

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: Kenneth Sullins
Sent: Thursday, July 24, 2025 2:24 PM
To: C Wagoner; Bob Hix; John Bumpers; Nolan Yon; Scott McClure; Elizabeth De Kruif
Subject: RE: 23-610 - Foy Hall Fire Alarm Outage - Hot Work Permit - 07/28/2025

I approve

From: C Wagoner <cbw0021@auburn.edu>
Sent: Thursday, July 24, 2025 1:26 PM
To: Bob Hix <hixjame@auburn.edu>; John Bumpers <jkb0007@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Scott McClure <mccluws@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>
Cc: Kenneth Sullins <sullike@auburn.edu>
Subject: RE: 23-610 - Foy Hall Fire Alarm Outage - Hot Work Permit - 07/28/2025

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: Bob Hix <hixjame@auburn.edu>
Sent: Thursday, July 24, 2025 11:40 AM
To: John Bumpers <jkb0007@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Scott McClure <mccluws@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>
Cc: Kenneth Sullins <sullike@auburn.edu>; C Wagoner <cbw0021@auburn.edu>
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Cc: Kenneth Sullins <sullike@auburn.edu>; C Wagoner <cbw0021@auburn.edu>
Subject: RE: 23-610 - Foy Hall Fire Alarm Outage - Hot Work Permit - 07/28/2025

Approved

Bob Hix, P.E.

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

From: John Bumpers <jkb0007@auburn.edu>
Sent: Thursday, July 24, 2025 11:37 AM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Scott McClure <mccluws@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>

John Bumpers

From: Scott McClure
Sent: Thursday, July 24, 2025 3:18 PM
To: Kenneth Sullins; C Wagoner; Bob Hix; John Bumpers; Nolan Yon; Elizabeth De Kruif
Subject: RE: 23-610 - Foy Hall Fire Alarm Outage - Hot Work Permit - 07/28/2025

I approve

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Best Regards,
Scott McClure, PE, CEM
Maintenance Engineer, Maintenance
Auburn University Facilities Management
mccluws@auburn.edu
Cell: 404-966-5654

From: Kenneth Sullins <sullike@auburn.edu>
Sent: Thursday, July 24, 2025 2:24 PM
To: C Wagoner <cbw0021@auburn.edu>; Bob Hix <hixjame@auburn.edu>; John Bumpers <jkb0007@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Scott McClure <mccluws@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>
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Cc: Kenneth Sullins <sullike@auburn.edu>
Subject: RE: 23-610 - Foy Hall Fire Alarm Outage - Hot Work Permit - 07/28/2025

Zone 4 approves

John Bumpers

From: Wendy Peacock
Sent: Friday, July 25, 2025 10:02 AM
To: John Bumpers
Subject: RE: 23-610 - Foy Hall - Hot Work Fire Alarm Outage - 07/28/2025

I approve.



Wendy Peacock, MBC, PMP, CFP
Director Construction Management
Planning, Design & Construction
1161 W Samford Ave, Auburn, AL 36849
O: 334.734.0158
wkp0003@auburn.edu
fm.auburn.edu



From: John Bumpers <jkb0007@auburn.edu>
Sent: Friday, July 25, 2025 9:53 AM
To: Wendy Peacock <wkp0003@auburn.edu>
Subject: 23-610 - Foy Hall - Hot Work Fire Alarm Outage - 07/28/2025

Good morning, Wendy –

The attached outage request form is for a fire alarm outage in Foy Hall that we would like to schedule for Monday, 07/28, from 7:00am to 5:00pm for hot work outside of the 1st floor restrooms. The hot work permit has been requested through RMS and their inspection for that should be today. Whatley will be utilizing this outage to change the swing of a door frame to meet ADA requirements.

Please let me know if this one is approved or if you have any questions about it, and if everything looks good then I will forward this on to Work Management.

Thank you!

John Bumpers
Project Manager – Construction Management
Auburn University Facilities Management
1161 W Samford Ave, Auburn University, AL 36849
C: 334.734.1465 | JKB0007@auburn.edu

John Bumpers

From: Bob Hix
Sent: Thursday, July 24, 2025 11:40 AM
To: John Bumpers; Nolan Yon; Scott McClure; Elizabeth De Kruif
Cc: Kenneth Sullins; C Wagoner
Subject: RE: 23-610 - Foy Hall Fire Alarm Outage - Hot Work Permit - 07/28/2025

Approved

Bob Hix, P.E.

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

From: John Bumpers <jkb0007@auburn.edu>
Sent: Thursday, July 24, 2025 11:37 AM
To: Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Scott McClure <mccluws@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>
Cc: Kenneth Sullins <sullike@auburn.edu>; C Wagoner <cbw0021@auburn.edu>
Subject: 23-610 - Foy Hall Fire Alarm Outage - Hot Work Permit - 07/28/2025

Good morning, everyone –

The attached fire alarm outage is for a hot work permit being requested for Foy Hall in the corridor outside of the 1st floor restrooms. The contractor will be correcting an issue with a door frame to one of the restrooms in this area. They would like to perform this work on Monday, 07/28, so we would like for this outage to run from 7:00am to 5:00pm that day.

A fire watch will be required for hot work, so the attached sign-off sheet will be provided to the contractor along with a link to the AL Fire Marshall's fire watch program requirements and instructions as outlined in the project manual.

Feel free to reach out if you have any questions or concerns about this outage, and if approved, please respond to this email with your approval and we'll get it submitted for execution.

Thank you!

John Bumpers

Project Manager – Construction Management

Auburn University Facilities Management

1161 W Samford Ave, Auburn University, AL 36849

C: 334.734.1465 | JKB0007@auburn.edu

John Bumpers

From: Elizabeth De Kruif
Sent: Thursday, July 24, 2025 3:54 PM
To: John Bumpers; Bob Hix; Nolan Yon; Scott McClure
Cc: Kenneth Sullins; C Wagoner
Subject: Re: 23-610 - Foy Hall Fire Alarm Outage - Hot Work Permit - 07/28/2025

I approve.



Elizabeth De Kruif, CIH
University Industrial Hygienist

erc0023@auburn.edu
334-734-0469
1161 W. Samford Ave., Bldg. 9, Auburn, AL 36849

From: John Bumpers <jkb0007@auburn.edu>
Date: Thursday, July 24, 2025 at 11:36 AM
To: Bob Hix <hixjame@auburn.edu>, Nolan Yon <yonbenj@auburn.edu>, Scott McClure <mccluws@auburn.edu>, Elizabeth De Kruif <erd0023@auburn.edu>
Cc: Kenneth Sullins <sullike@auburn.edu>, C Wagoner <cbw0021@auburn.edu>
Subject: 23-610 - Foy Hall Fire Alarm Outage - Hot Work Permit - 07/28/2025

Good morning, everyone –

The attached fire alarm outage is for a hot work permit being requested for Foy Hall in the corridor outside of the 1st floor restrooms. The contractor will be correcting an issue with a door frame to one of the restrooms in this area. They would like to perform this work on Monday, 07/28, so we would like for this outage to run from 7:00am to 5:00pm that day.

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