

## Planned Outage and Interruption Request

Work Owner David Johnson Organization AUFM Phone 3347343287  
 Onsite Contact Colby Roberts Phone 3347504027  
 Project # 24-477 Customer Request \_\_\_\_\_ WO Number \_\_\_\_\_

### Select Interruption Type:

<b>Building System Outage or Space Closure</b> <small>(Only if part of a building is out, Check all that apply)</small>	<input type="checkbox"/>	Building Access Control	<input 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"/>	
<b>Utility Outage</b> <small>(If entire building is out)</small>	<input type="checkbox"/>	Electric Power	<input type="checkbox"/>	Natural Gas	<input type="checkbox"/>	Sewer from Building	<input checked="" 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>
<b>Outside Closures</b>	<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>
<b>Life Safety System Outage</b> <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 &amp; Safety and University Engineer)</small>				Note:		
<b>Life Safety Notifications</b>	<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
<b>Notifications</b>	<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

Isolate Water line to Comer Hall for demolition

### Building(s) or Location(s) Affected

Funchess Hall

### Specific Space Affected (Room Numbers)

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

Water will be off to Funchess Hall

Schedule: Start Date: 8/1/25 Start Time: 5:00 am End Date: 8/1/25 End Time: 12:08 pm

## Planned Outage and Interruption Request

### Planning Reviews (Per Review Matrix):

Organization	Review Required?	Reviewer	Review Date
Maintenance Zone Manager or Supervisor	Y	Fred Buchannan	7/30/25
Utility Supervisor	Y	George Kirkpatrick	7/30/25
Others as Needed			

### Client Approvals (Per Approval Matrix):

Organizations Affected by Work, Interruption, or Outage			
Client	Building(s)	Key Contact	Approval Date
Ag	Funchess	Misty Glazier	7/29/25
Provost	Funchess	Julie Huff	7/29/25

### 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	JC	7/30/25	Y	RL	7/30/25	Y	WP	7/30/25
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: David Johnson Date 7/30/25

## Planned Outage and Interruption Request

### Form Purpose

This form is required any time a planned outage, space closure or outside facility closure is needed. The intent is to document approval and provide the information necessary for concise communication of these events to the campus and others with need to know. It is also used to provide information necessary to communicate unplanned outages, Preventative Maintenance activities, and other events to the campus community.

The Work Owner is responsible for planning and scheduling the outage or closure, obtaining the necessary approvals, and submitting the completed form to Work Management. Work Management will then issue the communication to the appropriate campus stakeholders.

### Information and Instructions

1. **Work Owner** – Individual responsible for conduct of the work requiring the interruption or outage. Include Auburn University Organization and cell phone number.
2. **Onsite Contact** – Individual directly responsible for the conduct of the work and typical will be on site during implementation. Include cell phone number.
3. **Project Number** – Auburn University Facilities project number if applicable
4. **Customer Request** – AiM Request number if applicable.
5. **WO Number** – AiM work order number if applicable.
6. **Interruption Type** – Select the system, component or space type that will be interrupted and out of service. Select all that apply, however if a utility outage is selected and the entire building will be interrupted do not select individual building systems. As example, do not select HVAC in a building if electric power will be off to the entire building.
7. **Life Safety System Outage** – Required if a life safety system or system component is taken out of service, or if any other system (domestic water, electric power) is taken out of service and prevents life safety system from functioning. Outages on life safety system require approval of Risk Management and Safety and University Engineer. They will determine if a fire watch will be required.
8. **Life Safety Notifications** - Used to communicate to building occupants and others when listed activities are taking place. No review or approval required.
9. **Notifications** - Used to communicate unplanned outages to campus. Can also be used to communicate Preventative Maintenance activities, Risk Management and Safety Inspections and Other activities as needed.
10. **Description of Work Activity** – Describe specifically what work will be performed during the outage.
11. **Building(s) or Location(s) Affected** – List all buildings affected using official university name. If outside space describe the location of the activity including buildings that will be directly impacted if necessary.
12. **Specific Space Affected** – Provide floor, room numbers, or area of the building that will be affected.
13. **How are the building clients or University stakeholders affected? What will they notice?** – Provide sentence on the specific impact of the outage and describe what University stakeholders will notice.
14. **Schedule** – Provide start and estimated end dates and times
15. **Planning Reviews** – Discussions conducted with designated individuals during the planning and scheduling phase of the outage or interruption. The review matrix defines the minimum reviews required, additional reviews may be required depending on the nature of the work. No signature or hard approval documentation is required for reviews.
16. **Client Approvals** – Obtain approval of Key Contact of all organizations with assigned space in affected buildings or in buildings near the work. Client approval can be documented with e mail or signature on the form. On short notice outages, verbal client approval is acceptable.
17. **Facilities Management Approvals** – Obtain necessary approval based on the type of outage and the required approvals from the approval matrix.
18. **Work Manager Signature** – Sign and date the form and submit to Work Management

