

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
							Wendy Peacock	
Campus Services/Landscape								
Approval Required?	Approved By:	Date						
	Kristy Cannon							
For Life Safety Systems								
University Engineer			Risk Management and Safety					
Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date			
	Bob Hix			Elizabeth De Kruif				
Work Management								
Received By:		Date Received	Time Received		Date Notice Issued		Time Issued	

Work Owner Signature: Tyler Hand Date

FACILITIES MANAGEMENT
CONSTRUCTION MANAGEMENT
FIRE WATCH SIGN-OFF FOR OUTAGES

FIRE WATCH SIGN-OFF SHEET

Project Name. Lowder 008 Renovation

Date: August 15 - August 15

AU Project #. 24-314

NAME	TIME WALKED	PHONE	COMMENTS

NAME	TIME WALKED	PHONE	COMMENTS

From: [Bob Hix](#)
To: [Tyler Hand](#); [John Hornbuckle](#); [David Simon](#); [Nolan Yon](#); [Dee Sneed](#); [Kristy Cannon](#); [Jessica Covington](#); [Elizabeth De Kruif](#); [C Wagoner](#); [Bruce Arnold](#); [Josh Conradson](#); [Eric Moore](#)
Cc: [Terry Whitfield](#); [Steven Headrick](#)
Subject: RE: 24-314 - Lowder Hall - Rms 008 & 008A, Various Renovations - Sprinkler Outage
Date: Thursday, August 14, 2025 8:18:25 AM

Approved.

Make sure the Fire watch log is turned in to Jessica at the end of the project.

Bob Hix, P.E.

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

From: Tyler Hand <tyler.hand@auburn.edu>

Sent: Thursday, August 14, 2025 8:14 AM

To: John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Josh Conradson <conrajr@auburn.edu>; Eric Moore <jem0028@auburn.edu>

Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>; Steven Headrick <steveh276@yahoo.com>

Subject: 24-314 - Lowder Hall - Rms 008 & 008A, Various Renovations - Sprinkler Outage

Importance: High

All,

See the attached Sprinkler Outage to move some heads for spacing.

Only area that is sprinkled on the Ground Floor is the Finance Lab. Reflected in attached plan.

System will be up at the end of the day. Brendle will shutdown for contractor.

Let me know if you approve of this outage.

Thanks,

Tyler Hand

Project Manager, Construction Management
Auburn University Facilities Management

1161 W Samford Ave, Building One

Auburn University, AL 36849

C: 334-703-2517 | tyler.hand@auburn.edu

From: [Kristy Cannon](#)
To: [Tyler Hand](#); [John Hornbuckle](#); [David Simon](#); [Bob Hix](#); [Nolan Yon](#); [Dee Sneed](#); [Jessica Covington](#); [Elizabeth De Kruif](#); [C Wagoner](#); [Bruce Arnold](#); [Josh Conradson](#); [Eric Moore](#)
Cc: [Terry Whitfield](#); [Steven Headrick](#)
Subject: Re: 24-314 - Lowder Hall - Rms 008 & 008A, Various Renovations - Sprinkler Outage
Date: Thursday, August 14, 2025 8:21:37 AM
Attachments: [image.png](#)

Campus Services Approves

Regards,
Kristy

Kristy Cannon, MBA, MEd, CFP
Assistant Director, Campus Services
Chair, A&P Grievance Committee
1161 W. Samford Ave.
Auburn, AL 36849
(334)734-0208



From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Thursday, August 14, 2025 8:13 AM
To: John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Josh Conradson <conrajr@auburn.edu>; Eric Moore <jem0028@auburn.edu>
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From: [Elizabeth De Kruif](#)
To: [Bob Hix](#); [Tyler Hand](#); [John Hornbuckle](#); [David Simon](#); [Nolan Yon](#); [Dee Sneed](#); [Kristy Cannon](#); [Jessica Covington](#); [C Wagoner](#); [Bruce Arnold](#); [Josh Conradson](#); [Eric Moore](#)
Cc: [Terry Whitfield](#); [Steven Headrick](#)
Subject: Re: 24-314 - Lowder Hall - Rms 008 & 008A, Various Renovations - Sprinkler Outage
Date: Thursday, August 14, 2025 8:21:49 AM

I approve

Get [Outlook for iOS](#)

From: Bob Hix <hixjame@auburn.edu>
Sent: Thursday, August 14, 2025 8:18:20 AM
To: Tyler Hand <tyler.hand@auburn.edu>; John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Josh Conradson <conrajr@auburn.edu>; Eric Moore <jem0028@auburn.edu>
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Importance: High

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From: [John Hornbuckle](#)
To: [Tyler Hand](#)
Cc: [David Simon](#)
Subject: Re: 24-314 - Lowder Hall - Rms 008 & 008A, Various Renovations - Sprinkler Outage
Date: Thursday, August 14, 2025 9:47:22 AM
Attachments: [img-a6ed8afc-e8b4-4e62-8c16-46fbb2dba0fc\[92\]](#)
[img-fb6fbc9f-a888-4933-ad0d-7843fcb1ced7\[7\]](#)
[img-71aee111-8ce0-4a22-bd83-062cc6f8be77\[81\]](#)
[img-5473d0bc-4882-4356-be4e-e6739e2e8c63\[94\]](#)

Approved.



