

Planned Outage and Interruption Request

Work Owner WHITNEY BROCK Organization PDC Phone 334-752-1301

Onsite Contact _____ Phone _____

Project # 20-378 STEM&AG 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>	<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>				
Utility Outage <small>(If entire building is out)</small>	<input type="checkbox"/>	Electric Power	<input type="checkbox"/>	Natural Gas	<input type="checkbox"/>	Sewer from Building	<input 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>
Outside Closures	<input checked="" type="checkbox"/>	Roadway	<input type="checkbox"/>	Sidewalk	<input checked="" 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>
Life Safety System Outage <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 & Safety and University Engineer)</small>			Note:			
Life Safety Notifications	<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
Notifications	<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

Furniture deliveries for the STEM & AG Building will require temporary lane shifts on Samford Avenue during short, intermittent windows. Construction flaggers will be present at all times during active deliveries to safely direct traffic. All cones and traffic control devices will be removed once the delivery truck leaving the site. Each delivery is anticipated to be completed with the truck fully offsite within two (2) hours of the scheduled start time.

Building(s) or Location(s) Affected

Samford Avenue East Bound lanes near STEM & AG.

Specific Space Affected (Room Numbers)

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

Temporary lane shifts during truck deliveries- sporadic throughout timeframe noted below. See attached for details.

Schedule: Start Date: 2/23/26 Start Time: 10:00 am End Date: 4/29/26 End Time: 10:00 am

Planned Outage and Interruption Request

Planning Reviews (Per Review Matrix):

Organization	Review Required?	Reviewer	Review Date
Maintenance Zone Manager or Supervisor	Yes	Josh Conradson	02/18/2026
Utility Supervisor	No		
Others as Needed	Yes		

Client Approvals (Per Approval Matrix):

Organizations Affected by Work, Interruption, or Outage			
Client	Building(s)	Key Contact	Approval Date
Parking Services	Samford Ave	Arishna Lastinger	02/18/2026
Tiger Transit	Samford Ave	Chris Harris	02/18/2026
College of Education	College of Education	Crystal Gullede	02/18/2026
CADC	Dudley Hall/Gorrie	Ben Farrow	
Liberal Arts	Goodwin Hall	Patricia James	

Facilities Management Approvals (Per the Approval Matrix) Huff, Provost

Facilities Management								
Maintenance			Utility and Energy			Design & Construction		
Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date
Yes		02/18/2026	No			Yes	W Peacock	02/18/2026
Campus Services/Landscape								
Approval Required?	Approved By:	Date						
No								
For Life Safety Systems								
University Engineer			Risk Management and Safety					
Approval Required?	Approved By:	Date	Approval Required?	Approved By:	Date			
No			No					
Work Management								
Received By:		Date Received	Time Received	Date Notice Issued		Time Issued		

Work Owner Signature: Whitney Brock Date 02/18/2026

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 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

AUBURN UNIVERSITY

TEMPORARY TRAFFIC OUTAGE NOTICE

Outage

STEM & AG Building – Furniture Deliveries / Temporary Lane Shifts

Outage Type

Temporary Traffic Impact / Lane Shift

Location Affected

Samford Avenue- East Bound Lane

Outage Window

Intermittent impacts between February 23, 2026 – April 29, 2026. Individual delivery windows will not exceed two (2) hours.

Description of Impact

Furniture deliveries for the STEM & AG Building will require temporary lane shifts on Samford Avenue during short, intermittent windows. Construction flaggers will be present at all times during active deliveries to safely direct traffic. All cones and traffic control devices will be removed once the delivery truck leaving the site. Each delivery is anticipated to be completed with the truck fully offsite within two (2) hours of the scheduled start time.

Site Logistics Exhibits

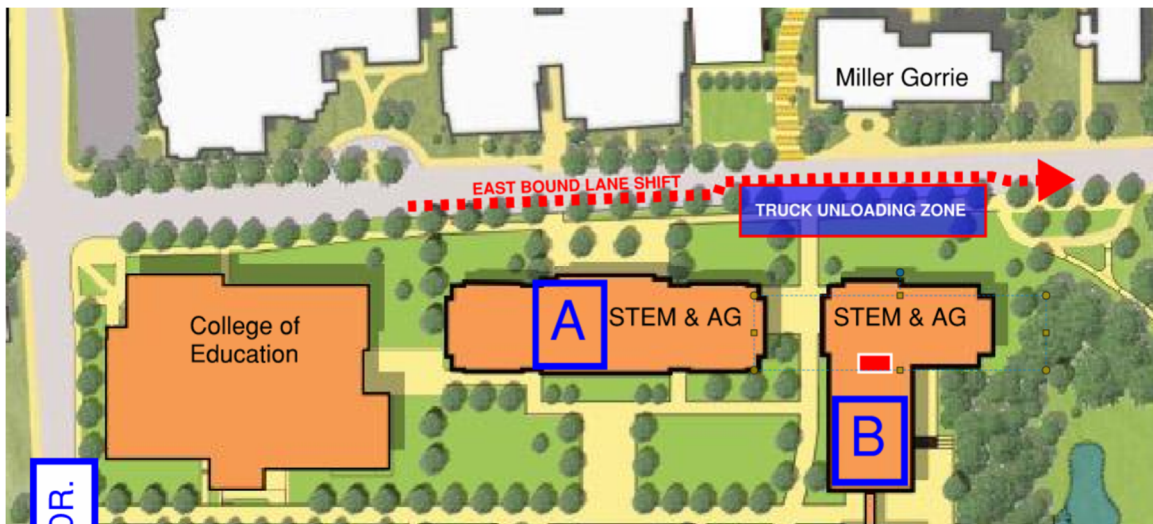


Figure 1 – Truck Unloading Zone & Temporary Lane Shift Area

Anticipated Delivery Schedule

Date	Day	Delivery Window	
		Start	End
2/23/2026	Monday	10:00	12:00
2/24/2026	Tuesday	8:00	10:00
3/16/2026	Monday	10:00	12:00
3/23/2026	Monday	10:00	12:00
3/27/2026	Friday	10:00	12:00
3/30/2026	Monday	10:00	12:00
4/10/2026	Friday	10:00	12:00
4/15/2026	Wednesday	8:00	10:00
4/20/2026	Monday	9:00	4:00
4/21/2026	Tuesday	8:00	10:00
4/24/2026	Friday	10:00	12:00
4/29/2026	Wednesday	8:00	10:00

Primary Point of Contact

Whitney Brock
Design & Construction Project Manager IV
Facilities Management

Phone: 334-752-1301


Email: halelaw@auburn.edu

Signature: 
Joshua Conradson (Feb 18, 2026 10:34:32 CST)
Email: conrajr@auburn.edu

Signature: 
Email: wkp0003@auburn.edu

Signature: 
Arishna L. Slinger (Feb 18, 2026 11:24:31 CST)
Email: ann0002@auburn.edu

Signature: 
Chris Harris (Feb 18, 2026 11:53:52 CST)
Email: cmh0170@auburn.edu

Signature: 
Email: ceg0003@auburn.edu

Signature: 
Email: farrocb@auburn.edu

Signature:
Email: pmr0015@auburn.edu

Signature: 
Email: hilljul@auburn.edu