

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

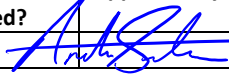
Planning Reviews (Per Review Matrix):

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

Client Approvals (Per Approval Matrix):

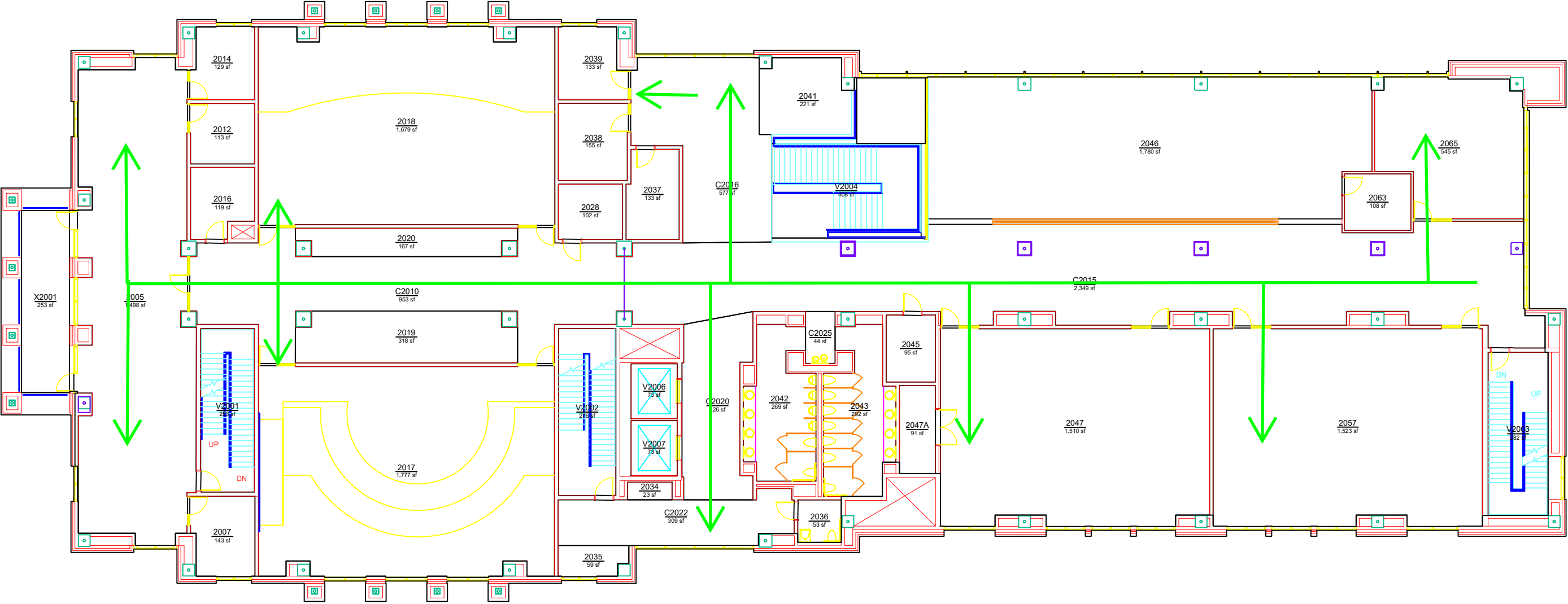
Organizations Affected by Work, Interruption, or Outage			
Client	Building(s)	Key Contact	Approval Date

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
	Josh Conradson							
Campus Services/Landscape			For Life Safety Systems			Work Management		
University Engineer			Risk Management and Safety					
Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date			
	Bob Hix			Jessica Covington				
Received By:		Date Received	Time Received	Date Notice Issued		Time Issued		

Work Owner Signature: Tyler Hand Date

Fire Watch Path



Planning, Design,
and Construction
Facilities Management
1161 West Samford Ave, Building 1
Auburn, AL 36849

BASE FLOOR PLAN
HORTON HARDGRAVE HALL
LEVEL: 02

Building No.: AA T0203
File Name: AA T0203_02
Last Export: 05/30/2023
Report Created By: Ellen Doyle
Report Date: 05/30/2023

FIRE WATCH SIGN-OFF SHEET

Project Name. HHH 2046 Renovation

Date: June 24 - June 27

AU Project #. 23-680

NAME	TIME WALKED	PHONE	COMMENTS

NAME	TIME WALKED	PHONE	COMMENTS

From: [Bob Hix](#)
To: [Tyler Hand](#); [Nolan Yon](#); [Jessica Covington](#); [Elizabeth De Kruif](#); [C Wagoner](#); [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: Tuesday, June 17, 2025 1:26:38 PM

I approve.

