

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

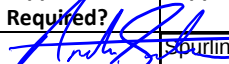
Planning Reviews (Per Review Matrix):

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

Outages											
Outage	#	Building		Location	Size	Manufacturer	Model #	Serial #	Type	Bypass	Notes
3	289	Raptor Center		Meter Box	2"	Watts	007M1QT	102683	DC	No	7/30/2025 7:30-8:30 AM
3	290	Raptor Center		Meter Pit Behind Office for Bird Barns	2"	Watts	007M1QT	038455	DC	No	7/30/2025 8:30-9:30 AM
3	351	Vaughan Large Animal Teaching Hospital		Boiler Room 1266	1"	Watts	909RP	045034	RPZ	No	7/30/2025 9:30-10:30 AM
3	349	Vaughan Large Animal Teaching Hospital		Mech Rm 1101	2-1/2"	Watts	009RP	17816	RPZ	Yes	7/30/2025 10:30-11:30 AM
3	441	Vaughan Large Animal Teaching Hospital		Mech Rm 1101	1 1/4"	Watts	009M2QT	26102	RPZ	NO	7/30/202512:30-1:30 PM
3	350	Vaughan Large Animal Teaching Hospital		Mech Room 1101	1/2"	Watts	009 QT	188523	RPZ	No	7/30/2025 1:30-2:30 PM
3	352	Vet School		1130 Wire Rd Intersection of Simms Rd	10"	Watts	909M1	401618	RPZ	No	7/30/2025 2:30-3:30 PM
3	210	Griffin Barn (Vet School)		North Corner of Vaughn Large Animal	2"	Watts	007M1QT	263589	DC	No	7/30/2025 3:30-4:30 PM
3	333	Suggs Lab		Basement Mech Rm	2"	Watts	009M1QT	93521	RPZ	No	7/31/2025 7:30-8:30 AM
3	216	Hoerlein Hall		Inside Mechanical Room	3"	Watts	909MOD	173640	RPZ	No	7/31/2025 8:30-9:30 AM
3	231	Kennel A	Entrance into the Kennels to be confirmed on 7/30 for 7/31 entry	In Front of Building in "Hot Rock"	1-1/2"	Wilkins	375RP	A438917	RPZ	Yes	7/31/2025 9:30-10:30 AM
3	232	Kennel B1		East Side of Building, Inside Door to the Right	1-1/4"	Wilkins	375RP	A050945	RPZ	Yes	7/31/2025 10:30-11:30 AM
3	233	Kennel B2		East Side of Building, Inside Door to the Left	1-1/4"	Wilkins	375RP	A050941	RPZ	Yes	7/31/2025 12:30-1:30 PM
3	234	Kennel C		West Side of Building, Inside Door to the Left	3/4"	Wilkins	375RP	A314324	RPZ	Yes	7/31/2025 1:30-2:30 PM
3	235	Kennel G		West Side of Building, Inside Door to the Right	1-1/4"	Wilkins	375RP	A050953	RPZ	Yes	7/31/2025 2:30-3:30 PM
3	316	Scott Ritchey Kennels		Mech Rm, Basement	3"	Watts	909MOD	194120	RPZ	Yes	7/31/2025 3:30-4:30PM
3	310	SATH		Room 0209	1-1/2"	Wilkins	950XL12	3849046	RPZ	No	8/1/2025 7:30-8:30 AM
3	311	SATH		Room 109 Pump Rm	1"	Watts	007M1QT	446802	DC	Yes	8/1/2025 8:30-9:30 AM
3	312	SATH		Outside of Rm 1520	1-1/4"	Watts	007M2QT	21890	DC	Yes	8/1/2025 9:30-10:30 AM
3	313	SATH		Outside of Rm 1520	1-1/4"	Watts	007M2QT	118087	DC	Yes	8/1/2025 10:30-11:30 AM
3	174	Equine Research Lab Building		Mech Room 140	1"	Watts	009M2QT	341479	RPZ	No	8/1/2025 11:30-12:30 PM

