

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 (Only if part of a building is out, Check all that apply)		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 (Life Safety Approval required)		Other (Explain below)				
Utility Outage (If entire building is out)		Electric Power		Natural Gas		Sewer from Building		Domestic Water
		Hot Water (Central Plant)		Chilled Water (Central Plant)		Steam (Central Plant)		Other (Explain Below)
Outside Closures		Roadway		Sidewalk		Bike Lane		Waste Receptacle
		Parking Spaces		ADA Facilities		Traffic Signal		Other (Explain below)
Life Safety System Outage (Required any time system or components are taken out of service)		Fire Alarm		Fire Suppression System and/or Fire Pump		Special Hazards Range Hood		Fire Hydrant
		Fire watch required? Yes or No (Determined by Risk Management & Safety and University Engineer)				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 (Explain below)

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			

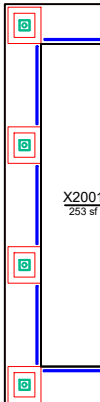
Client Approvals (Per Approval Matrix):

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
	Eric Moore						Andrew Spurlin	
Campus Services/Landscape								
Approval Required?	Approved By:	Date						
	Dee Sneed							
For Life Safety Systems								
University Engineer			Risk Management and Safety					
Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date			
	Bob Hix			Elizabeth De Kruif				
Work Management								
Received By:		Date Received	Time Received		Date Notice Issued		Time Issued	

Work Owner Signature: Tyler Hand Date





FACILITIES MANAGEMENT
CONSTRUCTION MANAGEMENT
FIRE WATCH SIGN-OFF FOR OUTAGES

FIRE WATCH SIGN-OFF SHEET

Project Name. HHH 2046 Renovation

Date: June 4 - June 5

AU Project #. 23-680

NAME	TIME WALKED	PHONE	COMMENTS

NAME	TIME WALKED	PHONE	COMMENTS

From: [Dee Sneed](#)
To: [Tyler Hand](#); [Bob Hix](#); [Nolan Yon](#); [Jessica Covington](#); [Elizabeth De Kruif](#); [C Wagoner](#); [Bruce Arnold](#); [Eric Moore](#); [Kristy Cannon](#); [John Hornbuckle](#); [David Simon](#); [Josh Conradson](#)
Cc: [Terry Whitfield](#); [Junior Silva](#)
Subject: RE: 23-680 - HHH 2046 Renovation - Sprinkler Outage
Date: Monday, June 2, 2025 7:53:46 AM
Attachments: [image001.png](#)

Campus Services approves.

Kind Regards,

Dee



Dee Sneed, MBA, CFP
Director, Campus Services
Facilities Management
334-844-9120 office
334-734-1826 cell

From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Monday, June 2, 2025 7:44 AM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Eric Moore <jem0028@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Josh Conradson <conrajr@auburn.edu>
Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>; Junior Silva <juniors@cc.thecarlisleco.com>
Subject: 23-680 - HHH 2046 Renovation - Sprinkler Outage

All,

See the attached Sprinkler Outage to rework existing sprinkler pipe that interferes with new ceiling grid.

System will be up at end of each day.

The whole second floor will be down. Should only take one day but I've reserved 3 to cover.

From: [C Wagoner](#)
To: [Tyler Hand](#); [Bob Hix](#); [Nolan Yon](#); [Jessica Covington](#); [Elizabeth De Kruif](#); [Bruce Arnold](#); [Eric Moore](#); [Dee Sneed](#); [Kristy Cannon](#); [John Hornbuckle](#); [David Simon](#); [Josh Conradson](#)
Cc: [Terry Whitfield](#); [Junior Silva](#)
Subject: RE: 23-680 - HHH 2046 Renovation - Sprinkler Outage
Date: Monday, June 2, 2025 7:55:15 AM

Zone 4 approves

Burke Wagoner

Supervisor Zone 4 Maintenance

Auburn University

Facilities Management

334-734-0937

From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Monday, June 2, 2025 7:44 AM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Eric Moore <jem0028@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Josh Conradson <conrajr@auburn.edu>
Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>; Junior Silva <juniors@cc.thecarlisleco.com>
Subject: 23-680 - HHH 2046 Renovation - Sprinkler Outage

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Let me know if you approve or disapprove of this outage.

Thanks,

Tyler Hand

Project Manager, Construction Management

Auburn University Facilities Management

From: [Bob Hix](#)
To: [Tyler Hand](#); [Nolan Yon](#)
Subject: RE: 23-680 - HHH 2046 Renovation - Sprinkler Outage
Date: Monday, June 2, 2025 8:27:03 AM

Approved

Bob Hix, P.E.

C: 334-740-8247 | bobhix@auburn.edu

From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Monday, June 2, 2025 8:15 AM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>
Subject: RE: 23-680 - HHH 2046 Renovation - Sprinkler Outage

Attached.

