

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

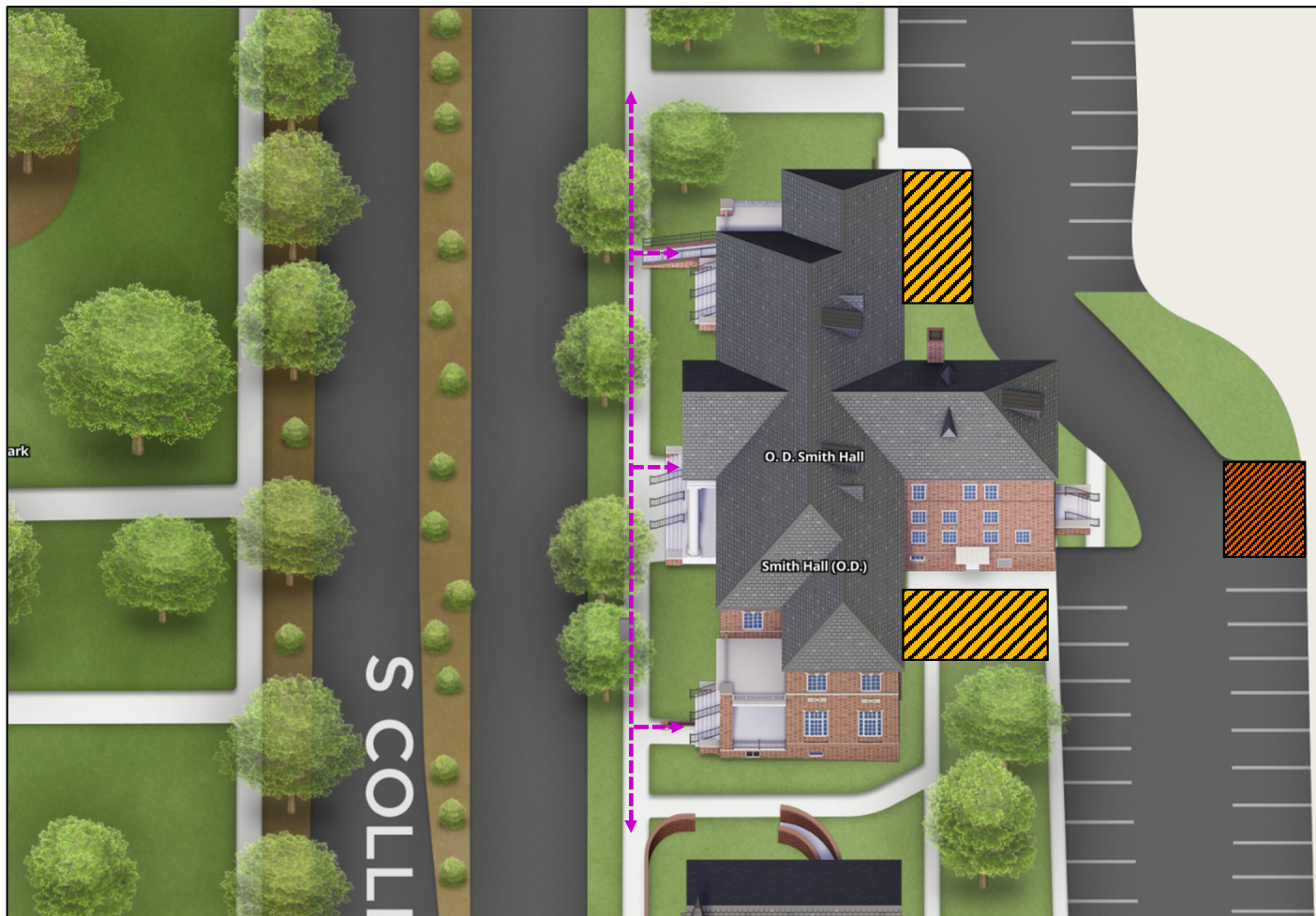
Facilities Management Approvals (Per the Approval Matrix)

