

## DOE OECM EVMS Certification (Pre) Readiness Assessment Review Session

FRA LLC and DOE OECM at Fermi National Accelerator Laboratory, Batavia, IL  
Wilson Hall 3rd Floor West Conference Rm, 11/6/2008, 10am - 2:30pm

### Base Agenda

Time	Topic
10:00 – 10:15 AM	Introductions
10:15 – 10:50 AM	Review of EVMS certification process and the “normal” timeframe v. FRA’s CD-3 timetable and expectations for FY09. (Review FRA contract requirements)
10:50 – 11:15 AM	Review of needed FRA/FNAL players, especially CAM’s and executive support, across the various EVMS process components.
11:15 – 11:35 AM	Review of the NOvA project, including past few years’ history, recent milestones such as CD-2 and funding approval.
11:55 – 12:00 PM	Review of the overall FRA EVMS process for NOvA going forward (high level) vs. any prior EVMS’s in existence and use.
12:00 – 12:45 PM	Working Lunch – NOvA project presentation (* see below)
12:45 – 1:30 PM	Review of EVMS data needs from FRA to OECM before each EVMS process component can begin vs. what FRA may have available or can readily develop
1:30 – 2:30 PM	Establish next steps for start of EVMS process along with preliminary dates and data requirements

\* <http://www.fnal.gov/directorate/OPMO/Projectsns/EVMS/RevPreMtg/RevPreMtg.htm>

### Participants \*

Name	Org / Role	Email	Work #
Bollinger, Mark	DOE / Dpty Site Office Mgr –	<a href="mailto:Mark.bollinger@ch.doe.gov">Mark.bollinger@ch.doe.gov</a>	630-840-8130
Carolan, Pepin	DOE / FPD	<a href="mailto:Pepin.carolan@ch.doe.gov">Pepin.carolan@ch.doe.gov</a>	630-840-2227
Chrisman, Bruce	FRA / FLD COO	<a href="mailto:chrisman@fnal.gov">chrisman@fnal.gov</a>	630-840-6657
Cooper, John	FRA / NOvA Project Mgr	<a href="mailto:jcooper@fnal.gov">jcooper@fnal.gov</a>	630-840-2235
Fisher, Kurt	DOE / SC EVMS POC	<a href="mailto:Kurt.fisher@nnsa.doe.gov">Kurt.fisher@nnsa.doe.gov</a>	301-903-7412
Fountain, Jim	DOE / OECM Lead	<a href="mailto:jim.fountain@hq.doe.gov">jim.fountain@hq.doe.gov</a>	202-586-4342
Garbincius, Peter	FRA / Assoc Dir	<a href="mailto:garbincius@fnal.gov">garbincius@fnal.gov</a>	630-840-3693
Hoffer, Dean	FRA / FLD OPMO Mgr	<a href="mailto:dhoffer@fnal.gov">dhoffer@fnal.gov</a>	630-840-8898
Holmes, Steve	FRA / FLD Assoc Dir	<a href="mailto:holmes@fnal.gov">holmes@fnal.gov</a>	630-840-3988
Kim, Young-Kee	FRA / FLD Dpty Dir (loan from Univ Chicago)	<a href="mailto:ykkim@fnal.gov">ykkim@fnal.gov</a>	630-840-3211
Lavine, Ted	DOE / Prog Mgr (loan from Stanford Univ)	<a href="mailto:ted.lavine@science.doe.gov">ted.lavine@science.doe.gov</a>	301-903-6710
Livengood, Joanna	DOE / Site Office Mgr	<a href="mailto:Joanna.livengood@ch.doe.gov">Joanna.livengood@ch.doe.gov</a>	630-840-3281
McCluskey, Elaine	FRA / NOvA EVMS Imp lead	<a href="mailto:mcccluskey@fnal.gov">mcccluskey@fnal.gov</a>	630-840-2193
Ray, Ron	FRA / NOvA Dpty Proj Mgr	<a href="mailto:rray@fnal.gov">rray@fnal.gov</a>	630-840-8090
Saxer, Suzanne	FRA / NOvA Proj Controls	<a href="mailto:pasek@fnal.gov">pasek@fnal.gov</a>	630-840-3314