**From:** [George Kirkpatrick](#)  
**To:** [David Johnson](#); [Fred Buchanan](#); [Josh Conradson](#); [Ryan Landry](#); [Wendy Peacock](#)  
**Subject:** RE: 24-477 Funchess Hall Water Outage  
**Date:** Wednesday, July 30, 2025 9:57:16 AM

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## Utility Services Approves

***George Kirkpatrick***  
Supervisor, Utility Services  
Auburn University  
200 Wire Rd  
Auburn, AL 36849  
334-707-2220

---

**From:** David Johnson <[johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)>  
**Sent:** Wednesday, July 30, 2025 8:49 AM  
**To:** Fred Buchanan <[buchaf1@auburn.edu](mailto:buchaf1@auburn.edu)>; George Kirkpatrick <[gkk0003@auburn.edu](mailto:gkk0003@auburn.edu)>; Josh Conradson <[conrajr@auburn.edu](mailto:conrajr@auburn.edu)>; Ryan Landry <[rcl0007@auburn.edu](mailto:rcl0007@auburn.edu)>; Wendy Peacock <[wkp0003@auburn.edu](mailto:wkp0003@auburn.edu)>  
**Subject:** 24-477 Funchess Hall Water Outage

Team,

In order to isolate Comer Hall water line, the project needs a water shutdown of Funchess Hall. We have this approved by clients for 8/1/25 from 5:00 – 8:00AM. Please respond with approval.

Thanks,

**David Johnson, P.E.**  
*Construction Project Manager*  
**Auburn University Facilities Management**  
1161 W Samford Ave, Auburn University, AL 36849  
C: 334-734-3287 | [johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)

**From:** [Josh Conradson](#)  
**To:** [David Johnson](#); [Fred Buchanan](#); [George Kirkpatrick](#); [Ryan Landry](#); [Wendy Peacock](#)  
**Cc:** [Travis Tally](#); [David Floyd](#); [Kenneth Pitts](#)  
**Subject:** RE: 24-477 Funchess Hall Water Outage  
**Date:** Wednesday, July 30, 2025 9:39:21 AM  
**Attachments:** [Outage and Interruption Form - Water.pdf](#)

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David,

I approve this outage. I am not familiar with isolating Funchess's water source, see you have George and Fred copied. Any idea if you need the zone or U&E to turn the water off?

**Joshua R. Conradson, M.Ed, PMP, CEFM**

*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](mailto:conrajr@auburn.edu)

---

**From:** David Johnson <[johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)>

**Sent:** Wednesday, July 30, 2025 8:49 AM

**To:** Fred Buchanan <[buchaf1@auburn.edu](mailto:buchaf1@auburn.edu)>; George Kirkpatrick <[gkk0003@auburn.edu](mailto:gkk0003@auburn.edu)>; Josh Conradson <[conrajr@auburn.edu](mailto:conrajr@auburn.edu)>; Ryan Landry <[rcl0007@auburn.edu](mailto:rcl0007@auburn.edu)>; Wendy Peacock <[wkp0003@auburn.edu](mailto:wkp0003@auburn.edu)>

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*Construction Project Manager*

**Auburn University Facilities Management**

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

C: [334-734-3287](tel:334-734-3287) | [johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)

**From:** [Julie Huff](#)  
**To:** [David Johnson](#); [Misty Glazier](#)  
**Cc:** [David Held](#)  
**Subject:** Re: Funchess Water Outage  
**Date:** Tuesday, July 29, 2025 8:24:20 AM

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Good morning,

I am fine if the Dr. Held is ok with it.

