

Planned Outage and Interruption Request

Work Owner _____ Organization _____ Phone _____

Onsite Contact _____ Phone _____

Project # _____ Customer Request _____ WO Number _____

Select Interruption Type:

Building System Outage or Space Closure <small>(Only if part of a building is out, Check all that apply)</small>		Building Access Control		Elevator		Laboratory Utility		Sanitary Sewer
		Electric Power		Heating Ventilation & A/C (HVAC)		Natural Gas		Domestic Water
		Building Space/Entrances/ Occupant Flow		Telephone/IT		Fumehood		Cooler/Freezer
		Emergency Power <small>(Life Safety Approval required)</small>		Other <small>(Explain below)</small>				
Utility Outage <small>(If entire building is out)</small>		Electric Power		Natural Gas		Sewer from Building		Domestic Water
		Hot Water <small>(Central Plant)</small>		Chilled Water <small>(Central Plant)</small>		Steam <small>(Central Plant)</small>		Other <small>(Explain Below)</small>
Outside Closures		Roadway		Sidewalk		Bike Lane		Waste Receptacle
		Parking Spaces		ADA Facilities		Traffic Signal		Other <small>(Explain below)</small>
Life Safety System Outage <small>(Required any time system or components are taken out of service)</small>		Fire Alarm		Fire Suppression System and/or Fire Pump		Special Hazards Range Hood		Fire Hydrant
		Fire watch required? Yes or No <small>(Determined by Risk Management & Safety and University Engineer)</small>				Note:		
Life Safety Notifications		Annual Fire Alarm Test and Inspection		Fire Suppression System Testing		Fire Alarm System Testing		Fire Alarm System Download
Notifications		Unplanned Outage		Preventative Maintenance		Risk Mgt. & Safety Inspection		Other <small>(Explain below)</small>

Description of Work Activity

Building(s) or Location(s) Affected

Specific Space Affected (Room Numbers)

How are the building clients or University stakeholders affected? What will they notice?

Schedule:

Start Date: _____ **Start Time:** _____ **End Date:** _____ **End Time:** _____

Planned Outage and Interruption Request

Planning Reviews (Per Review Matrix):

Organization	Review Required?	Reviewer	Review Date
Maintenance Zone Manager or Supervisor			
Utility Supervisor			
Others as Needed			

Client Approvals (Per Approval Matrix):

Organizations Affected by Work, Interruption, or Outage			
Client	Building(s)	Key Contact	Approval Date

Facilities Management Approvals (Per the Approval Matrix)

Facilities Management								
Maintenance			Utility and Energy			Design & Construction		
Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date
	Bruce Arnold						Wendy Peacock	
Campus Services/Landscape								
Approval Required?	Approved By:	Date						
	Kristy Cannon							
For Life Safety Systems								
University Engineer			Risk Management and Safety					
Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date			
Work Management								
Received By:		Date Received	Time Received		Date Notice Issued		Time Issued	

