

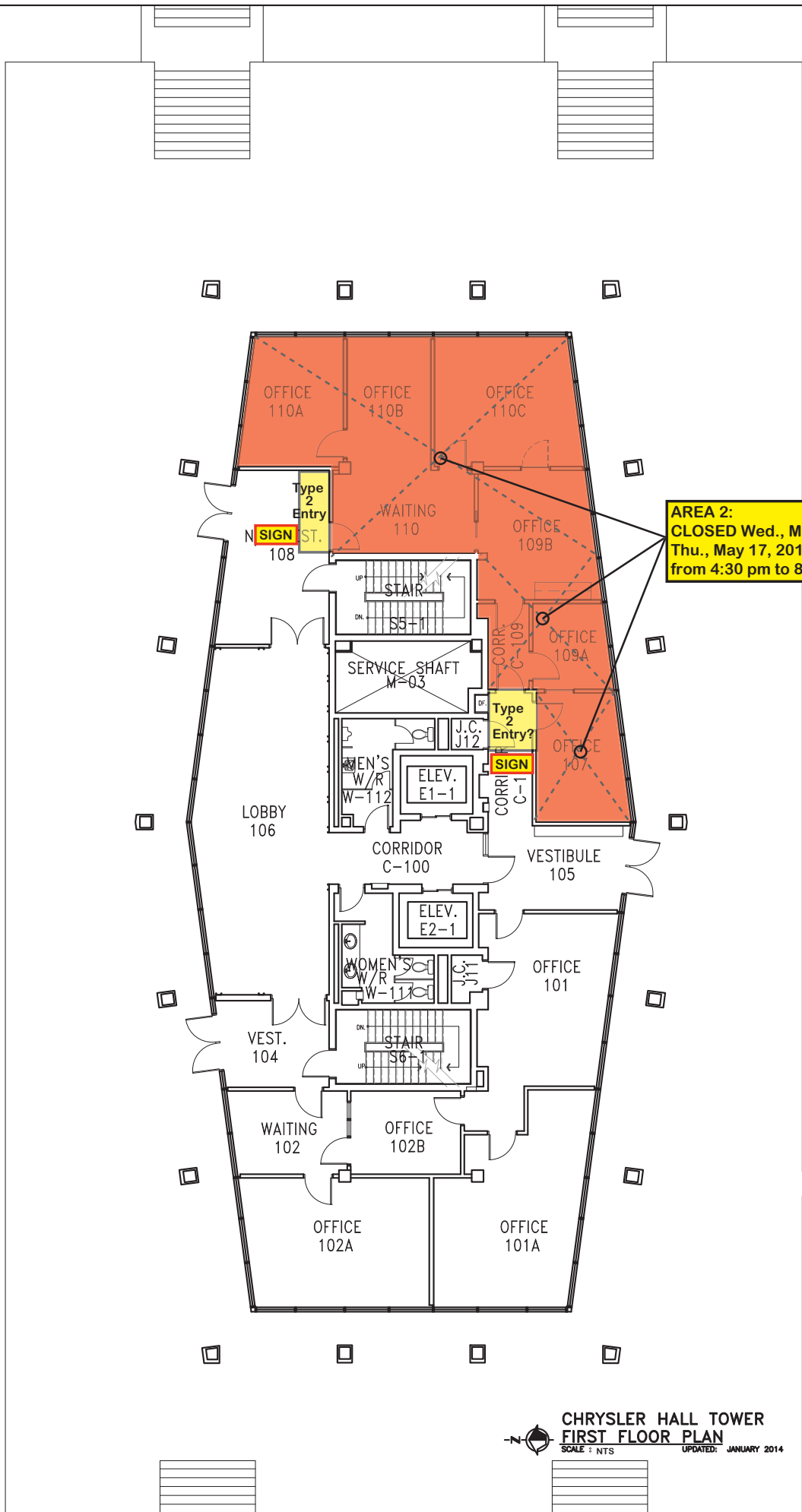
NOTICE OF SERVICE INTERRUPTION/WORK FORM

