

## Planned Outage and Interruption Request

Work Owner \_\_\_\_\_ Organization \_\_\_\_\_ Phone \_\_\_\_\_

Onsite Contact \_\_\_\_\_ Phone \_\_\_\_\_

Project # \_\_\_\_\_ 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>		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>				
<b>Utility Outage</b> <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>
<b>Outside Closures</b>		Roadway		Sidewalk		Bike Lane		Waste Receptacle
		Parking Spaces		ADA Facilities		Traffic Signal		Other <small>(Explain below)</small>
<b>Life Safety System Outage</b> <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 &amp; Safety and University Engineer)</small>				Note:		
<b>Life Safety Notifications</b>		Annual Fire Alarm Test and Inspection		Fire Suppression System Testing		Fire Alarm System Testing		Fire Alarm System Download
<b>Notifications</b>		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

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**From:** Kenneth Sullins  
**Sent:** Friday, August 1, 2025 10:44 AM  
**To:** John Bumpers; Scott McClure; Bob Hix; Nolan Yon; Evan Hamner  
**Cc:** C Wagoner  
**Subject:** RE: 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

I approve

---

**From:** John Bumpers <jkb0007@auburn.edu>  
**Sent:** Friday, August 1, 2025 10:37 AM  
**To:** Scott McClure <mcccluws@auburn.edu>; Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Evan Hamner <reh0078@auburn.edu>  
**Cc:** Kenneth Sullins <sullike@auburn.edu>; C Wagoner <cbw0021@auburn.edu>  
**Subject:** 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

Good morning, everyone –

Apologies for the short notice on this outage request; I just learned about these devices and did not realize that they were something we needed to take down for work near the ceilings at Melton.

The attached outage request form is for the laser smoke detectors installed high in the ceilings and on walls over at the Melton Student Center. I believe that the majority of these are on the second floor, but I will call JCI today to make sure we account for all of them in the area of work.

Our project electrician will be changing out lighting fixtures on a lift next week from Monday, 08/04, through Friday, 08/08, and we would like to take these devices offline while work is underway each day to avoid setting off the alarm. These devices would be taken offline each morning at 6:00am and then reactivated each evening at 5:00pm once work is complete.

Please let me know if this one is approved or if you have any questions about it or the work taking place.

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](mailto:JKB0007@auburn.edu)

## John Bumpers

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**From:** C Wagoner  
**Sent:** Friday, August 1, 2025 10:39 AM  
**To:** John Bumpers; Scott McClure; Bob Hix; Nolan Yon; Evan Hamner  
**Cc:** Kenneth Sullins  
**Subject:** RE: 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

Zone 4 approves



### C. Burke Wagoner

Zone 4 Supervisor

Auburn University Facilities Maintenance

1161 W. Samford Ave

O: 334.734.0937

[cbw0021@auburn.edu](mailto:cbw0021@auburn.edu)

[fm.auburn.edu](http://fm.auburn.edu)



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**From:** John Bumpers <jkb0007@auburn.edu>  
**Sent:** Friday, August 1, 2025 10:37 AM  
**To:** Scott McClure <mcccluws@auburn.edu>; Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Evan Hamner <reh0078@auburn.edu>  
**Cc:** Kenneth Sullins <sullike@auburn.edu>; C Wagoner <cbw0021@auburn.edu>  
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## John Bumpers

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**From:** Scott McClure  
**Sent:** Friday, August 1, 2025 10:48 AM  
**To:** Kenneth Sullins; John Bumpers; Bob Hix; Nolan Yon; Evan Hamner  
**Cc:** C Wagoner  
**Subject:** RE: 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

I approve

--

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

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**From:** Kenneth Sullins <[sullike@auburn.edu](mailto:sullike@auburn.edu)>  
**Sent:** Friday, August 1, 2025 10:44 AM  
**To:** John Bumpers <[jkb0007@auburn.edu](mailto:jkb0007@auburn.edu)>; Scott McClure <[mccluws@auburn.edu](mailto:mccluws@auburn.edu)>; Bob Hix <[hixjame@auburn.edu](mailto:hixjame@auburn.edu)>; Nolan Yon <[yonbenj@auburn.edu](mailto:yonbenj@auburn.edu)>; Evan Hamner <[reh0078@auburn.edu](mailto:reh0078@auburn.edu)>  
**Cc:** C Wagoner <[cbw0021@auburn.edu](mailto:cbw0021@auburn.edu)>  
**Subject:** RE: 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

I approve

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**From:** John Bumpers <[jkb0007@auburn.edu](mailto:jkb0007@auburn.edu)>  
**Sent:** Friday, August 1, 2025 10:37 AM  
**To:** Scott McClure <[mccluws@auburn.edu](mailto:mccluws@auburn.edu)>; Bob Hix <[hixjame@auburn.edu](mailto:hixjame@auburn.edu)>; Nolan Yon <[yonbenj@auburn.edu](mailto:yonbenj@auburn.edu)>; Evan Hamner <[reh0078@auburn.edu](mailto:reh0078@auburn.edu)>  
**Cc:** Kenneth Sullins <[sullike@auburn.edu](mailto:sullike@auburn.edu)>; C Wagoner <[cbw0021@auburn.edu](mailto:cbw0021@auburn.edu)>  
**Subject:** 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

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Our project electrician will be changing out lighting fixtures on a lift next week from Monday, 08/04, through Friday, 08/08, and we would like to take these devices offline while work is underway each day to avoid setting off the alarm. These devices would be taken offline each morning at 6:00am and then reactivated each evening at 5:00pm once work is complete.