Jules

Julie Huff  
Asst. Provost, Academic Facilities, Operations & Initiatives  
301A Samford Hall  
Auburn University, AL 36849-5211  
(334) 844-5777  
[julie@auburn.edu](mailto:julie@auburn.edu)

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**From:** David Johnson <[johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)>  
**Date:** Tuesday, July 29, 2025 at 8:11 AM  
**To:** Misty Glazier <[mmb0003@auburn.edu](mailto:mmb0003@auburn.edu)>, Julie Huff <[hilljul@auburn.edu](mailto:hilljul@auburn.edu)>  
**Cc:** David Held <[dwh0004@auburn.edu](mailto:dwh0004@auburn.edu)>  
**Subject:** Funchess Water Outage

Good Morning Misty and Julie,

As you know we have started the Comer Hall demolition. In order to support that, we need to demolish the water lines leading to Comer. To do so, we first need to shut off water to Funchess for a few hours. We are targeting Friday 8/1 from 5AM-8AM for this outage. Please let me know if that works for your teams. If not, please advise another time.

Thanks,

**David Johnson, P.E.**  
*Construction Project Manager*  
**Auburn University Facilities Management**  
1161 W Samford Ave, Auburn University, AL 36849  
C: 334-734-3287 | [johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)

**From:** [Misty Glazier](#)  
**To:** [David Held](#); [David Johnson](#); [Julie Huff](#)  
**Cc:** [Sharon Bozeman](#)  
**Subject:** RE: Funchess Water Outage  
**Date:** Tuesday, July 29, 2025 9:18:55 AM

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David,

Approved from CoAg. I'll let the other department heads in the building know.

Misty

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**From:** David Held <dwh0004@auburn.edu>  
**Sent:** Tuesday, July 29, 2025 8:42 AM  
**To:** David Johnson <johnsdj@auburn.edu>; Misty Glazier <mmb0003@auburn.edu>; Julie Huff <hilljul@auburn.edu>  
**Cc:** Sharon Bozeman <svb0004@auburn.edu>  
**Subject:** Re: Funchess Water Outage

David,

My faculty with programs in Funchess have been notified by email and signs posted on the 3<sup>rd</sup> floor. Have you notified Dr. Hague (CSES, 2<sup>nd</sup> floor), Dr Layne (HORT, bottom floor) and Dr. Cobine (DBS, 3<sup>rd</sup> and 1<sup>st</sup> floor) about the outage?

David

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**From:** David Johnson <[johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)>  
**Date:** Tuesday, July 29, 2025 at 8:11 AM  
**To:** Misty Glazier <[mmb0003@auburn.edu](mailto:mmb0003@auburn.edu)>, Julie Huff <[hilljul@auburn.edu](mailto:hilljul@auburn.edu)>  
**Cc:** David Held <[dwh0004@auburn.edu](mailto:dwh0004@auburn.edu)>  
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**Auburn University Facilities Management**

1161 W Samford Ave, Auburn University, AL 36849

C: 334-734-3287 | [johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)



**From:** [Ryan Landry](#)  
**To:** [David Johnson](#); [Josh Conradson](#); [George Kirkpatrick](#)  
**Subject:** RE: 24-477 Funchess Hall Water Outage  
**Date:** Wednesday, July 30, 2025 10:09:13 AM  
**Attachments:** [image001.png](#)

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Gotcha. Just need to make sure that small pipe section is fully restrained to prevent it from pushing out when re-pressurized.

Approved.

