

CONCEPTUAL DESIGN REPORT OUTLINE

The Conceptual Design Report consists of a compilation of documents which analyze the following areas of your project.

- **requirements**
- **risks**
- **alternatives to the recommended/selected solution**

Each section should be clearly identified with the titles below:

Section #1: “Description/Synopsis of existing condition to be remedied”

Section #2: “Description/Synopsis of Alternatives”

Please utilize the following format for your discussion, with **Alternative A*** being the recommended/selected alternative:

2a		Life-Cycle Costs	Operational Considerations	Site Development Considerations	Relationships to Other Sites	Risks
	Alternative A*					
	Alternative B					
	Alternative C					
	Alternative D					

2b	Discussion of criteria and why Preferred Alternative A* was selected:
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Section #3: “Schedule & Cost Range (ROM) including resources needed for design phase”

Section #4: “Preliminary Safeguards & Security Plan”

CONCEPTUAL DESIGN REPORT OUTLINE

Section #5: “Performance Parameters”

Section #6: “Preliminary Project Execution Plan”

Section #7: “Summary Test and Acceptance Criteria”

Section #8

Section #8a: “Work Breakdown Structure (WBS)”

Section #8b: “Work Breakdown Structure Dictionary”

Section #9: “Condition Assessment of the Facilities” (if applicable)

Section #10a: “Waste Minimization/Pollution Identification & Prevention Plan”

Section #10b: “Waste Management Plan”

Section #11: “DRAFT Decontamination & Decommissioning Plan” (if needed)

Section #12: “Assessments of & Strategy” (for each of the following)

12a	NEPA	
12b	Safety	
12c	Security	
12d	Site Selection	
12e	Waste Mgmt.	

Section #13: “Stakeholder Input” (List avenues/means of communication and synopsis of results)

13a	Avenues	
13b	Input Synopsis	

Section #14: “Preliminary Interface Control Documents”

CONCEPTUAL DESIGN REPORT OUTLINE

Section #15: System Requirements & Applicable Codes or Standards

Section #16:

Section #16a: “Site Selection Criteria

Section #16b: “Site Surveys”

Section #17: “Anticipated project deliverables”

Section #18: “Project Constraints”

18a	Schedule	
18b	Funding	
18c	Manpower	
18d	Skill	
18f	Physical Space	
18g	Other	

Section #19

Section #19a: “Conceptual Design Drawings”

Section #19b: “Renderings”

Section #19c: “Calculations”

Section #20: “Readiness Assessment”

Section #21: “Vulnerability Assessment”

Section #22: “Preliminary Plan for Disposal of Facilities” (if applicable)

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