Date of Request (yyyy/mm/dd): _____		Requester: _____	
Start Date – End			
Start Date (yyyy/mm/dd) _____ Time (s) _____		Notes _____	
End Date (yyyy/mm/dd) _____ Time (s) _____		_____	
Building(s) Affected:	1: _____	2: _____	
	3: _____	4: _____	
Areas/Rooms Affected: _____			
Service to be interrupted:	1: _____	2: _____	
	3: _____	4: _____	
Description/Reason for Project:			
<div style="border: 1px solid black; width: 100%; height: 100%;"></div>			

Contractor: _____	Phone #: _____
Contractor/Project Managers: _____	Phone #: _____

Should you have any questions or concerns, please contact

Notes:





Facility Services

401 Sunset Avenue

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2018-May-10

Campus Lighting Retrofit & Redesign Project

Schedule for Type 2 Lighting Work Enclosures
Chrysler Hall Tower – First Floor

AREA 2: Rooms 107, 109A, 109B, 110, 110A-C, Corridor C-109 (reference enclosed floor plans)

DATE	Item	TIME	Description of Work	Action By	Done (✓)
Mon., 2018-May-14 To Fri., 2018-May-18	1.1	05/14 to 05/16 - 7am–4pm	Start installing Type 2 enclosures. Post signage at Key Entry points to Abatement Area	RC White	
	1.2	05/16 - 3pm	Call Michelle White for pre-inspection of Area #2 enclosures, etc.	RC White	
	1.3	05/16 - 3pm	Call UWindsor – Heating & Cooling – Control Room (x7027 or 519-973-7027) for HVAC air handlers to be turned off. UWindsor backup contact person: Rob Fontanini 519-890-5369	RC White	
	1.4	05/16 - 4:30pm	Shutdown air handlers. UWindsor to provide lock box to lock out units. Contractor to provide their own locks. Contractor Contact Person: Ted Byrne 519-791-7782	UW-H&C RC White	
	1.5	05/16 - 4:30pm	Michelle White to complete pre-inspection of Area #2 enclosures c/w report	M. White	
	1.6	05/16 - 5pm	Perform asbestos abatement and lighting retrofit work for the shift and ensure all light fixtures are closed to ceiling space above	RC White Poirier	
	1.7	05/17 – 5am	Michelle White to complete air sampling Area #2 from first nights work (NOTE: Go to item 1.14 IF work is completed in one night)	M. White	
	1.8	05/17 – 7:30am	Call UWindsor – Heating & Cooling – Control Room (x7027 or 519-973-7027) for HVAC air handlers to be turned back on. UWindsor backup contact person: Rob Fontanini 519-890-5369	RC White	
	1.9	05/17 – 7:30am	Contractor to remove their locks from lockout box	RC White Poirier	
	1.10	05/17 – 8:00am	UWindsor Heating & Cooling to remove their locks and turn HVAC air handling units back on	UW-H&C	
	1.11	05/17 - 3pm	Call UWindsor – Heating & Cooling – Control Room (x7027 or 519-973-7027) for HVAC air handlers to be turned off. UofW backup contact person: Rob Fontanini 519-890-5369	RC White	
	1.12	05/17 - 4:30pm	Shutdown HVAC air handlers. UWindsor to provide lock box to lock out units. Contractor to provide their own locks. Contractor Contact Person: Ted Byrne 519-791-7782	UW-H&C RC White	
	1.13	05/17 - 5pm	Perform asbestos abatement and lighting retrofit work for the shift and ensure all light fixtures are closed to ceiling space above	RC White Poirier	
	1.14	05/18 – 5am	Michelle White to complete final air sampling, etc., Area #2 from second nights work	RC White	
	1.15	05/18 – 6:30am	Michelle White to complete post-inspection of enclosures and work area to ensure all is clean and free of asbestos debris, etc., and provide verbal & written approval to dismantle the enclosures c/w written report	M. White	
	1.16	05/18 – 7:00am	Take Type 2 enclosures down, clean up all debris from site, secure rooms and building and leave	RC White Poirier	
	1.17	05/18 – 7:30am	Call UWindsor – Heating & Cooling – Control Room (x7027 or 519-973-7027) for HVAC air handlers to be turned back on. UWindsor backup contact person: Rob Fontanini 519-890-5369	RC White	
	1.18	05/18 – 7:30am	Contractor to remove their locks from lockout box	RC White Poirier	
	1.19	05/18 – 8:00am	UWindsor Heating & Cooling to remove their locks and turn HVAC air handling units back on	UW-H&C	