

Date: June 26, 2020
To: Doug Glenzinski, Chief Project Officer
From: Nigel Lockyer, Director
Re: Director's Cost & Schedule Review of the MAGIS-100 Experiment

Message:

Please organize and conduct a Director's Review 15-17 September 2020 to assess the credibility and completeness of the MAGIS-100 execution plan. The experiment received Stage-1 approval from the Fermilab Physics Advisory Board and has been awarded a grant from the Gordon and Betty Moore Foundation (GBMF) and a QuantiSED grant from the US Department of Energy.

The review committee is requested to address the following questions:

1. Is the resource-loaded-schedule complete – including design, assembly, installation, commissioning, and transition to science exploitation - and is it developed to the appropriate level of detail so that it can serve as a useful tool for managing cost and schedule performance?
2. Have a complete set of milestones been defined that enable adequate tracking of progress?
3. Are all required M&S and labor resources included at the appropriate level of detail and are the associated costs and schedule durations realistic?
4. Are major procurements, interfaces between the subsystems, and integration of the experiment being adequately identified, planned for and managed?
5. Is support beyond the QuantiSED and GBMF grant required, and if so, is the shortfall quantified by fiscal year?
6. Are the appropriate technical reviews being planned, conducted, and responded to?

7. Has a complete and thorough risk analysis been performed and are the associated cost and schedule contingencies quantified and clearly presented?
8. Does the project understand its dependencies on outside resources such as other funding sources or international collaborators ?
9. Is the project appropriately responding to and planning for impacts from COVID19?
10. Are ES&H and Quality Assurance being appropriately addressed?
11. Have recommendations from previous reviews been adequately addressed?
12. Is the program being properly managed, and is the project team being properly supported, to complete MAGIS-100 assembly, installation, commissioning, and transition-to-science in a timely and cost-effective manner?

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 S. Lockyer
Director of Fermilab