

Project WP#/Name: _____ SDR#: _____ Fund: _____ Subclass: _____ Activity: _____

Airport Facilities - Systems & Utility Shutdown Request

10 work days notice required for system shutdown + 72 hrs after final signature & distribution

10 work days notice required for DOMESTIC water shutdown + 96 hrs after final signature & distribution

SHUTDOWN DETAILS (CONTRACTOR TO COMPLETE)

Date of Request: _____	Date(s) of Shutdown: _____	Duration: _____
	Start Time: _____	End Time: _____
Outages Coordinator: _____	RE/PM: _____	
Phone No.: _____	Phone No.: _____	

Contacts During Shutdown:

Contractor: _____ Phone No.: _____

Inspector: _____ Phone No.: _____

Contractor performing the work: _____

What is being shut down? **(BE SPECIFIC; ie utility system, panel, conveyor ID's, etc)**

Reason for Shutdown: _____

Buildings and/or Area Affected: **(DRAWING(S) and PHOTO(S) OF AFFECTED AREA REQUIRED WITH FORM, OK to Attach)**

UTILITY EQUIPMENT LIST (CONTRACTOR TO INDICATE AFFECTED SYSTEMS; POS TO OBTAIN INITIALS FOR APPROVAL)

<input type="checkbox"/> Aircraft Fueling - FD/Swissport	<input type="checkbox"/> Elevators - Escalators	<input type="checkbox"/> IWTP lift stations - OE
<input type="checkbox"/> Ceiling tile removal - CARPENTERS	<input type="checkbox"/> Fire pumps – OE & FD	<input type="checkbox"/> Natural Gas system - OE
<input type="checkbox"/> Chilled water - OE	<input type="checkbox"/> Fire system – OE & FD	<input type="checkbox"/> Sanitary lift stations – OE
<input type="checkbox"/> Conveyors	<input type="checkbox"/> Hot water heating - OE	<input type="checkbox"/> Sanitary Waste/Grease Lines – OE
<input type="checkbox"/> Domestic water – OE & FCRW	<input type="checkbox"/> HVAC / PC Air / DDC – OE	<input type="checkbox"/> Security
<input type="checkbox"/> Electrical systems - ELEC	<input type="checkbox"/> ICT Department	<input type="checkbox"/> Storm lift stations - OE
<input type="checkbox"/> ET Electronics / Security	<input type="checkbox"/> Irrigation - FCRW	<input type="checkbox"/> STS systems

APPROVALS (POS TO COMPLETE)

Maintenance Craft: (must be 1st contact prior to manager's signature) : _____		Date: _____
1 Maintenance Manager: _____	Date: _____	Other: _____ Date: _____
2 Maintenance Manager: _____	Date: _____	Other: _____ Date: _____
F&I System Manager: _____	Date: _____	Security: _____ Date: _____
Fire Prevention: _____	Date: _____	Airport Operations: _____ Date: _____
Landside: _____	Date: _____	ICT Department: _____ Date: _____

TENANT NOTIFICATIONS (POS TO COMPLETE)

Business Group or Tenants requiring notification:	Notified:	By: (initials)	Tenant Representative Notified

FOR POS DEPARTMENT USE ONLY:

Comments: _____

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List of Appropriate Systems Contacts (Manager Contacts are in BOLD font)

IF ANY SHUTDOWN REQUIRES REMOVAL OF CEILING TILE THERE MUST BE A CONFIRMATION OF ACM STATUS THROUGH POS RMM PRIOR TO REMOVAL. IN ADDITION, METAL CEILING TILE REMOVALS AND REINSTALLATIONS MUST BE COORDINATED THROUGH THE POS CARPENTER SHOP AND SCHEDULED 7 DAYS IN ADVANCE - All phone numbers below are area code 206

F&I System Manager

Water – Mike Smith	787-4815	696-4623 cell
Water (Ext)Paul Shen	787-5870	617-9813 cell
Water (Int)Bob Romero	787-3290	947-4802 cell
Nat. Gas – Lynn Oliphant	787-7985	953-7462 cell
Elect. – Andy Botts	787-5984	390-8796 cell
Elect. – Hein Mac	787-4117	351-8735 cell

Fire Systems & Fire Pumps

Jeff Nelson (FD)	787-6774	427-5730 cell
Adam Griffin (FD)	787-4390	771-2917 cell
Dan Hytry (OE)	787-7231	718-5981 cell
Erik Knowles (OE)	787-4906	450-4117 cell
James Jackson (OE)	787-6322	390-7451 cell
Tracy Jonassen (OE)	787-6320	735-9840 cell
Eric Schaefer	787-4047	491-6298 cell

Chilled Water & Hot Water Heating / HVAC Systems (Building and PC Air) / Siemens DDC