## John Bumpers

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**From:** Wendy Peacock  
**Sent:** Friday, August 1, 2025 4:23 PM  
**To:** John Bumpers  
**Subject:** RE: 24-332 - Melton Laser Smoke Detection Outage - 08/04-08/08/25

I approve.



**Wendy Peacock, MBC, PMP, CEF**  
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](mailto:fm.auburn.edu)



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**From:** John Bumpers <jkb0007@auburn.edu>  
**Sent:** Friday, August 1, 2025 4:22 PM  
**To:** Wendy Peacock <wkp0003@auburn.edu>  
**Subject:** 24-332 - Melton Laser Smoke Detection Outage - 08/04-08/08/25

Hey Wendy –

The attached outage request is for the laser smoke detection devices high in the ceiling at Melton. ETI is going to be changing out light fixtures starting Monday and working throughout the week, so this will be a daily recurring outage starting at 6:00am and running until 5:00pm each day from Monday, 08/04, through Friday, 08/08.

Please let me know if this one is approved or if you have any questions about it, then I'll get this one submitted to Work Management if everything looks good!

Thanks,

**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](mailto:JKB0007@auburn.edu)

## John Bumpers

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**From:** Bob Hix  
**Sent:** Friday, August 1, 2025 11:24 AM  
**To:** John Bumpers; Scott McClure; Nolan Yon; Evan Hamner  
**Cc:** Kenneth Sullins; C Wagoner  
**Subject:** RE: 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

Approved

### **Bob Hix, P.E.**

C: 334-740-8247 | [bobhix@auburn.edu](mailto:bobhix@auburn.edu)

---

**From:** John Bumpers <jkb0007@auburn.edu>  
**Sent:** Friday, August 1, 2025 10:37 AM  
**To:** Scott McClure <mccluws@auburn.edu>; Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Evan Hamner <reh0078@auburn.edu>  
**Cc:** Kenneth Sullins <sullike@auburn.edu>; C Wagoner <cbw0021@auburn.edu>  
**Subject:** 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

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Please let me know if this one is approved or if you have any questions about it or the work taking place.

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](mailto:JKB0007@auburn.edu)

## John Bumpers

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**From:** Jonathan Haney  
**Sent:** Friday, August 1, 2025 12:27 PM  
**To:** John Bumpers; Bob Hix; Scott McClure; Kenneth Sullins  
**Cc:** Evan Hamner  
**Subject:** RE: 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

Approved by RMS



### Jon Haney '08

Specialist III, Safety & Health  
Risk Management & Safety  
1161 W Samford Ave, RMS Bldg 9  
O: 334.844.4870 | M: 334.750.9981  
[haneyjd@auburn.edu](mailto:haneyjd@auburn.edu)  
[cws.auburn.edu/rms](https://cws.auburn.edu/rms)



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**From:** Evan Hamner <reh0078@auburn.edu>  
**Sent:** Friday, August 1, 2025 11:44 AM  
**To:** Jonathan Haney <haneyjd@auburn.edu>  
**Subject:** Fwd: 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

Sent from my iPhone

Begin forwarded message:

**From:** Bob Hix <[hixjame@auburn.edu](mailto:hixjame@auburn.edu)>  
**Date:** August 1, 2025 at 11:23:41 AM CDT  
**To:** John Bumpers <[jkb0007@auburn.edu](mailto:jkb0007@auburn.edu)>, Scott McClure <[mccluws@auburn.edu](mailto:mccluws@auburn.edu)>, Nolan Yon <[yonbenj@auburn.edu](mailto:yonbenj@auburn.edu)>, Evan Hamner <[reh0078@auburn.edu](mailto:reh0078@auburn.edu)>  
**Cc:** Kenneth Sullins <[sullike@auburn.edu](mailto:sullike@auburn.edu)>, C Wagoner <[cbw0021@auburn.edu](mailto:cbw0021@auburn.edu)>  
**Subject:** RE: 24-332 - Melton Student Center - Laser Smoke Detection Outage - 08/04-08/08

Approved

### Bob Hix, P.E.

C: 334-740-8247 | [bobhix@auburn.edu](mailto:bobhix@auburn.edu)

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**Sent:** Friday, August 1, 2025 10:37 AM