Facilities Management								
Maintenance			Utility and Energy			Design & Construction		
Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date
Campus Services/Landscape			Parking Services/Tiger Transit					
Approval Required?	Approved By:	Date	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 _____

24-614 O.D. Smith Hall 3rd Floor Renovation

October - December 2025



LEGEND



Construction Area



Pedestrian Movement



Contractor Parking

Notes:

- All scope is confined to inside OD Smith Hall. Construction areas will be used for laydown space.
- Parking and laydown being coordinated with Parking Services.
- Pedestrian traffic maintained.

John Bumpers

From: Hope Stockton
Sent: Wednesday, October 22, 2025 11:54 AM
To: John Bumpers
Subject: RE: 24-614 - OD Smith Hall - Parking Space Outage Extension

Approved from OPCE

From: John Bumpers <jkb0007@auburn.edu>
Sent: Wednesday, October 22, 2025 11:33 AM
To: Gail Gauntt <gauntgd@auburn.edu>; Amy Douglas <douglak@auburn.edu>
Cc: Hope Stockton <stockhg@auburn.edu>
Subject: 24-614 - OD Smith Hall - Parking Space Outage Extension

Good morning, Gail & Amy –

With construction work continuing at OD Smith Hall, we are reaching out regarding an outage extension for two parking spaces in the parking lot. I believe that there were two spaces taken out of service for the roofing repair project this summer, and we would like to extend that outage to accommodate the 3rd floor renovation project in the building. The parking spaces in question are shown in the attached communication plan for the project, highlighted in orange, and this outage would extend until the start of winter break on 12/19/25.

Are there any concerns with extending this outage, or are there any others we need to reach out to for approval on this one? It's never good to take away parking spaces on campus, but we are making our best attempt to limit impacts to the area as much as possible. If this outage is approved, please reply to this email with your approval, but feel free to reach out via email or my cell number below if we need to discuss this further!

Thank you,

John Bumpers

Project Manager – Planning, Design, & Construction

Auburn University Facilities Management

1161 W Samford Ave, Auburn University, AL 36849

C: 334.734.1465 | JKB0007@auburn.edu

John Bumpers

From: Amy Douglas
Sent: Wednesday, October 22, 2025 12:15 PM
To: John Bumpers; Gail Gauntt
Cc: Hope Stockton
Subject: RE: 24-614 - OD Smith Hall - Parking Space Outage Extension

I am fine with the extended usage of the parking spaces.
Amy

From: John Bumpers <jkb0007@auburn.edu>
Sent: Wednesday, October 22, 2025 11:33 AM
To: Gail Gauntt <gauntgd@auburn.edu>; Amy Douglas <douglak@auburn.edu>
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John Bumpers

Project Manager – Planning, Design, & Construction

Auburn University Facilities Management

1161 W Samford Ave, Auburn University, AL 36849

C: 334.734.1465 | JKB0007@auburn.edu

John Bumpers

From: Gail Gauntt
Sent: Wednesday, October 22, 2025 1:02 PM
To: Amy Douglas; John Bumpers
Cc: Hope Stockton; Hollie Cost; Karen Rankin
Subject: RE: 24-614 - OD Smith Hall - Parking Space Outage Extension

Hi John,

I've checked with Hope Stockton, Hollie Cost and Karen Rankin regarding University Outreach offices in O.D. Smith. They are fine with the extension of the parking space outage. Thanks for the notification. Gail

From: Amy Douglas <douglak@auburn.edu>
Sent: Wednesday, October 22, 2025 12:15 PM
To: John Bumpers <jkb0007@auburn.edu>; Gail Gauntt <gauntgd@auburn.edu>
Cc: Hope Stockton <stockhg@auburn.edu>
Subject: RE: 24-614 - OD Smith Hall - Parking Space Outage Extension

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Cc: Hope Stockton <stockhg@auburn.edu>
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Thank you,

John Bumpers
Project Manager – Planning, Design, & Construction
Auburn University Facilities Management

John Bumpers

From: Josh Conradson
Sent: Monday, October 27, 2025 11:29 AM
To: John Bumpers; Leslie Perry
Subject: RE: 24-614 - OD Smith Hall Parking Spaces Outage Extension - Through 12/19/25

John,

Outage approved. Sounds like you have talked to the clients in the buildings which was going to be my biggest concern.