From: [Kenneth Sullins](#)
To: [Joe Lewis](#); [Aubrey Baird](#); [Robert Crabtree](#); [Anne Wooldridge](#); [Frank Bartol](#); [Melinda Camus](#); [Rawlins Cleveland](#); [Pat Rynders](#); [Trisha Kendall](#); [Tammy Bauer](#); [Andrew Hopkins](#); [Robyn Miller](#); [Thomas Passler](#); [Erin Groover](#); [Michael Colley](#); [Simon Taylor](#); [Amy Aston](#); [Douglas Martin](#); [Leslie Boman](#); [Juan Rodriguez](#); [Erin Allen](#); [Robert Judd](#); [Shane Johnson](#); [Nathaniel Evans](#); [Josh Conradson](#); [Lindsey Boone](#); [Beau Sommerville](#); [Phillip Moon](#); [Christopher Ferrell](#); [Dee Sneed](#); [Shollie Falkenberg](#); [Stephanie Mitchell](#); [Paul Walz](#); [Renee Huston](#); [Thomas Riddle](#); [Kimberly Bryan](#); [Teri Etheredge](#); [Michelle Flurry](#); [Nichole Diehl](#)
Cc: [Calvin Johnson](#); [Amy Bylsma](#); [George Reese](#)
Subject: RE: Backflow preventer testing
Date: Tuesday, July 15, 2025 11:15:03 AM

I approved

From: Joe Lewis <lewisbi@auburn.edu>
Sent: Monday, July 14, 2025 4:40 PM
To: Aubrey Baird <anb0116@auburn.edu>; Robert Crabtree <rmc0090@auburn.edu>; Anne Wooldridge <aaw0002@auburn.edu>; Frank Bartol <bartoff@auburn.edu>; Melinda Camus <mssc0068@auburn.edu>; Rawlins Cleveland <rkc0018@auburn.edu>; Pat Rynders <ryndepe@auburn.edu>; Trisha Kendall <tdk0002@auburn.edu>; Tammy Bauer <bauertw@auburn.edu>; Andrew Hopkins <awh0001@auburn.edu>; Robyn Miller <rdm0017@auburn.edu>; Thomas Passler <passlth@auburn.edu>; Erin Groover <esg0001@auburn.edu>; Michael Colley <collemh@auburn.edu>; Simon Taylor <taylosh@auburn.edu>; Amy Aston <afa0003@auburn.edu>; Douglas Martin <martidr@auburn.edu>; Leslie Boman <lcb0004@auburn.edu>; Juan Rodriguez <juan.rodriguez@auburn.edu>; Erin Allen <esr0005@auburn.edu>; Robert Judd <juddrob@auburn.edu>; Kenneth Sullins <sullike@auburn.edu>; Shane Johnson <johnsha@auburn.edu>; Nathaniel Evans <nze0001@auburn.edu>; Josh Conradson <conrajr@auburn.edu>; Lindsey Boone <lhb0021@auburn.edu>; Beau Sommerville <wts0040@auburn.edu>; Phillip Moon <pzm0027@auburn.edu>; Christopher Ferrell <ferrecd@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Shollie Falkenberg <smf0076@auburn.edu>; Stephanie Mitchell <mitchst@auburn.edu>; Paul Walz <walzpau@auburn.edu>; Renee Huston <rah0022@auburn.edu>; Thomas Riddle <tmr0042@auburn.edu>; Kimberly Bryan <bryankh@auburn.edu>; Teri Etheredge <tmb0039@auburn.edu>; Michelle Flurry <flurmf@auburn.edu>; Nichole Diehl <nsd0011@auburn.edu>
Cc: Calvin Johnson <johncal@auburn.edu>; Amy Bylsma <bylsmaj@auburn.edu>; George Reese <reesegep@auburn.edu>; Joe Lewis <lewisbi@auburn.edu>
Subject: Backflow preventer testing

All,

Its that time of year again, to preform our Domestic water backflow preventer testing, please see times and dates for our contractor and Facilities Management teams to shut water OFF from 30 mins to 1 hour at each location starting 7/30/2025 – 8/1/2025 7:30am 12:30 pm .

Please share with your teams.

Please let me know if these dates work for you.

Thanks

For the help.

