

**Memorandum**

29-Jul-2016

**To:** Mike Lindgren, Chief Project Officer

**From:** Nigel Lockyer, Director

**Subject:** Director's CD-1 Review of the Integrated Engineering Research Center (IERC)

Please organize and conduct a Director's Review of IERC on August 30-September 1, 2016 to assess the project's readiness for the DOE CD-1 review and approval process. The purpose of the Review is to assess all aspects of the project's conceptual design and associated plans.

The review committee should respond to the following questions:

1. **Design and Scope.** Have performance requirements been appropriately and sufficiently defined for this stage of the project? Is the conceptual design sound and likely to meet the performance requirements?
2. **Cost and Schedule.** Has a credible and sufficient alternatives analysis been performed? Are the estimated cost and schedule ranges credible and realistic for this stage of the project? Is adequate scope, cost, and schedule contingency included?
3. **Management.** Is the project being appropriately managed? Is the Integrated Project Team established and functioning? Are the management structure and resources adequate to begin the Preliminary Design and to support the project through construction to successful completion? Is the required DOE Order 413.3b documentation (e.g. Acquisition Strategy, Preliminary Project Execution Plan, Risk Management Plan, and Preliminary Hazard Analysis Report) complete?
4. **Environment, Safety, Health, and Quality (ESH&Q).** Is ESH&Q being appropriately addressed for this stage of the project? Are Integrated Safety Management Principles being followed?

The committee is asked to present a draft of their report at the review closeout and to issue the final report within two weeks of the review's conclusion.



Nigel Lockyer  
Director  
Fermi National Accelerator Laboratory