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: John Bumpers <jkb0007@auburn.edu>
Sent: Monday, October 27, 2025 9:33 AM
To: Josh Conradson <conrajr@auburn.edu>; Leslie Perry <lap0031@auburn.edu>
Subject: 24-614 - OD Smith Hall Parking Spaces Outage Extension - Through 12/19/25

Good morning, Josh & Leslie –

I'm reaching out this morning regarding a parking space outage for construction work taking place at O.D. Smith Hall. I believe there was an outage in place over the summer for a couple of spaces in their parking lot for the roofing project, and we wanted to either re-establish that outage or extend it through the end of this year (12/19) for the 3rd floor renovations (project 24-614).

The parking spaces in question are shown in the attached communication plan, and it will be two spaces in total that will be out of service for construction. The attached outage form shows the outage starting tomorrow, but that can be adjusted depending on when the form is submitted. We have obtained approval from the clients and building occupants for this one as well. Their approvals are attached to the outage form.

If this outage is approved, please reply to this email with your approval and we'll get this one submitted for execution. Feel free to reach out if you have any questions about this one!

Thank you,

John Bumpers

Project Manager – Planning, Design, & Construction

Auburn University Facilities Management

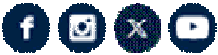
John Bumpers

From: Wendy Peacock
Sent: Monday, October 27, 2025 12:48 PM
To: John Bumpers
Subject: RE: 24-614 - OS Smith Hall - Parking Space Outage - 10/28 to 12/19/25

Approved.



Wendy Peacock, MBC, PMP, CFP
Director Construction Operations
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: Monday, October 27, 2025 12:01 PM
To: Wendy Peacock <wkp0003@auburn.edu>
Subject: 24-614 - OS Smith Hall - Parking Space Outage - 10/28 to 12/19/25

Hey Wendy –

I heard last week that we actually may not have had an official outage in place for the parking spaces at OD Smith for project 24-614 – or at least one that lined up with the dates on our most recent Communication Plans. We talked with the building clients, Zone Maintenance, and Parking Services and got approval for the two parking spaces shown on the Communication Plan to be out of service until the start of winter break. Their approvals have been added to the attached outage form. This one would run from 10/28 through 12/19.

Please let me know if this one is approved or if you have any questions about it! If approved, I'll get this one submitted through Work Management for execution.

Thank you!

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

John Bumpers

From: Leslie Perry
Sent: Monday, October 27, 2025 10:18 AM
To: John Bumpers; Josh Conradson
Subject: Re: 24-614 - OD Smith Hall Parking Spaces Outage Extension - Through 12/19/25

Looks good! I will let my monitors know.

Thanks,
Leslie

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: John Bumpers <jkb0007@auburn.edu>
Sent: Monday, October 27, 2025 9:33:04 AM
To: Josh Conradson <conrajr@auburn.edu>; Leslie Perry <lapp0031@auburn.edu>
Subject: 24-614 - OD Smith Hall Parking Spaces Outage Extension - Through 12/19/25

Good morning, Josh & Leslie –

I'm reaching out this morning regarding a parking space outage for construction work taking place at O.D. Smith Hall. I believe there was an outage in place over the summer for a couple of spaces in their parking lot for the roofing project, and we wanted to either re-establish that outage or extend it through the end of this year (12/19) for the 3rd floor renovations (project 24-614).

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Thank you,

John Bumpers

Project Manager – Planning, Design, & Construction

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