Tyler Hand

Project Manager, Construction Management
Auburn University Facilities Management
1161 W Samford Ave, Building One
Auburn University, AL 36849
C: 334-703-2517 | tyler.hand@auburn.edu

From: Bob Hix <hixjame@auburn.edu>
Sent: Monday, June 2, 2025 8:10 AM
To: Tyler Hand <tyler.hand@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Eric Moore <jem0028@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Josh Conradson <conrajr@auburn.edu>
Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>; Junior Silva <juniors@cc.thecarlisleco.com>
Subject: RE: 23-680 - HHH 2046 Renovation - Sprinkler Outage

Need to check the Fire Watch Required section

Bob Hix, P.E.

C: 334-740-8247 | bobhix@auburn.edu

From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Monday, June 2, 2025 7:44 AM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Eric Moore <jem0028@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon

From: [Eric Moore](#)
To: [Tyler Hand](#); [Bob Hix](#); [Nolan Yon](#); [Jessica Covington](#); [Elizabeth De Kruif](#); [C Wagoner](#); [Bruce Arnold](#); [Dee Sneed](#); [Kristy Cannon](#); [John Hornbuckle](#); [David Simon](#); [Josh Conradson](#)
Cc: [Terry Whitfield](#); [Junior Silva](#)
Subject: RE: 23-680 - HHH 2046 Renovation - Sprinkler Outage
Date: Monday, June 2, 2025 8:51:12 AM

I approve

From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Monday, June 2, 2025 7:44 AM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Eric Moore <jem0028@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Josh Conradson <conrajr@auburn.edu>
Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>; Junior Silva <juniors@cc.thecarlisleco.com>
Subject: 23-680 - HHH 2046 Renovation - Sprinkler Outage

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Let me know if you approve or disapprove of this outage.

Thanks,

Tyler Hand
Project Manager, Construction Management
Auburn University Facilities Management
1161 W Samford Ave, Building One
Auburn University, AL 36849
C: 334-703-2517 | tyler.hand@auburn.edu

From: [John Hornbuckle](#)
To: [Tyler Hand](#)
Cc: [David Simon](#)
Subject: Re: 23-680 - HHH 2046 Renovation - Sprinkler Outage
Date: Monday, June 2, 2025 11:47:54 AM
Attachments: [img-a6ed8afc-e8b4-4e62-8c16-46fbb2dba0fc\[92\]](#)
[img-fb6fbc9f-a888-4933-ad0d-7843fcb1ced7\[80\]](#)
[img-71aee111-8ce0-4a22-bd83-062cc6f8be77\[90\]](#)
[img-5473d0bc-4882-4356-be4e-e6739e2e8c63\[97\]](#)

Approved.



John Hornbuckle, MS-MIS, PMP
Chief Information and Operating Officer
Harbert College of Business
harbert.auburn.edu



From: Tyler Hand <tyler.hand@auburn.edu>

Date: Monday, June 2, 2025 at 7:44 AM

To: Bob Hix <hixjame@auburn.edu>, Nolan Yon <yonbenj@auburn.edu>, Jessica Covington <jlc0105@auburn.edu>, Elizabeth De Kruif <erd0023@auburn.edu>, C Wagoner <cbw0021@auburn.edu>, Bruce Arnold <gba0004@auburn.edu>, Eric Moore <jem0028@auburn.edu>, Dee Sneed <deesneed@auburn.edu>, Kristy Cannon <kdf0019@auburn.edu>, John Hornbuckle <jrh0096@auburn.edu>, David Simon <simonda@auburn.edu>, Josh Conradson <conrajr@auburn.edu>

Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>, Junior Silva <juniors@cc.thecarlisleco.com>

Subject: 23-680 - HHH 2046 Renovation - Sprinkler Outage

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From: [Elizabeth De Kruif](#)
To: [Tyler Hand](#); [Jessica Covington](#)
Subject: Re: 23-680 - HHH 2046 Renovation - Sprinkler Outage
Date: Tuesday, June 3, 2025 8:34:54 AM
Attachments: [image001.png](#)

I approve.



Elizabeth De Kruif, CIH
University Industrial Hygienist

erd0023@auburn.edu
334-734-0469
1161 W. Samford Ave., Bldg. 9, Auburn, AL 36849

From: Tyler Hand <tyler.hand@auburn.edu>
Date: Tuesday, June 3, 2025 at 6:45 AM
To: Jessica Covington <jlc0105@auburn.edu>, Elizabeth De Kruif <erd0023@auburn.edu>
Subject: FW: 23-680 - HHH 2046 Renovation - Sprinkler Outage

Guys,

Do you approve of this one?

Tyler Hand

Project Manager, Construction Management
Auburn University Facilities Management
1161 W Samford Ave, Building One
Auburn University, AL 36849
C: 334-703-2517 | tyler.hand@auburn.edu

From: Tyler Hand
Sent: Monday, June 2, 2025 7:44 AM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Eric Moore <jem0028@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Josh Conradson <conrajr@auburn.edu>
Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>; Junior Silva <juniors@cc.thecarlisleco.com>
Subject: 23-680 - HHH 2046 Renovation - Sprinkler Outage