

Memo 6 – Plant Manager

Subject: Project Risk Areas – Paint Booth Installation

From: Ethan Beets, Plant Manager

As part of the risk planning phase, please review the following potential risks and incorporate them into your **Risk Matrix**

Item	Possible Risk	Likelihood	Impact
Permits, Plan Check	Slow approvals or revisions	Medium	Low
Facility Prep	Underestimated HVAC/electrical needs	Low	High
Equipment rentals	Worksite delays	Medium	Medium
Installation	Complications with installation, additional modifications needed	High	Medium

Attached below is a spreadsheet that shows my optimistic, pessimistic, and most likely estimations for the additional costs of the risks, based on my expert opinion. You should be able to generate some **Monte Carlo simulations** with them to effectively budget for project risk.

Link to Spreadsheet: [insert link]

Best,
Ethan