From: [Joe Lewis](#)
To: [George Reese](#); [Josh Conradson](#)
Subject: Re: Outage request
Date: Friday, July 18, 2025 9:47:28 AM

Approved

Joe

Get [Outlook for iOS](#)

From: George Reese <reesegp@auburn.edu>
Sent: Friday, July 18, 2025 9:25:20 AM
To: Joe Lewis <lewisbi@auburn.edu>; Josh Conradson <conrajr@auburn.edu>
Subject: Outage request

Please see attached outage request for domestic water for backflow preventer testing.

Joe, I have included note about confirming kennels entrance permission on 7/30 for 7/31 entrance.

George "Buster" Reese, P.E.
Civil Engineer VI, Planning, Design, & Construction
Auburn University Facilities Management
1161 W Samford Ave, Auburn University, AL 36849
C: 334-703-7212 | reesegp@auburn.edu

From: [Josh Conradson](#)
To: [George Reese](#)
Cc: [Joe Lewis](#); [Kenneth Sullins](#); [Shane Johnson](#); [Nathaniel Evans](#); [Vincent Ford](#)
Subject: CVM - RE: Backflow preventer testing
Date: Tuesday, July 15, 2025 2:13:58 PM
Attachments: [Outage and Interruption Form vet.pdf](#)

Buster,

I approve this outage.

Thank you,

Joshua R. Conradson, M.Ed, PMP, CEFP

Director of Maintenance

Auburn University Facilities Management

[1161 W Samford Ave, Auburn University, AL 36849](#)

C: [334-740-8218](tel:334-740-8218) | conrajr@auburn.edu

From: Kenneth Sullins <sullike@auburn.edu>
Sent: Tuesday, July 15, 2025 11:15 AM
To: Joe Lewis <lewisbi@auburn.edu>; Aubrey Baird <anb0116@auburn.edu>; Robert Crabtree <rmc0090@auburn.edu>; Anne Wooldridge <aaw0002@auburn.edu>; Frank Bartol <bartoff@auburn.edu>; Melinda Camus <mcs0068@auburn.edu>; Rawlins Cleveland <rkc0018@auburn.edu>; Pat Rynders <ryndepe@auburn.edu>; Trisha Kendall <tdk0002@auburn.edu>; Tammy Bauer <bauertw@auburn.edu>; Andrew Hopkins <awh0001@auburn.edu>; Robyn Miller <rdm0017@auburn.edu>; Thomas Passler <passlth@auburn.edu>; Erin Groover <esg0001@auburn.edu>; Michael Colley <collemh@auburn.edu>; Simon Taylor <taylosh@auburn.edu>; Amy Aston <afa0003@auburn.edu>; Douglas Martin <martidr@auburn.edu>; Leslie Boman <lcb0004@auburn.edu>; Juan Rodriguez <juan.rodriguez@auburn.edu>; Erin Allen <esr0005@auburn.edu>; Robert Judd <juddrob@auburn.edu>; Shane Johnson <johnsha@auburn.edu>; Nathaniel Evans <nze0001@auburn.edu>; Josh Conradson <conrajr@auburn.edu>; Lindsey Boone <lhb0021@auburn.edu>; Beau Sommerville <wts0040@auburn.edu>; Phillip Moon <pzm0027@auburn.edu>; Christopher Ferrell <ferrecd@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Shollie Falkenberg <smf0076@auburn.edu>; Stephanie Mitchell <mitchst@auburn.edu>; Paul Walz <walzpau@auburn.edu>; Renee Huston <rah0022@auburn.edu>; Thomas Riddle <tmr0042@auburn.edu>; Kimberly Bryan <bryankh@auburn.edu>; Teri Etheredge <tmb0039@auburn.edu>; Michelle Flurry <flurrmf@auburn.edu>; Nichole Diehl <nsd0011@auburn.edu>
Cc: Calvin Johnson <johncal@auburn.edu>; Amy Bylsma <bylsmaj@auburn.edu>; George Reese <reesegp@auburn.edu>
Subject: RE: Backflow preventer testing