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



From: Tyler Hand <tyler.hand@auburn.edu>
Date: Thursday, August 14, 2025 at 8:14 AM
To: John Hornbuckle <jrh0096@auburn.edu>, David Simon <simonda@auburn.edu>, Bob Hix <hixjame@auburn.edu>, Nolan Yon <yonbenj@auburn.edu>, Dee Sneed <deesneed@auburn.edu>, Kristy Cannon <kdf0019@auburn.edu>, Jessica Covington <jlc0105@auburn.edu>, Elizabeth De Kruif <erd0023@auburn.edu>, C Wagoner <cbw0021@auburn.edu>, Bruce Arnold <gba0004@auburn.edu>, Josh Conradson <conrajr@auburn.edu>, Eric Moore <jem0028@auburn.edu>
Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>, Steven Headrick <steveh276@yahoo.com>
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From: [Bruce Arnold](#)
To: [Tyler Hand](#); [John Hornbuckle](#); [David Simon](#); [Bob Hix](#); [Nolan Yon](#); [Dee Sneed](#); [Kristy Cannon](#); [Jessica Covington](#); [Elizabeth De Kruif](#); [C Wagoner](#); [Josh Conradson](#); [Eric Moore](#)
Cc: [Terry Whitfield](#); [Steven Headrick](#)
Subject: RE: 24-314 - Lowder Hall - Rms 008 & 008A, Various Renovations - Sprinkler Outage
Date: Thursday, August 14, 2025 9:25:17 AM

I approve

Bruce

Gary B. "Bruce" Arnold, CEFP

AU '83

Assistant Director, Maintenance

Facilities Management

Auburn University

Cell: 334-734-3225

Email: gba0004@auburn.edu

1161 West Samford Avenue

Auburn, AL 36849



From: Tyler Hand <tyler.hand@auburn.edu>

Sent: Thursday, August 14, 2025 8:14 AM

To: John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Josh Conradson <conrajr@auburn.edu>; Eric Moore <jem0028@auburn.edu>

Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>; Steven Headrick <steveh276@yahoo.com>

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From: [C Wagoner](#)
To: [Tyler Hand](#); [John Hornbuckle](#); [David Simon](#); [Bob Hix](#); [Nolan Yon](#); [Dee Sneed](#); [Kristy Cannon](#); [Jessica Covington](#); [Elizabeth De Kruif](#); [Bruce Arnold](#); [Josh Conradson](#); [Eric Moore](#)
Cc: [Terry Whitfield](#); [Steven Headrick](#)
Subject: RE: 24-314 - Lowder Hall - Rms 008 & 008A, Various Renovations - Sprinkler Outage
Date: Thursday, August 14, 2025 12:36:18 PM
Attachments: [image001.png](#)

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: Tyler Hand <tyler.hand@auburn.edu>

Sent: Thursday, August 14, 2025 8:14 AM

To: John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruif <erd0023@auburn.edu>; C Wagoner <cbw0021@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Josh Conradson <conrajr@auburn.edu>; Eric Moore <jem0028@auburn.edu>

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From: [Wendy Peacock](#)
To: [Tyler Hand](#)
Cc: [Terry Whitfield](#)
Subject: Re: 24-314 - Lowder Hall - Rms 008 & 008A, Various Renovations - Sprinkler Outage
Date: Thursday, August 14, 2025 1:04:41 PM
Attachments: [image001.png](#)

Approved

Wendy Peacock, MBC, PMP, CEFM
Director - Construction Management
Auburn University Facilities Management
1161 W Samford Ave, Auburn University, AL 36849
334-844-4810 office | 334-734-0158 mobile | wpeacock@auburn.edu

From: Tyler Hand <tyler.hand@auburn.edu>
Sent: Thursday, August 14, 2025 12:38:15 PM
To: Wendy Peacock <wkp0003@auburn.edu>
Cc: Terry Whitfield <terry.brendlesprinkler@gmail.com>
Subject: FW: 24-314 - Lowder Hall - Rms 008 & 008A, Various Renovations - Sprinkler Outage

Wendy,

See the attached approved.

Thanks,

Tyler Hand
Project Manager, Construction Management
Auburn University Facilities Management
1161 W Samford Ave, Building One
Auburn University, AL 36849
C: 334-703-2517 | tyler.hand@auburn.edu

From: C Wagoner <cbw0021@auburn.edu>
Sent: Thursday, August 14, 2025 12:36 PM
To: Tyler Hand <tyler.hand@auburn.edu>; John Hornbuckle <jrh0096@auburn.edu>; David Simon <simonda@auburn.edu>; Bob Hix <hixjame@auburn.edu>; Nolan Yon <yonbenj@auburn.edu>; Dee Sneed <deesneed@auburn.edu>; Kristy Cannon <kdf0019@auburn.edu>; Jessica Covington <jlc0105@auburn.edu>; Elizabeth De Kruij <erd0023@auburn.edu>; Bruce Arnold <gba0004@auburn.edu>; Josh Conradson <conrajr@auburn.edu>; Eric Moore <jem0028@auburn.edu>
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