

Scope Alignment Worksheet

Name	Date	Company	Email	Phone
FEL1		FEL2		FEL3
INVESTMENT IDEA / PERMISSION TO STUDY		CORPORATE BUY-IN / TECHNICAL SELECTION		RELEASE OF FULL CAPITAL FUNDING
Business Risk Risk of doing nothing		Trade-off Risks Risk of doing the wrong thing		Project Risks Risk of doing it the wrong way
Total Installed Cost (TIC) Estimate Fidelity				
+/-50%		+/-30%		+/-10%
Front-End Loading (FEL) Deliverables				COMMENTS
Field Walk-Through Remote Survey	Field Survey Field Survey	Field Investigation		
I/O Estimate	I/O Summaries	Detailed I/O List		
Business Objectives Technical Alternatives Overview	Multi-Vendor Pricing Solicitation RFP preparation RFP response evaluation	Final Vendor Pricing Solicitation RFP preparation RFP response evaluation		
Existing System Overview Future System Constraints	Preliminary System Architecture Preliminary Bill of Materials	Equipment Architecture Bill of Materials Room Layouts Panel Locations		
Schedule constraints	Preliminary Schedule Phased/program schedule	Project Schedule		
Execution Plan Constraints	Preliminary PEP Engineering Scope of Work Installation Scope or Work	PEP Engineering Scope of Work Commissioning Plan		
	Preliminary Risk Assessment	Project Risk Assessment		
	Preliminary RACI	Implementation Task List Project RACI		
ROM Estimate Final report presentation	Preliminary TIC Multi-vendor TIC Multi-vendor TCO Multi-phase TIC Final report presentation	Project TIC Project TCO Final report presentation		
Detailed Design Deliverables (Not typically included w/ an FEL)				
Control Narratives P&ID Loops sheets Cable schedule Control panel drawings Rack / Equipment Room Drawings Control System Architecture Testing or Commissioning Plans				

Questions