Dan Hytry (OE)	787-7231	718-5981 cell
Erik Knowles (OE)	787-4906	450-4117 cell
Lynn Oliphant	787-7985	955-7462 cell
James Jackson (OE)	787-6322	390-7451 cell
Tracy Jonassen (OE)	787-6320	735-9840 cell

Domestic Water

Dan Hytry (OE)	787-7231	718-5981 cell
Erik Knowles (OE)	787-4906	450-4117 cell
James Jackson (OE)	787-6322	390-7451 cell
Tracy Jonassen (OE)	787-6320	735-9840 cell
Eric Schaefer	787-4047	491-6298 cell

Sanitary & Storm Lift Station

Dan Hytry (OE)	787-7231	718-5981 cell
Erik Knowles (OE)	787-4906	450-4117 cell
James Jackson (OE)	787-6322	390-7451 cell
Tracy Jonassen (OE)	787-6320	735-9840 cell
Paul Shen	787-5870	617-9813 cell

IWTP Lift Station

Dan Hytry (OE)	787-7231	718-5981 cell
Erik Knowles (OE)	787-4906	450-4117 cell
James Jackson (OE)	787-6322	390-7451 cell
Tracy Jonassen (OE)	787-6320	735-9840 cell
David Wells (OE)	787-5911	
Paul Shen	787-5870	617-9813 cell

Irrigation

Eric Schaefer	787-4047	491-6298 cell
Valerie Johnson	787-4802	300-1081 cell

Conveyors

Doug Sinclair	787-7839	512-7235 cell
Erik Knowles (OE)	787-4906	450-4117 cell
Howard Hartness	787-5932	434-0223 cell
Phil Allan	787-5895	718-8065 cell
Scott Uglum	787-4006	718-0278 cell
Ron Rice	787-6651	979-7940 cell

(CC Ron Rice before performing work)

Ceiling Removals

RMM Hotline	206 953-7419
Carpenter Shop	206 787-5909

Passenger Loading Bridges

Erik Knowles (OE)	787-4906	450-4117 cell
Valerie Johnson	787-4802	300-1081 cell
Bret Baird	787-7670	537-0116 cell
Phil Allan	787-5895	718-8065 cell
Ron Rice	787-6651	979-7940 cell

(CC Ron Rice before performing work)

Elevators/Escalators

Doug Sinclair	787-7839	512-7235 cell
Ron Rice	787-6651	979-7940 cell

(CC Ron Rice before performing work)

Erik Knowles (OE)	787-4906	450-4117 cell
Valerie Johnson	787-4802	300-1081 cell
Cory Winchell (Schindler)		425-213-6603

Electrical Systems

Darin Benofsky	787-7884	556-5623 cell
Allen Tygesen	787-7930	734-6371 cell
Teri Grosvenor	787-4909	450-0233 cell
Ryan Pazaruski	787-7590	595-7173 cell
Steve Lewis	787-5673	595-9639 cell
Kristel Manney	787-5878	305-6861 cell
Cal Nelson	787-5882	431-4075 fax

ET SYSTEMS

Teri Grosvenor	787-4909	450-0233 cell
Allen Tygesen	787-7930	734-6371 cell
Chris Evans–ACS/Video	787-4966	755-9403 cell
Frank Davis–TWVPS	787-4659	617-9860 cell
Jeff Burnes–FIMS/FIDS	787-7815	402-1848 cell
Abba Sanneh–CUSE/CUSS	787-6912	390-2707 cell
Steve Kjosness–PRCS	787-7856	735-9820 cell
Micah Egger–Conveyor	787-6906	218-3787 cell
Deb Davis–Radios	787-5193	947-7734 cell

STS SYSTEMS

Allen Tygesen	787-7930	734-6371 cell
Teri Grosvenor	787-4909	450-0233 cell
Darin Benofsky	787-7884	556-5623 cell
Ryan Pazaruski	787-7590	595-7173 cell
Jeff Puckett	787-4922	696-0834 cell

ICT Department

IT Service Desk	787-3333	728-3719 fax
Clarence Jaquez	787-6090	369-6796 cell
Matt Breed	787-7555	660-5233 cell

Z-IT-NetworkEngineering (email distribution list)
Z-IT-CompOps (email distribution list)

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OPS / Roadways / Parking

Nick Terrana	787-4903	714-5075 cell
Andy Ramsey	787-5187	437-6323 cell

Security

Jim Witzman	787-5018	351-1638 cell
Clinton Hughes	787-4907	465-2853 cell
Lauren Curtis	787-3356	495-3187 cell
Shelie Bumgarner	787-7360	291-6704 cell

Aircraft Fueling Systems & Water Supply

Lisa Kolwitz (FD)	787-7324	643-0581 cell
Adam Griffin (FD)	787-4390	771-2917 cell
Bob Romero	787-3290	947-4802 cell
Jamil Simpson (SP)	246-0407 desk	206-240-6221 cell
Jay Long (SP)	246-0407 desk	206-227-0337 cell

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