



**Notice of Service Interruption/Area Closure**  
**Western University**  
**Facilities Management**  
**Client Services 519-661-3304 (fmhelp@uwo.ca)**

Submit by E-mail  
 Print Form

Date of Interruption/Closure:  Time(s):

Building(s) Affected: #1  #2   
 #3  #4

Areas/Rooms Affected Alternate Route/Service:  
 Normal power to entire building will be unavailable for the duration of the incoming hydro service upgrade.  
 Emergency power will be available

Service to be interrupted: #1  #2   
 #3  #4

Description/Reason for Project:  
 Upgrade to the normal hydro service. See attached order of operations

Requester:  Date of Request:

Supervising Tradesperson:  Unit:

Trade Supervisor:  Unit:  Date:

Contractor:  Phone #

Coordinator/Project Manager:  Phone #  Date:

Reviewed by Trade Supervisor(s)/Shop(s) Affected:

Name: <b>Electrical Shop</b>	Date:	Name: <b>Fire Safety</b>	Date:
Signature/Stamp: <b>REVIEWED</b> <small>By Heather Zavitz (hzavitz@uwo.ca) at 8:42 am, Jun 19, 2015</small>		Signature/Stamp: <b>REVIEWED</b> <small>By Frank (ffaroni@uwo.ca) at 5:25 pm, Jun 19, 2015</small>	
Name: <b>Electrical Mechanical Shop</b>	Date:	Principal Occupants:	
Signature/Stamp: <b>APPROVED</b>		Name:	Ext. Date:
Name: <b>WES</b>	Date:	Name:	Ext. Date:
Signature/Stamp: <b>REVIEWED</b> <small>By Wayne Drummond (ppdwad@uwo.ca) at 8:38 am, Jun 22, 2015</small>		Name:	Ext. Date:
Name:	Date:	Approval to Proceed: <input type="text"/> Date: <input type="text"/>	
Signature/Stamp:		<b>APPROVED</b> <small>By Dan Trudgeon (fminterr@uwo.ca) at 3:18 pm, Jun 23, 2015</small>	

Notes:

## Fred Janzen

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**From:** Paul W [paulw@tonda.on.ca]  
**Sent:** Tuesday, June 16, 2015 11:45 AM  
**To:** Fred Janzen <fjanzen2@uwo.ca>; Cameron Tetford; Dean F  
**Subject:** Fwd: WU amp June 30th shutdown

Sent from my iPhone

Begin forwarded message:

**From:** Michelle Cook <[info@arconelectric.ca](mailto:info@arconelectric.ca)>  
**Date:** June 16, 2015 at 11:18:03 AM EDT  
**To:** Paul W <[paulw@tonda.on.ca](mailto:paulw@tonda.on.ca)>  
**Cc:** Josh Grant <[JGrant@arconelectric.ca](mailto:JGrant@arconelectric.ca)>, Ryan Vanderheyden <[Ryan@arconelectric.ca](mailto:Ryan@arconelectric.ca)>  
**Subject:** WU amp June 30th shutdown

Paul,  
Please see the below June 30<sup>th</sup> shutdown scope of work.

Regards,  
Michelle Cook  
Arcon Electric Ltd.  
[info@arconelectric.ca](mailto:info@arconelectric.ca)

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### **Tuesday June 30<sup>th</sup>, as early as possible:**

Shut down main switch board

- hydro isolates service conductors at transformer
- Arcon remove wire off main switch pull back to man hole and refeed into new switchboard
- tie in main Switchboard
- hydro metering to open meter cabinet
- Arcon to refeed meter cabinet out of new switchboard.
- tie in 3" emt into existing switch and pull wire from secondary of 300kva transformer
- tie in existing switch
- tie in 3/4" feeder into 600v panel P1F
- pull wire and tie in P1F

Emergency panel PLS1A and Node room panel PE1B will run on generator power for the duration of the change over. Estimated change over time 10h.

Note: There will be no normal power to the building for the duration of the change over. Approx. 10h.

Following the changeover:

- Power will be back on to existing switchboard SW-1 via 300kva transformer.
- Panel P1F will also be energized via new switchboard SW-2.

Josh Grant  
Arcon Electric Ltd.  
519-868-6870

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