

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
Campus Services/Landscape								
Approval Required?	Approved By:	Date						
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:  Date _____

John Bumpers

From: John Hornbuckle
Sent: Tuesday, June 24, 2025 3:47 PM
To: John Bumpers
Subject: Re: 24-628 - Mass Notification Testing - AU Administrative Complex - 06/26/25

John - I confirmed with the RFID Lab that they were okay with this, so we approve.



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



From: John Bumpers <jkb0007@auburn.edu>
Date: Monday, June 23, 2025 at 4:12 PM
To: John Hornbuckle <jrh0096@auburn.edu>, Amanda Young <aky0011@auburn.edu>, David Hall <dah0055@auburn.edu>, Abbi Brown <barrabb@auburn.edu>
Subject: 24-628 - Mass Notification Testing - AU Administrative Complex - 06/26/25

Good afternoon, everyone –

During our previous fire alarm test in the Administrative Complex, we discovered a minor issue in the programming for the mass notification alarms that needed to be corrected. Since that test concluded, the programming has been updated, and we now need to test the alarm system once more to ensure that the changes have taken effect.

We'd like to schedule another late afternoon test, from 5:15pm to 5:45pm, this Thursday, June 26th. The alarm will sound throughout the building again for this test. If all goes well, this should be the last one for a while!

If this test is approved, please respond to this email with your approval, or feel free to reach out if you have any questions or concerns about this one!

Thank you,

John Bumpers
Auburn University Facilities Management
C: 334.734.1465 | JKBoo07@auburn.edu

John Bumpers

From: Amanda Young
Sent: Monday, June 23, 2025 4:39 PM
To: John Bumpers
Subject: RE: 24-628 - Mass Notification Testing - AU Administrative Complex - 06/26/25

I approve

From: John Bumpers <jkb0007@auburn.edu>
Sent: Monday, June 23, 2025 4:13 PM
To: John Hornbuckle <jrh0096@auburn.edu>; Amanda Young <aky0011@auburn.edu>; David Hall <dah0055@auburn.edu>; Abbi Brown <barrabb@auburn.edu>
Subject: 24-628 - Mass Notification Testing - AU Administrative Complex - 06/26/25

Good afternoon, everyone –

During our previous fire alarm test in the Administrative Complex, we discovered a minor issue in the programming for the mass notification alarms that needed to be corrected. Since that test concluded, the programming has been updated, and we now need to test the alarm system once more to ensure that the changes have taken effect.

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If this test is approved, please respond to this email with your approval, or feel free to reach out if you have any questions or concerns about this one!

Thank you,

John Bumpers
Auburn University Facilities Management
C: 334.734.1465 | JKB0007@auburn.edu

From: John Bumpers
Sent: Thursday, June 5, 2025 3:13 PM
To: John Hornbuckle <jrh0096@auburn.edu>; Andrew Stadler <aas0019@auburn.edu>; Amanda Young <aky0011@auburn.edu>; Amy Ware <any0003@auburn.edu>; David Simon <simonda@auburn.edu>
Cc: David Hall <dah0055@auburn.edu>; Abbi Brown <barrabb@auburn.edu>
Subject: 24-628 - Fire Alarm Testing at AU Administrative Complex

Good afternoon, everyone –

We are looking to schedule a fire alarm test at the AU Administrative Complex off of East Glenn Ave, and we would like for this one to take place on Monday, June 9th, after business hours from 5:15pm to

John Bumpers

From: David Hall
Sent: Monday, June 23, 2025 4:28 PM
To: John Bumpers; John Hornbuckle; Amanda Young; Abbi Brown
Subject: RE: 24-628 - Mass Notification Testing - AU Administrative Complex - 06/26/25

Categories: Filed by Newforma

That works for HR.

Thank you,

David Hall

Director, HR Administration and Strategic Initiatives
Auburn University Human Resources
1550 East Glenn Avenue | Auburn, AL 36849
334-844-1660 | dah0055@auburn.edu

From: John Bumpers <jkb0007@auburn.edu>
Sent: Monday, June 23, 2025 4:13 PM
To: John Hornbuckle <jrh0096@auburn.edu>; Amanda Young <aky0011@auburn.edu>; David Hall <dah0055@auburn.edu>; Abbi Brown <barrabb@auburn.edu>
Subject: 24-628 - Mass Notification Testing - AU Administrative Complex - 06/26/25

Good afternoon, everyone –

During our previous fire alarm test in the Administrative Complex, we discovered a minor issue in the programming for the mass notification alarms that needed to be corrected. Since that test concluded, the programming has been updated, and we now need to test the alarm system once more to ensure that the changes have taken effect.

