

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: _____

PLEASE RETURN A COPY OF THE COMPLETED SIGNATURE FORM TO ALL SIGNEES.

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 – Lynn Oliphant	787-7985	955-7462 cell
Nat. Gas – Lynn Oliphant	787-7985	953-7462 cell
Nat. Gas – Bob Romero	787-3290	947-4802 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
Erik 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
Erik 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

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

Conveyors

Ryan Pazaruski	787-7590	595-7173 cell
Erik Knowles (OE)	787-4906	450-4117 cell
Ron Rice	787-6651	979-7940 cell
(CC Ron Rice before performing work)		
Howard Hartness	787-5932	434-0223 cell
Phil Allan	787-5895	718-8065 cell
Scott Uglum	787-4006	718-0278 cell

Ceiling Removals

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

Passenger Loading Bridges

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
Brett Baird	787-7670	537-0116 cell
Phil Allan	787-5895	718-8065 cell

Elevators/Escalators

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
Gary Richer	787-4065	295-7993 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
Gary Richer	787-4065	295-7993 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
<u>Z-IT-NetworkEngineering</u> (email distribution list)		
<u>Z-IT-CompOps</u> (email distribution list)		

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
Lisa Rousseau	787-5519	310-6940 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