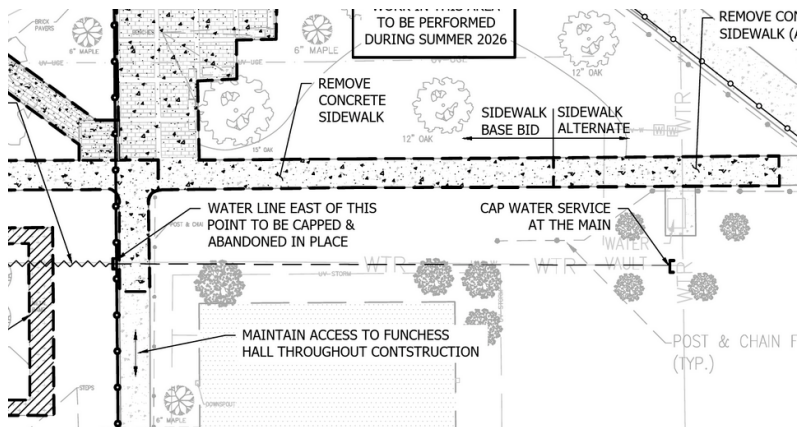
-Ryan

---

**From:** David Johnson <[johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)>  
**Sent:** Wednesday, July 30, 2025 10:05 AM  
**To:** Ryan Landry <[rc10007@auburn.edu](mailto:rc10007@auburn.edu)>; Josh Conradson <[conrajr@auburn.edu](mailto:conrajr@auburn.edu)>; George Kirkpatrick <[gkk0003@auburn.edu](mailto:gkk0003@auburn.edu)>  
**Subject:** RE: 24-477 Funchess Hall Water Outage

Ryan,

Our plans call to cap the main line.



**David Johnson, P.E.**  
*Construction Project Manager*  
**Auburn University Facilities Management**  
1161 W Samford Ave, Auburn University, AL 36849  
C: 334-734-3287 | [johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)

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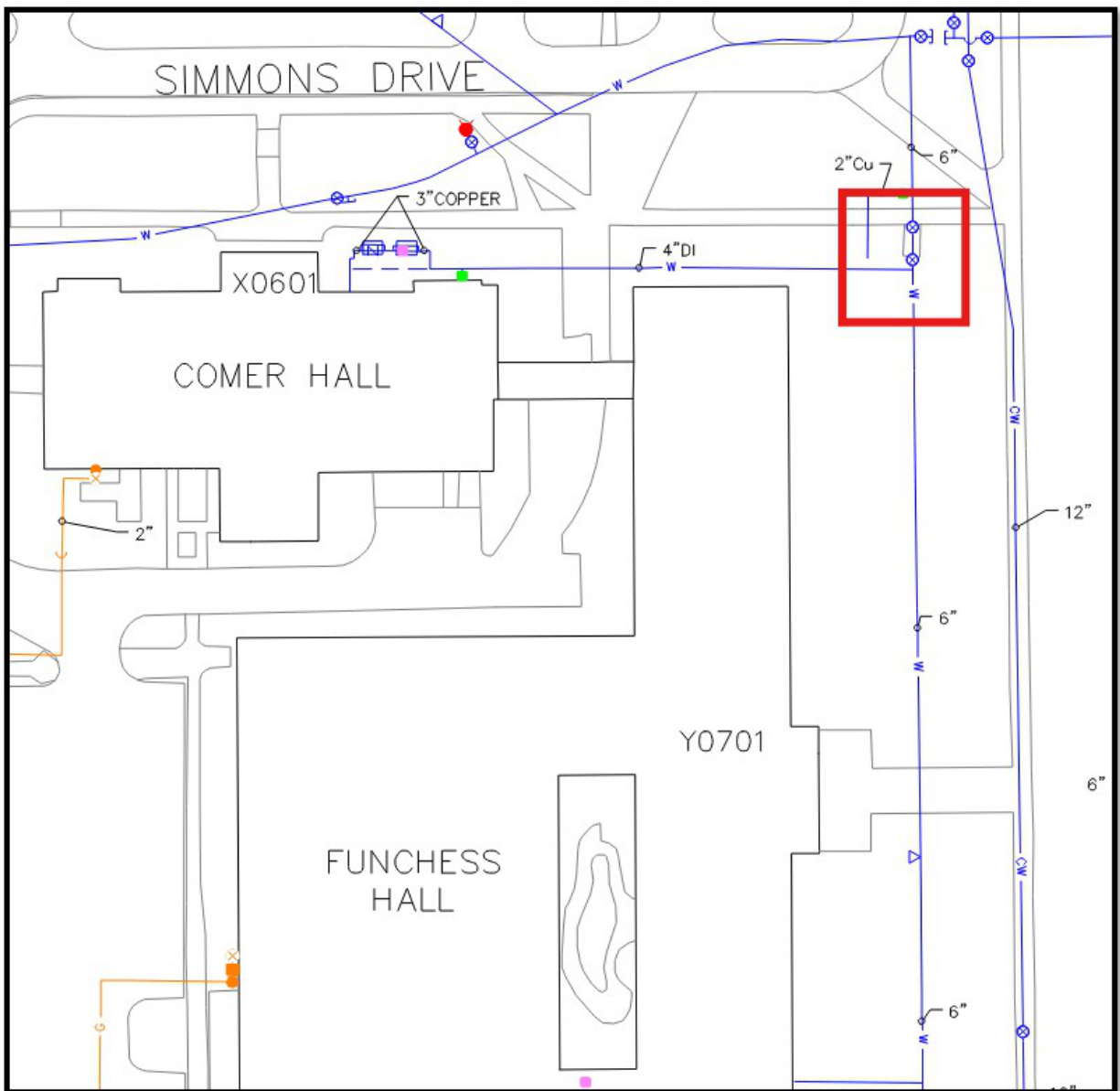
**From:** Ryan Landry <[rc10007@auburn.edu](mailto:rc10007@auburn.edu)>  
**Sent:** Wednesday, July 30, 2025 10:01 AM  
**To:** David Johnson <[johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)>; Josh Conradson <[conrajr@auburn.edu](mailto:conrajr@auburn.edu)>; George Kirkpatrick <[gkk0003@auburn.edu](mailto:gkk0003@auburn.edu)>  
**Subject:** RE: 24-477 Funchess Hall Water Outage

