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**From:** Bertolino, Louis E (SAO) [louis.e.bertolino@state.ma.us]  
**Sent:** 3/23/2018 4:52:30 PM  
**To:** Lawrence Oliveira [/O=BCSO/OU=DHOC/cn=Recipients/cn=LAWRENCEOLIVEIRA]  
**Subject:** Inventory testing

Hi Larry,

We are planning on performing some inventory testing.

Our test will be broken down into 2 sections.

Armory inventory, and administrative/vehicle inventory.

The armory inventory test will probably only take an hour. We will select a dozen items on the list, and verify the item exists. Then we will randomly select other items in the armory and backwards verify they are included on the list. It would only take about an hour.

The Administrative and vehicle testing may take a bit longer since our selection may be in different parts of the facility. It's going to be about 30 items we will need to verify. The vehicles may be fast depending on if they are on the road or in your lot.

What is the availability of having someone accompany us for an hour or 2 of inventory matching?

I will provide you the list of items ahead of time, to help verify where we need to look for that particular item.

We were thinking of Tuesday the 27<sup>th</sup> from 10 to 12?

Let me know what you think.

Thanks

Lou

*Louis E. Bertolino*

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