CIRCUIT CD ASSY/E1912	2
ST	1440-01-012-0990	CIRCUIT CD ASSY/E1912	3
ST	4935-01-012-0993	CIRCUIT CD ASSY/E1912	3
ST	4935-01-012-5402	POWER ASSY/E1912	4
ST	5998-01-327-2071	A2/A3 CARD/MGS/E0935	4
ST	5999-01-102-9320	A18 CARD/MGS/E0935	3
ST	5999-01-109-9374	A6 CARD/MGS/E0935	3
ST	5999-01-220-1509	COMMAND SIG GEN/E0935	3
ST	5999-01-222-6920	A22 CARD/MGS/E0935	4
SN	5999-01-240-1249	A76 CARD/E0330	4
SN	5999-01-298-2957	A1 CARD/VPC/E0330	8
ST	6150-01-102-9374	2W3 CABLE/TU/E0935	4
ST	6150-01-361-3747	2W1 CABLE/TU/E0935	12

ENCLOSURE (7)

TOW

RECURRING DEMAND ITEMS (RDI'S)

PRINCIPLE END ITEMS

<u>CODE</u>	<u>NSN</u>	<u>NOMEN</u>	<u>QTR</u>	<u>QOMT</u>	<u>ERO</u>
ST	1440-01-411-8942	TOW LAUNCHER/0408/TOSH E0935		6	
ST	1440-01-410-8165	TOW LAUNCHER/0408/P-MOD E0935		3	
SN	5855-01-301-0158	AN/UAS-12C HYBRID TOW NVS E0330		12	
SN	5855-01-212-4997	AN/UAS-12C/MULE NVS E0325		4	

REPORTS

MARCORLOGBASES ALBANY
(CODE 833-4)

REF

BY DATE

ANNUAL SCREENING PROGRAM ENCL (6) 30 JAN
PERFORMANCE REPORT

MAINTENANCE CENTER, BARSTOW

ANNUAL PROGRAM COST ENCL (5) 1 JAN
ESTIMATES

ANNUAL SCREENING PROGRAM ENCL (1) 15 NOV
REPORT

MONTHLY SCREENING PROGRAM ENCL (1) 10TH OF MONTH
REPORT

CONDITION CODE "G" RETURNS TICN AS OCCURS

REPORT CODES

Codes relate to Column A of the annual and monthly reports "ID Text": consists of two digits "alpha-alpha" and is used to classify materiel. Also reflected in Enclosure (1).

First Digit

X=Recurring Demand Item (RDI)
P=Special Project
S=Screening
H=Hot Requirement (Pri 02 or above submitted
off-line)

Second Digit

T=TOW
N=Night Vision Equip Set
O=Other