

Date: June 8, 2020
To: Doug Glenzinski, Chief Project Officer
From: Nigel Lockyer, Director
Re: Director's CD-3c Review of HL-LHC Accelerator Upgrade Project

Message:

Please organize and execute an assessment on July 28-30, 2020 that will determine the readiness of the HL-LHC Accelerator Upgrade Project (AUP) to proceed to CD-3c for the approval to continue production of MQXF A Magnets, RFD Dressed Cavities and LMQXF A Cold Masses. The assessment should address the following questions:

1. Is the proposed scope of the CD-3c work clearly defined and complete?
2. Are the need, technical justification, and schedule justification clearly articulated and sufficient to support the activities identified for the CD-3c scope?
3. Are the relevant designs technically sound and sufficiently mature and have the appropriate reviews occurred?
4. Is the planning for major procurements, interfaces between the subsystems, and integration of the project adequate to proceed with the proposed CD-3c scope?
5. Is the baselined resource-loaded schedule still adequate to serve as the performance baseline for the CD-3c scope?
6. Have all risks relevant for the CD-3c scope been identified, and are the cost and schedule contingency adequate and commensurate with the risks relevant for the execution of the CD-3c scope?
7. Does the project understand its dependencies on outside resources such as international collaborators ?
8. Are Environment, Safety, and Health and Quality Assurance aspects being handled appropriately?
9. Is the project appropriately responding to and planning for impacts from COVID19?
10. Is the required documentation complete at a level necessary for CD-3 and have recommendations from previous reviews been appropriately addressed?
11. Is the project being well managed, and is the project team being properly supported by the participating laboratories and Fermilab, in particular?
12. Is the project ready for approval of CD-3c?

The Committee is asked to present a draft of their answers to these charge questions and recommendations at the close of the assessment, and a final report within three weeks.



Nigel S. Lockyer
Director of Fermilab