David,

Just curious, do you know what the piping modification plan is?

Are they cutting and capping the branch line? Are they removing the piping tee altogether and straight-piping it to Funchess?

From what I understand, the water service to Comer is going to come from the other side of the building in the future, so having a capped branch line may be less ideal than just straight-piping it. Although, if Funchess comes down soon like everyone hopes it may not make a huge difference in the long run.



-Ryan

**From:** David Johnson <[johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)>

**Sent:** Wednesday, July 30, 2025 9:44 AM

**To:** Josh Conradson <[conrajr@auburn.edu](mailto:conrajr@auburn.edu)>; Fred Buchanan <[buchaf1@auburn.edu](mailto:buchaf1@auburn.edu)>; George Kirkpatrick <[gkk0003@auburn.edu](mailto:gkk0003@auburn.edu)>; Ryan Landry <[rcl0007@auburn.edu](mailto:rcl0007@auburn.edu)>; Wendy Peacock <[wkp0003@auburn.edu](mailto:wkp0003@auburn.edu)>

**Cc:** Travis Tally <[tallytp@auburn.edu](mailto:tallytp@auburn.edu)>; David Floyd <[dhf0002@auburn.edu](mailto:dhf0002@auburn.edu)>; Kenneth Pitts <[kjp0003@auburn.edu](mailto:kjp0003@auburn.edu)>

**Subject:** RE: 24-477 Funchess Hall Water Outage

I have talked to U&E about supporting this outage and they are onboard.

**David Johnson, P.E.**

Construction Project Manager

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**Cc:** Travis Tally <[tallytp@auburn.edu](mailto:tallytp@auburn.edu)>; David Floyd <[dhf0002@auburn.edu](mailto:dhf0002@auburn.edu)>; Kenneth Pitts <[kjp0003@auburn.edu](mailto:kjp0003@auburn.edu)>

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

*Director of Maintenance*

**Auburn University Facilities Management**

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C: 334-734-3287 | [johnsdj@auburn.edu](mailto:johnsdj@auburn.edu)

**From:** [Wendy Peacock](#)  
**To:** [David Johnson](#)  
**Subject:** RE: 24-477 Funchess Hall Water Outage  
**Date:** Wednesday, July 30, 2025 8:51:51 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

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I approve.



**Wendy Peacock, MBC, PMP, CEFP**

Director Construction Management  
Planning, Design & Construction  
1161 W Samford Ave, Auburn, AL 36849  
O: 334.734.0158  
[wkp0003@auburn.edu](mailto:wkp0003@auburn.edu)  
[fm.auburn.edu](http://fm.auburn.edu)



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**Sent:** Wednesday, July 30, 2025 8:49 AM  
**To:** Fred Buchanan <[buchaf1@auburn.edu](mailto:buchaf1@auburn.edu)>; George Kirkpatrick <[gkk0003@auburn.edu](mailto:gkk0003@auburn.edu)>; Josh Conradson <[conrajr@auburn.edu](mailto:conrajr@auburn.edu)>; Ryan Landry <[rcl0007@auburn.edu](mailto:rcl0007@auburn.edu)>; Wendy Peacock <[wkp0003@auburn.edu](mailto:wkp0003@auburn.edu)>  
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