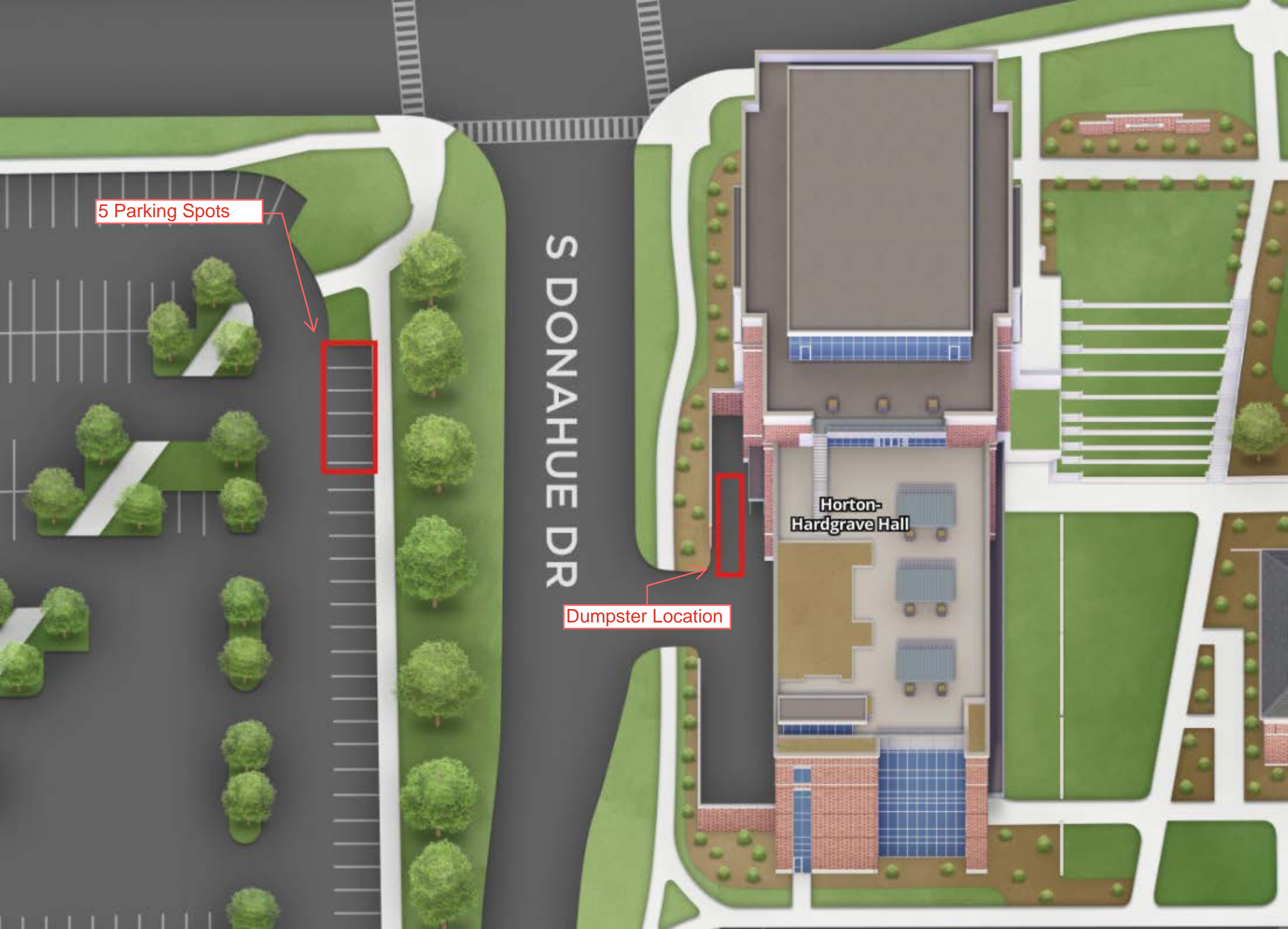
Work Owner Signature: Tyler Hand Date

5 Parking Spots

S DONAHUE DR

Horton-
Hardgrave Hall

Dumpster Location



From: [Arishna Lastinger](#)
To: [Tyler Hand](#); [John Hornbuckle](#); [Eric Moore](#); [Bruce Arnold](#); [C Wagoner](#); [Dee Sneed](#); [Kristy Cannon](#)
Cc: [David Simon](#)
Subject: RE: 23-680 - HHH 2046 Renovation - Parking Outage
Date: Tuesday, April 22, 2025 10:33:55 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Parking Services approves.



Arishna Lastinger

Director
Parking Services
330 Lem Morrison Drive
O: 334.844.4196
ann0002@auburn.edu
auburn.edu/parking



From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Tuesday, April 22, 2025 10:04 AM
To: John Hornbuckle <jrh0096@auburn.edu>; Eric Moore <jem0028@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Arishna Lastinger <ann0002@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>
Cc: David Simon <simonda@auburn.edu>
Subject: 23-680 - HHH 2046 Renovation - Parking Outage

All,

See the attached outage.

We have discussed with client and our maintenance zone supervisor and feel it's best to locate the dumpster in the loading dock to prevent taking up any more parking in the Lowder lot as there will soon be 4 active construction projects in HHH and Lowder.

Please respond to this email with your approval or disapproval of this outage.

Thanks,

From: [Kristy Cannon](#)
To: [Tyler Hand](#); [John Hornbuckle](#); [Eric Moore](#); [Bruce Arnold](#); [Arishna Lastinger](#); [C Wagoner](#); [Dee Sneed](#)
Cc: [David Simon](#)
Subject: Re: 23-680 - HHH 2046 Renovation - Parking Outage
Date: Tuesday, April 22, 2025 10:38:36 AM
Attachments: [image001.png](#)
[Outlook-hfprhbhl.png](#)

Campus Services approves the outage of parking spaces.

We can call WM for you, send them the map to ensure they can access everything, and loop back with you. Do you want us to consider relocating the OCC dumpster or taking it offline? If we move the OCC dumpster out of the loading dock, we will most likely need more parking spaces.

Regards,
Kristy

Kristy Cannon, MBA, MEd, CFP
Assistant Director, Campus Services
Vice-Chair A&P Grievance Committee
1161 W. Samford Ave.
Auburn, AL 36849
(334)734-0208



From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Tuesday, April 22, 2025 10:33 AM
To: Kristy Cannon <kdf0019@auburn.edu>; John Hornbuckle <jrh0096@auburn.edu>; Eric Moore <jem0028@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Arishna Lastinger <ann0002@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Dee Sneed <deesneed@auburn.edu>
Cc: David Simon <simonda@auburn.edu>
Subject: RE: 23-680 - HHH 2046 Renovation - Parking Outage

I'm fine with the dumpster outage portion but I need approval for the parking lot outage.

If you guys will approve that portion I will modify the outage.

Do you need me to contact the compactor folks to discuss truck access?

Thanks,

From: [Bruce Arnold](#)
To: [Tyler Hand](#); [John Hornbuckle](#); [Eric Moore](#); [Arishna Lastinger](#); [C Wagoner](#); [Dee Sneed](#); [Kristy Cannon](#)
Cc: [David Simon](#)
Subject: RE: 23-680 - HHH 2046 Renovation - Parking Outage
Date: Tuesday, April 22, 2025 1:12:31 PM

I approve

Bruce

Gary B. "Bruce" Arnold, CEFP

AU '83

Assistant Director, Maintenance

Facilities Management

Auburn University

Cell: 334-734-3225

Email: gba0004@auburn.edu

1161 West Samford Avenue

Auburn, AL 36849



From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Tuesday, April 22, 2025 10:04 AM
To: John Hornbuckle <jrh0096@auburn.edu>; Eric Moore <jem0028@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Arishna Lastinger <ann0002@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>
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