Department of Energy
Washington, DC 20585

OCT 19 2012

MEMORANDUM FOR DANIEL LEHMAN
DIRECTOR
OFFICE OF PROJECT ASSESSMENT

FROM: MICHAEL PROCARIO
DIRECTOR
FACILITIES DIVISION
OFFICE OF HIGH ENERGY PHYSICS

SUBJECT: Request to Conduct Mini-Review of the Mu2e Project Solenoid Subsystem Design Effort

I request that your Office conduct a mini-review of the Muon-to-Electron Conversion Project (Mu2e) at Fermi National Accelerator Laboratory (FNAL) on November 19, 2012. The purpose of the review is to evaluate the progress made by the project in responding to the specific recommendations from the June 2012 CD-1 IPR relevant to procurement of the superconducting solenoids. A video conference with participation by the project management team and a small number of independent technical reviewers would be adequate.

In carrying out its charge, the review committee should address the following questions:

1. What is the status of the preliminary design and have any new technical risks or issues been identified since the June 2012 review?

2. What is the status of the recommendations related to procurement of the superconducting solenoids including specification packages, vendor oversight and possible early procurement options?

Dr. Theordore Lavine is the Program Manager for the Mu2e Project in the Office of High Energy Physices and will serve as the OHEP contact person the review. We appreciate your assistance in this matter. As you know, these reviews play an important role in our program. I look forward to receiving your Committee's report.

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cc: Patricia Dehmer, SC-2
James Siegrist, SC-25
Theodore Lavine SC-25

Pier Oddone, FNAL Director
M.Weis, FNAL Site Office
Pepin Carolan, FSO
Paul Philip , FSO
Gregory Bock, FNAL