

**Office of Project Assessment
Office of Science**

COVID-19 Project Impact Worksheet

Due to the current situation concerning the COVID-19 health crisis, it is anticipated that current projects within the Department of Energy/Office of Science (DOE/SC) could be impacted for a variety of reasons. In order to track and evaluate these impacts it is essential that all DOE/SC and SC National Laboratory personnel identify, monitor, and document these impacts. The purpose of this worksheet is to assist with tracking and capturing the appropriate information that will be necessary to support the impacts for future consideration and allow for quantitative assessment within an appropriate timeframe. This worksheet is intended to assist as a tracking mechanism and should be used to capture the nature of all project impacts related to the COVID-19 health crisis. These impacts could also justify additional costs.

Applicability: All projects greater than \$20M should complete the form on a bi-weekly basis. The expectation is that the Program Managers will receive input from the Federal Project Director (FPD) in concert with the Project Director/Project Manager. It is expected that this could be an iterative process to allow different input to be incorporated.

Reporting Frequency: The form is intended to be filed periodically, and the reporting cadence will be bi-weekly. However, it could also be updated on an “events-driven” basis in order to track and assess most current data.

Impact Criteria/Report Format: The template is intended to be used as a guide, the project /program team should be evaluating project impacts on both a tactical and strategic level of COVID-related project risks/issues. Any supporting data (e.g., Excel worksheets) may be appended as necessary.

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Overview Information	
Date of Report	March 31, 2020
Project Name	sPHENIX
Laboratory/Project Location	Brookhaven National Laboratory
SC Program Office	Nuclear Physics
Federal Project Director	Robert Caradonna – BHSO Point of Contact
Project Director/ Project Manager	Edward O'Brien

Project Status (as of date) March 31, 2020			
Project Type	Major Item of Equipment (MIE)/ Lab Managed		
MIE			COVID-19 Proposed Date/Cost/etc.
CD-1/3a	Planned: Aug 2018	Actual: Aug 2018	
PD-2/3	Planned: Sep 2019	Actual: Sep 2019	
	Planned:	Actual:	
PD-4	Planned: Dec 2022	Actual:	No impact
TPC Percent Complete	Planned: % 45.76	Actual: % 42.71	
TPC Cost to Date	\$ 9,185K		
TPC Committed to Date	\$ 4,939K		
TPC	\$27,000K		
TEC	\$20,577K		
OPC	\$6,423K		
Contingency - Cost	\$4,806K	% to go 37.8	
Contingency - Schedule	14 months	% to go 73.7	

Current Project Stage / Most Recent Critical Decision:

If the most recent critical decision was CD-1 or CD-2, are remote capabilities sufficient to keep project reasonably on schedule? Provide an overview of activities.
N/A

For projects beyond CD-3/CD-3(x) ONLY, provide the following:

- What are the current site conditions? BNL in min-safe. All sPHENIX work is remote.
- Identify any potential Safeguards and Security and/or Environmental, Health and Safety concerns: None

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- What type of work continues to be performed, identify whether remote, or onsite ? All work is remote from BNL. Work that continues to be performed includes remote engineering, design, procurement, documentation, project management and fabrication at vendors.
- What type of work has been stopped or delayed, the nature of the delay. All fabrication work at BNL and the universities has been stopped or delayed.
- Are the delays beyond the control of the contractors or vendors in performing the work scope? Yes
- Can the impacts be readily quantified (cost/schedule impacts)? No cost impacts except potentially those associated with maintaining the early completion date. The schedule contingency will be used , if not possible to mitigate, while BNL and collaborating universities remain closed. Mitigation strategies are being developed to recover lost schedule time after BNL and the universities reopen.
- What are the potential impacts to the contract (possible REAs/draws on contingency)?
 - Are any delays resulting from supply chain disruption?
Yes. Electronics and material deliveries have been delayed due to COVID-19.
 - Are overseas vendors being impacted?
Yes. Overseas vendor deliveries have experienced delays due to COVID-19.
- Has the contractor demobilized?
 - If project is in stand-by / shut-down status, provide a summary of what will be required to restart activities.
BNL must move from a min-safe mode to a low-density work mode. Approximately 30-50% of the sPHENIX BNL workforce must be authorized to return to site, with appropriate labor distancing and protective equipment, to restart electronics testing and detector assembly.
 - Any additional impacts to the DOE/SC mission not considered above? None

Note: sPHENIX Project Management will do a full assessment of the impact of the COVID-19 pandemic on the project cost and schedule once the re-start schedule for BNL, collaborating universities and vendors is better determined.