\* OPMO > Office of Project Management & Oversight

\* FLD > Fermilab Directorate

\* <http://www.fnal.gov/directorate/>

## DOE OECM EVMS Certification (Pre) Readiness Assessment Review Session

### Notes

#### Issues

- Schedule 1: concurrence to hold the on-site EVMS review in mid/late March if RA in January and EVMS data supplied for analysis (from November 08 forward) proves sufficient
- Schedule 2: OECM to work with FRA and Fermilab to do best possible for EVMS completion NLT early Sept 09 - given FRA desire to go to ESAAB for CD-3 before end of FY09; however, concurrence that this is primarily subject to two caveats: 1) any CAR's resolutions and the subsequent CAP analysis and 2) the need for sufficient months of evidentiary CAP implementation data before CAP validation visit (possibly late Aug 09?)
- Need to further discuss handling of Management Reserve and Contingency Reserve funds
- Need to further discuss unfunded scientific activities relative to WBS (*FRA point: Scientists are not funded by the project but are core program funded*).
- Need to further discuss CAMS for EVMS on-site review (University Professors us-wide vs FNAL based staff) left to 1 day RA session
- Need to further discuss the MOU between Univ of Mn and FRA and impact of UMn supply of EVMS data to FRA. Also, how the EVMS in place before the NOvA hiatus and then restart was handled – brief and lite “Crosswalk” discussion at Day 1 RA session.
- Any issues with EVMS review only being of one project (NOvA)?

#### Actions

- Scheduling of 1 day RA session at FNAL sometime during in week of January 5, 2009

#### Discussions

- Need for another EIR (Update) due to resumption of NOvA on 7/3 with Presidential authorization. Result: not needed – FRA and OECM concur
- Difference between FRA NOvA Project Team and FRA Office of Project Management & Oversight (OPMO). (*FRA Point: OPMO is not synonymous with the NOvA Project Team. OPMO is the project office for the Lab and is in the Directorate and line of reporting is to the Lab Director. OPMO has two other active projects that are in their construction phase and is working with 5 other startup projects that are going for CD-0 over the next year.*)
- Other than NOvA (at \$278M) no other project exists for review by the OECM EVMS team. The MINERVA project is already CD-3 and only \$16M and the DECam project (\$35.2M) got CD-3 approval 10/24/08.
- FRA new EVMS officially approved 10/17/08 and found at:
  - \* <http://www.fnal.gov/directorate/OPMO/PolProc/home.htm>
- NOvA project entails construction taking place in Northeast Minnesota but control ops at FNAL. Univ of Minnesota has MOU with FRA. UMn has about \$40M+ of the \$278M total but site construction only. All PM done by FRA at FNAL. (*FRA Point: Not sure what “control ops” means. If this bullet is strictly about construction of the building under the Cooperative Agreement it covers the subject. If it is to explain where the work is done for the various parts of the project, further details may be needed. The building and final assembly of the large detector takes place in Minnesota. Parts and subcomponents of the detector are built or assembled at Universities and other places. A small detector will be built at FNAL in the NuMI tunnel and there is modification work to the accelerator at Fermi that will supply the beam to Minnesota.*)
- FRA NOvA has 13 CAM's (5 University and 8 FNAL), 67 control accounts and 3 Project Control Managers supporting the 13 CAM's. (*FRA Point: The 5 non FNAL CAMs consist of 4 from Universities and 1 from ANL (Argonne National Laboratory). Also, there are around 3 FTEs of Project Controls, which consists of 4 different people.*)
- Training of CAM's in new EVMS with EVMS OK on 10/17/08? (*FRA Point of clarification: Formal Training was not performed in October, but the CAMS were informed about the FRA System.*)

## DOE OECM EVMS Certification (Pre) Readiness Assessment Review Session

OECM supported usage of mock reviews and accent on CAM's independent knowledge from Project Controls Manager

- Assurances of no carry forward of prior EVMS (used on DECam project) into new EVMS from 10/17/08 forward.
- President authorized NOvA funds to support reactivation of project on 7/3/08. SC approved CD-2 on 9/15/08 and CD-3a on 10/24/08.
- Since all CAM notebooks are 100% electronic, FRA will ensure enough workstations are set up for the EVMS on-site review to enable private interviews with CAMS and full, unrestricted access to the interview team to the respective CAM notebook electronically.
- FRA has established an oversight committee for such items as the new EVMS which is represented by over 50% of team members from the NOvA project. (*FRA point: There is EVMS Core Team, which 50% are on the NOvA Project. The Oversight Committee is senior management type people that represent different areas of the Fermilab organization.*)