

Planned Outage and Interruption Request

Work Owner Eric Moore Organization Maintenance Phone 334-870-8447
 Onsite Contact Frank Faulk Phone 205-381-8360
 Project # 25-015 Customer Request NA WO Number NA

Select Interruption Type:

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

Description of Work Activity

Replacement of the hydraulic power unit.

Building(s) or Location(s) Affected

Sciences Center Classroom

Specific Space Affected (Room Numbers)

Elevator

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

The elevator will not be operational while the work is being completed.

Schedule: Start Date: 6/19/25 Start Time: 7:00 am End Date: 6/20/25 End Time: 5:00 pm

Planned Outage and Interruption Request

Planning Reviews (Per Review Matrix):

Organization	Review Required?	Reviewer	Review Date
Maintenance Zone Manager or Supervisor	Y	Fred	6/12/25
Utility Supervisor	N		
Others as Needed	N		

Client Approvals (Per Approval Matrix):

Organizations Affected by Work, Interruption, or Outage			
Client	Building(s)	Key Contact	Approval Date
COSAM	Sciences Center Classroom	Mike Brackin	Email 6/17/25
Provost	Sciences Center Classroom	Julie Huff	Email 6/12/25

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
Y	<i>[Signature]</i>	6/17/25	N			N		
Campus Services/Landscape								
Approval Required?	Approved By:	Date						
Y	<i>[Signature]</i>	6/17/25						
For Life Safety Systems								
University Engineer			Risk Management and Safety					
Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date			
N			N					
Work Management								
Received By:		Date Received	Time Received		Date Notice Issued		Time Issued	

Work Owner Signature: _____

Date _____

[Signature] 6/17/25

Eric Moore

From: Michael Brackin
Sent: Monday, June 16, 2025 10:38 PM
To: Eric Moore
Cc: Julie Huff; Dee Sneed; Kristy Cannon; Fred Buchanan; Travis Tally; Josh Conradson
Subject: Re: Sciences Center Classroom Elevator Outage

I approve
Sent from my iPhone

On Jun 12, 2025, at 12:42 PM, Eric Moore <jem0028@auburn.edu> wrote:

All,

I am working to plan an outage for the elevator in the Sciences Center Classroom building. We are upgrading the hydraulic power unit and replaced equipment for the elevator because the existing equipment is aged and in need of replacement.

The work will require the elevator to be shutdown for about a day and half. I am requesting an outage for 2 days in case we run into any issues, and it takes a little longer to complete the work.

We would like to complete the work next week on Thursday and Friday (June 19 and 20) in hopes that we can take advantage of the upcoming holiday on Thursday.

Please let me know if this timeframe works for the outage.

If there are any questions, please let me know.

Thanks
Eric Moore
Executive Dir. & Chief Maintenance Officer
M: 334-870-8447
Facilities Work Order Request: 334-844-4357 (HELP)

<image001.jpg>

<Sciences Center Classroom Outage.pdf>

Eric Moore

From: Julie Huff
Sent: Thursday, June 12, 2025 1:44 PM
To: Eric Moore
Subject: Re: Sciences Center Classroom Elevator Outage

Approved.

On Jun 12, 2025, at 12:42 PM, Eric Moore <jem0028@auburn.edu> wrote:

All,

I am working to plan an outage for the elevator in the Sciences Center Classroom building. We are upgrading the hydraulic power unit and replaced equipment for the elevator because the existing equipment is aged and in need of replacement.

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Executive Dir. & Chief Maintenance Officer
M: 334-870-8447
Facilities Work Order Request: 334-844-4357 (HELP)

<image001.jpg>

<Sciences Center Classroom Outage.pdf>

Eric Moore

From: Fred Buchanan
Sent: Thursday, June 12, 2025 12:57 PM
To: Eric Moore; Michael Brackin; Julie Huff; Dee Sneed; Kristy Cannon; Travis Tally
Cc: Josh Conradson
Subject: RE: Sciences Center Classroom Elevator Outage

I approve.
Fred

From: Eric Moore <jem0028@auburn.edu>
Sent: Thursday, June 12, 2025 12:43 PM
To: Michael Brackin <brackmg@auburn.edu>; Julie Huff <hilljul@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; Fred Buchanan <buchaf1@auburn.edu>; Travis Tally <tallytp@auburn.edu>
Cc: Josh Conradson <conrajr@auburn.edu>
Subject: Sciences Center Classroom Elevator Outage

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Eric Moore

Executive Dir. & Chief Maintenance Officer

M: 334-870-8447

Facilities Work Order Request: 334-844-4357 (HELP)

OUR CORE VALUES.



Eric Moore

From: Dee Sneed
Sent: Tuesday, June 17, 2025 7:49 AM
To: Eric Moore; Kristy Cannon; Ryan Harris
Subject: RE: Sciences Center Classroom Elevator Outage

Campus Services approves.

Kind Regards,

Dee



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

From: Eric Moore <jem0028@auburn.edu>
Sent: Tuesday, June 17, 2025 7:48 AM
To: Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; Ryan Harris <rch0072@auburn.edu>
Subject: FW: Sciences Center Classroom Elevator Outage

You good with this outage?
Eric

From: Eric Moore
Sent: Thursday, June 12, 2025 12:43 PM
To: Michael Brackin <brackmg@auburn.edu>; Julie Huff <hilljul@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; Fred Buchanan <buchaf1@auburn.edu>; Travis Tally <tallytp@auburn.edu>
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