

Report Outline and Reviewer Assignments
For the
Director's Independent Design and CD-2/3a Review of UUP
October 20-21, 2014

Executive Summary	<u>Chair: Jason Budd</u>
<u>1.0 Introduction</u>	
2.0 Management Cost & Schedule	<u>Jason Budd*</u> Tracy Lundin <u>Sherese Humphrey*</u> Bob O'Sullivan
3.0 Technical	
3.1 Industrial Cooling Water 3.2 High Voltage	<u>Jeff Sims*</u> Jerry Leibfritz Steven Hays John Reid
4.0 ES&H	<u>Mike Andrews*</u>
5.0 Charge Questions	
TECHNICAL	
1. Are all Key Performance Parameters (KPPs) sufficiently defined and documented to establish the project performance baseline? Are preliminary designs for all project scope, final design for Phase-A scope, and the respective design review reports complete? Similarly, is the CD-3a scope towards achieving the KPP's sufficiently defined and documented?	<u>Jeff Sims</u> Jerry Leibfritz Steven Hays John Reid All
2. Is the Project's design appropriately developed and documented in the UUP Technical Design Report (TDR)? Is the final design sufficiently mature such that the Project can initiate procurements and start construction? What outstanding design risks remain? For those elements of the design that are not yet finalized, has the Project shown that there are no major risks or issues that impede a clear path to a final design?	<u>Jerry Leibfritz</u> Jeff Sims Steven Hays John Reid All
COST/SCHEDULE/FUNDING	
3. Has the Project developed a resource-loaded schedule that includes the Project's full scope of work? Is the schedule realistic and achievable?	<u>Sherese Humphrey</u> Bob O'Sullivan All
4. Are the cost and schedule estimates complete and credible? Do they include adequate scope, cost and schedule contingency?	<u>Bob O'Sullivan</u> Sherese Humphrey All
5. Has the Project documented the Basis of Estimate (BOE) that supports the baseline cost and schedule presented?	<u>Bob O'Sullivan</u> Sherese Humphrey All
6. Are the project cost and scope consistent with the draft Project Execution Plan and preliminary performance baseline? Has the schedule been appropriately updated? Is adequate cost, schedule and scope contingency identified to mitigate risk prior to and after CD-3a? Is an Earned Value Management System employed and ready to begin monthly PARS-II reporting in a timely manner?	<u>Sherese Humphrey</u> Bob O'Sullivan All
MANAGEMENT	

7. Has the Project implemented Risk Management by identifying risks, performing a risk assessment (qualitative and quantitative) and developing mitigation plans? Are there any interdependencies with other projects or significant research operations? If so, have they been identified and are there plans in place to mitigate risk for the CD-3a scope?	<u>Tracy Lundin</u> <u>Jason Budd</u> All
8. Is CD-4 achievable with the Project's risks and within the DOE approved Total Project Cost?	<u>Jason Budd</u> Tracy Lundin All
9. Has the Project updated required project management documents per DOE Order 413.3B for CD-2/3 and per the Fermilab Project Management System? Are the solicitation documents accurate and sufficiently mature to support the procurement and/or construction of the Phase A scope under CD-3A? Are the Acquisition Strategy and Acquisition Plan updated and approved? Are cost estimates reconciled and bids or quotes in-hand?	<u>Jason Budd</u> Tracy Lundin All
10. Are the Project organization and staffing levels adequate to initiate construction and manage the work to achieve CD-4?	<u>Tracy Lundin</u> <u>Jason Budd</u> All
11. Are ESH&Q aspects being properly addressed at this stage? Are the Hazard Analysis Report and the final NEPA determination issued and are the permits in place to allow CD-3a scope to commence?	<u>Mike Andrews</u> All
12. Does the Project's process for monthly progress reporting satisfy DOE and Laboratory requirements?	<u>Bob O'Sullivan</u> All
13. Has the Project appropriately addressed the recommendations from prior reviews?	<u>Tracy Lundin</u> All
14. Is the UUP Project ready for a DOE CD-2/3a review in December?	<u>Jason Budd</u> All

Note: * Indicates Subcommittee Lead and integrator of write-ups
Underlined names are the primary writer.