

Director's Review of the LUSI Project
March 4-5, 2008

Review Charge

Technical

1. Is the project scope well defined and supported by the preliminary design documentation, technical specifications and objectives?
2. Is the defined project scope reflected in the project cost and schedule?
3. Do the "early science" configurations of the XPP and CXI instruments provide the capability to support the start-up of science programs in the first two years of LCLS operation? Are there any key ingredients missing for early science?
4. Do the "completed configuration" designs of the three instruments correctly address the longer-term needs of LCLS science?

Cost

5. Is the Work Breakdown Structure (WBS) appropriate for the project scope?
6. Do the cost estimates for each WBS (or cost) element have a sound documented basis and are they reasonable?
7. Does an obligation profile exist? How does it compare with the funding guidance?

Schedule

8. Is the schedule well developed and appropriately structured by specifying relationships, predecessors, successors, critical path, resource loaded, etc?
9. Are the durations for the activities and overall schedule reasonable and achievable with the assumed resources?
10. Does the schedule contain appropriate levels of milestones, sufficient quantity of milestones for tracking progress, and do they appear to be achievable?
11. Does the schedule include design review activities, including assessment of readiness for procuring prototypes, preproduction and production materials?
12. Is there narrative which precisely defines the deliverable(s) required to satisfy the CD-4 Milestone?

Management & Safety

13. Is there an appropriate management organizational structure in place to accomplish the design and construction?
14. Is the organization structure well documented, and are responsibilities defined and appropriate for the scope of work?
15. Are there adequate staffing resources available or planned for this effort?
16. Is there a funding plan available or proposed to meet the resource requirements to realize the project?
17. Has a Risk Management Plan been developed, which identifies, analyzes, implements handling plans, and monitors risks over the project's life cycle?
18. Has the project developed the safety documentation (e.g., Preliminary Hazards Analysis) required for CD-2?
19. Has the project effectively integrated ISM into the project's processes and procedures?

20. Provide an assessment on 16 EIR criteria (attached).

Procurement

- 21. Are the project designs and procurement packages prepared to the degree to support a CD-2 decision?
- 22. Have the procurement packages been identified in the resource-loaded schedule with adequate lead time?
- 23. Have critical make vs. buy decisions been evaluated and is that reflected in the baseline cost estimate, schedule and technical risk plan?

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