We'd like to schedule another late afternoon test, from 5:15pm to 5:45pm, this Thursday, June 26th. The alarm will sound throughout the building again for this test. If all goes well, this should be the last one for a while!

If this test is approved, please respond to this email with your approval, or feel free to reach out if you have any questions or concerns about this one!

Thank you,

John Bumpers

Auburn University Facilities Management
C: 334.734.1465 | JKBoo07@auburn.edu

From: John Bumpers
Sent: Thursday, June 5, 2025 3:13 PM
To: John Hornbuckle <jrh0096@auburn.edu>; Andrew Stadler <aas0019@auburn.edu>; Amanda Young

John Bumpers

From: Wendy Peacock
Sent: Wednesday, June 25, 2025 4:04 PM
To: John Bumpers
Subject: RE: 24-628 - Fire Alarm / Mass Notification Alarm Testing Outage - 06/26/25

Approved

Wendy Peacock, MBC, PMP, CFP

Director - Construction Management

Auburn University Facilities Management

1161 W Samford Ave, Auburn University, AL 36849

M: 334-734-0158 | wpeacock@auburn.edu

From: John Bumpers <jkb0007@auburn.edu>
Sent: Wednesday, June 25, 2025 3:35 PM
To: Wendy Peacock <wkp0003@auburn.edu>
Subject: RE: 24-628 - Fire Alarm / Mass Notification Alarm Testing Outage - 06/26/25

Made a quick correction to the outage form attached!

I had Andrew listed as the approver in my default outage form template and updated that to you for this one.

John Bumpers

Auburn University Facilities Management

C: 334.734.1465 | JKB0007@auburn.edu

From: John Bumpers
Sent: Wednesday, June 25, 2025 3:32 PM
To: Wendy Peacock <wkp0003@auburn.edu>
Subject: 24-628 - Fire Alarm / Mass Notification Alarm Testing Outage - 06/26/25

Hey Wendy –

The attached outage form is for a Mass Notification Alarm test that we would like to schedule for tomorrow afternoon, 5:15PM-5:45PM, out at the AU Administrative Complex on East Glenn. The need for this test arose after our previous fire alarm test out there brought to light some issues with the programming for the mass alerts (half of the building did not alarm properly). JCI corrected it, and Bob wanted to test it again to confirm.

We're shooting to test this one when most folks have left the building for the day, but we will still make an announcement prior to testing. Please let me know if this one is approved or if you have any questions about it, and if approved, I'll get this one over to Work Management for execution.

Thanks!

John Bumpers

From: Bob Hix
Sent: Tuesday, June 24, 2025 10:41 AM
To: John Bumpers; Nolan Yon
Cc: Mark Anthony Bourgeois
Subject: RE: 24-628 - Mass Notification Testing at AU Administrative Complex - 06/26/25

Approved

Bob Hix, P.E.

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

From: John Bumpers <jkb0007@auburn.edu>
Sent: Tuesday, June 24, 2025 9:54 AM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>
Cc: Mark Anthony Bourgeois <mark.bourgeois@jci.com>
Subject: RE: 24-628 - Mass Notification Testing at AU Administrative Complex - 06/26/25

Hey Bob & Nolan –

The attached outage for is for the mass notification alarm test that we're planning out at Central HR on East Glenn. Mark and team made some changes to the programming after our last fire alarm test out there, and they should be in effect now. We'll shoot for the same time frame as last time, 5:15pm-5:45pm, this Thursday, 06/26/25.

Please let me know if this one is approved or if you have any questions about it!

Thanks,

John Bumpers

Auburn University Facilities Management

C: 334.734.1465 | JKB0007@auburn.edu

From: Bob Hix <hixjame@auburn.edu>
Sent: Thursday, June 5, 2025 4:42 PM
To: John Bumpers <jkb0007@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>
Cc: Mark Anthony Bourgeois <mark.bourgeois@jci.com>
Subject: RE: 24-628 - Fire Alarm Testing at AU Administrative Complex - 06/09/25

That will work.

Bob Hix, P.E.

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

From: John Bumpers <jkb0007@auburn.edu>
Sent: Thursday, June 5, 2025 3:28 PM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>