As a reminder:

- A fire watch should consist of trained personnel who continuously patrol the affected area. Ready access to fire extinguishers and the ability to promptly notify the fire department. During the patrol of the area, the person should not only be looking for fire, but making sure that the other fire protection features of the building such as egress routes and alarm systems are available and functioning properly.
- Fire watch must be performed every 30 minutes while the system is down.
- Send this to RMS (Elizabeth De Kruif) once the system is re-energized.

Bob

Bob Hix, P.E.
C: 334-740-8247 | bobhix@auburn.edu

From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Tuesday, June 17, 2025 1:24 PM
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.

From: [John Hornbuckle](#)
To: [Tyler Hand](#)
Cc: [David Simon](#)
Subject: Re: 23-680 - HHH 2046 Renovation - Sprinkler Outage
Date: Tuesday, June 17, 2025 1:51:32 PM
Attachments: [img-a6ed8afc-e8b4-4e62-8c16-46fbb2dba0fc\[15\]](#)
[img-fb6fbc9f-a888-4933-ad0d-7843fcb1ced7\[44\]](#)
[img-71aee111-8ce0-4a22-bd83-062cc6f8be77\[20\]](#)
[img-5473d0bc-4882-4356-be4e-e6739e2e8c63\[67\]](#)

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: Tuesday, June 17, 2025 at 1:24 PM

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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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: Tuesday, June 17, 2025 2:09:00 PM
Attachments: [image001.png](#)

Zone 4 approves



C. Burke Wagoner

Zone 4 Supervisor

Auburn University Facilities Maintenance

1161 W. Samford Ave

O: 334.734.0937

cbw0021@auburn.edu

fm.auburn.edu



From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Tuesday, June 17, 2025 1:24 PM
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,

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System will be up at end of each day.

From: [Jessica Covington](#)
To: [Tyler Hand](#); [Bob Hix](#); [Nolan Yon](#); [Elizabeth De Kruif](#); [C Wagoner](#); [Bruce Arnold](#); [Eric Moore](#); [Dee Sneed](#); [Kristy Cannon](#); [John Hornbuckle](#); [David Simon](#); [Josh Conradson](#)
Cc: [Terry Whitfield](#); [Junior Silva](#); [Jonathan Haney](#)
Subject: RE: 23-680 - HHH 2046 Renovation - Sprinkler Outage
Date: Tuesday, June 17, 2025 3:29:32 PM
Attachments: [image001.png](#)

Hi Tyler,
I approve.

Thank you,



Jessica L. Covington, CSP

Safety and Health Program Manager

Risk Management and Safety

1161 W. Samford Ave., Bldg. 9 | Auburn, AL 36849

(C) 334-734-1715

From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Tuesday, June 17, 2025 1:24 PM
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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The whole second floor will be down. Should only take one day but I've reserved 3 to cover.

From: [Dee Sneed](#)
To: [Tyler Hand](#)
Cc: [Bob Hix](#); [Nolan Yon](#); [Jessica Covington](#); [Elizabeth De Kruif](#); [C Wagoner](#); [Bruce Arnold](#); [Eric Moore](#); [Kristy Cannon](#); [John Hornbuckle](#); [David Simon](#); [Josh Conradson](#); [Terry Whitfield](#); [Junior Silva](#)
Subject: Re: 23-680 - HHH 2046 Renovation - Sprinkler Outage
Date: Tuesday, June 17, 2025 2:36:37 PM

Campus Services approves.

Regards,

Dee Sneed, MBA, CEFP

Director, Campus Services
Facilities Management
1161 W. Samford Ave.
Auburn, AL 36849
334-734-1826 cell
334-844-9120 office
deesneed@auburn.edu

On Jun 17, 2025, at 1:24 PM, Tyler Hand <tyler.hand@auburn.edu> wrote:

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.

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