

**From:** "Timothy Hallman" <hallman@bnl.gov>  
**Subject:** Letter from Jehanne Simon-Gillo concerning the upcoming TOF review  
**Date:** June 28, 2005 8:54:11 PM CDT  
**To:** startof-hn@connery.star.bnl.gov  
**Reply-To:** startof-hn@connery.star.bnl.gov

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Dear STAR Tof'ers

Attached below is a copy of the letter sent by way of formal notification to Tom Ludlam (BNL POC) by Jehann Simon-Gillo (DOE) of the schedule for the upcoming TOF review.

In the next day or so, I will be communicating with various members of the TOF team and Dick Majka concerning the agenda and a speaker list that STAR will propose to address the charge below.

For anyone who is proposed to speak, I would like to convene a meeting at BNL in order to have a dry run for the review. It seems my previous suggested dates do not allow convergence, so I would like to suggest Monday, July 18th. I believe there will be a need for a lot of close discussion, and therefore video conferencing will not be effective for this meeting. Once we have a draft agenda, if someone has a practical problem getting to BNL, they should send me email.

Thanks in advance, and I will be in touch again with various people about this soon.

Sincerely,

Tim

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Dear Dr. Ludlam

The Office of Nuclear Physics Facilities and Project Management division is organizing a Technical, Cost, Schedule, and Management Review of the proposed STAR Time-of-Flight (TOF) detector (~4.6 million actual year dollars) for the Relativistic Heavy Ion Collider RHIC). As you are aware, this review will take place at Brookhaven National Laboratory on August 22-23, 2005.

The purpose of this review is to assess all aspects of the project's conceptual design and associated plans -- technical, cost, schedule, management and ES&H. The following main topics will be considered at the review.

- a. The significance and merit of this proposed project;
- b. The status of the technical design, including completeness of technical design and scope, feasibility and merit of technical approach;
- c. The feasibility and completeness of the proposed budget and schedule, including availability of manpower;
- d. The effectiveness of the proposed management structure; and
- e. Other issues relating to the STAR TOF detector.

In addition to the above, the committee will be asked to evaluate drafts of project documentation, including the project proposal and management plan.

I will be chairing the review. The first day will consist of presentations by the laboratory and executive sessions. The second day will include executive sessions and preliminary report writing; a brief close-out will end at 2:00 p.m. Preliminary findings, comments, and recommendations will be presented at the close-out. The panel members have been instructed to contact Cora Feliciano at BNL at (631)344-3908 or E-mail: feliciano@bnl.gov regarding any logistics questions. Word processing and secretarial assistance should be made available during the review.

I greatly appreciate your efforts in preparing for this review. It is an important process that allows our office to understand the project and its readiness to proceed with fabrication. I look forward to a very informative and stimulating visit.

Sincerely,

Jehanne Simon-Gillo  
Acting Director  
Facilities and Project Management Division  
Office of Nuclear Physics

cc:

Steve Tkaczyk, DOE  
Mike Butler, BNL Site Office  
Sam Aronson, BNL  
Tim Hallman, BNL  
Brad Keister, NSF

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