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To: Aubrey Baird <anb0116@auburn.edu>; Robert Crabtree <rmc0090@auburn.edu>; Anne Wooldridge <aaw0002@auburn.edu>; Frank Bartol <bartoff@auburn.edu>; Melinda Camus <msc0068@auburn.edu>; Rawlins Cleveland <rkc0018@auburn.edu>; Pat Rynders <ryndepe@auburn.edu>; Trisha Kendall <tdk0002@auburn.edu>; Tammy Bauer <bauertw@auburn.edu>; Andrew Hopkins <awh0001@auburn.edu>; Robyn Miller <rdm0017@auburn.edu>; Thomas Passler <passlth@auburn.edu>; Erin Groover <esg0001@auburn.edu>; Michael Colley <collemh@auburn.edu>; Simon Taylor <taylosh@auburn.edu>; Amy Aston <afa0003@auburn.edu>; Douglas Martin <martidr@auburn.edu>; Leslie Boman <lcb0004@auburn.edu>; Juan Rodriguez <juan.rodriguez@auburn.edu>; Erin Allen <esr0005@auburn.edu>; Robert Judd <juddrob@auburn.edu>; Kenneth Sullins <sullike@auburn.edu>; Shane Johnson <johnsha@auburn.edu>; Nathaniel Evans <nze0001@auburn.edu>; Josh Conradson <conrajr@auburn.edu>; Lindsey Boone <lhb0021@auburn.edu>; Beau Sommerville <wts0040@auburn.edu>; Phillip Moon <pzm0027@auburn.edu>; Christopher Ferrell <ferrecd@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Shollie Falkenberg <smf0076@auburn.edu>; Stephanie Mitchell <mitchst@auburn.edu>; Paul Walz <walzpau@auburn.edu>; Renee Huston <rah0022@auburn.edu>; Thomas Riddle <tmr0042@auburn.edu>; Kimberly Bryan <bryankh@auburn.edu>; Teri Etheredge <tmb0039@auburn.edu>; Michelle Flurry <flurrmf@auburn.edu>; Nichole Diehl <nsd0011@auburn.edu>

Cc: Calvin Johnson <johncal@auburn.edu>; Amy Bylsma <bylsmaj@auburn.edu>; George Reese <reesegp@auburn.edu>; Joe Lewis <lewisbi@auburn.edu>

Subject: Backflow preventer testing

All,

Its that time of year again, to preform our Domestic water backflow preventer testing, please see times and dates for our contractor and Facilities Management teams to shut water OFF from 30 mins to 1 hour at each location starting 7/30/2025 – 8/1/2025 7:30am 12:30 pm .

Please share with your teams.

Please let me know if these dates work for you.

Thanks

For the help.

Joe

From: [Dee Sneed](#)
To: [Joe Lewis](#)
Cc: [Aubrey Baird](#); [Robert Crabtree](#); [Anne Wooldridge](#); [Frank Bartol](#); [Melinda Camus](#); [Rawlins Cleveland](#); [Pat Rynders](#); [Trisha Kendall](#); [Tammy Bauer](#); [Andrew Hopkins](#); [Robyn Miller](#); [Thomas Passler](#); [Erin Groover](#); [Michael Colley](#); [Simon Taylor](#); [Amy Aston](#); [Douglas Martin](#); [Leslie Boman](#); [Juan Rodriguez](#); [Erin Allen](#); [Robert Judd](#); [Kenneth Sullins](#); [Shane Johnson](#); [Nathaniel Evans](#); [Josh Conradson](#); [Lindsey Boone](#); [Beau Sommerville](#); [Phillip Moon](#); [Christopher Ferrell](#); [Shollie Falkenberg](#); [Stephanie Mitchell](#); [Paul Walz](#); [Renee Huston](#); [Thomas Riddle](#); [Kimberly Bryan](#); [Teri Etheredge](#); [Michelle Flurry](#); [Nichole Diehl](#); [Calvin Johnson](#); [Amy Bylsma](#); [George Reese](#); [Joe Lewis](#)
Subject: Re: Backflow preventer testing
Date: Tuesday, July 15, 2025 5:02:50 AM

Campus Services approves.

Regards,

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

On Jul 14, 2025, at 5:40 PM, Joe Lewis <lewisbi@auburn.edu> wrote:

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For the help.

Joe

<Outage and Interruption Form vet.pdf>