



San Antonio Independent School District

Construction & Development • (210) 554-2420 • www.saisd.net/construction

NOTICE OF UTILITIES OUTAGE

This form must be completed and signed by the assigned SAISD PM, Coordinator and/or Inspector. Email fully executed form to constructionservice@saisd.net for approval no later than noon on three (3) days advance notice for OUTAGE. Late requests will not be approved.

DATE: _____

TO: _____ FAX: _____
Principal Signature – Signature Needed Before Submitting

SCHOOL / CONSTRUCTION PROJECT: _____

The following contractor has been given authorization by the SAISD Construction & Development Services Department to perform utilities outage for your school on the days and times indicated below. If required, please make arrangements to open and close the requested areas/locations during the times indicated to perform the necessary work.

We will attempt to minimize disruptions to your campus activities. Should you have questions or if you observe any questionable operations, please contact our office immediately at (210) 554-2420. On weekends and after-hours, contact the SAISD Police Department at (210) 354-9000.

Signature of Contractor Superintendent

Signature of SAISD Construction & Development Services Administrator

Signature of SAISD Project Manager

Please print.

Name of General Contractor:			Name of Contact Person:		
Address:			Office Phone:	Fax Number:	
Scope: (i.e. area/building(s)/room number(s) affected)					
Will custodial staff be required? <input type="checkbox"/> Yes <input type="checkbox"/> No					
DAY OF THE WEEK	MONTH	DATE	START TIME	END TIME	REMARKS
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					
SATURDAY					
SUNDAY					
The following information is required for emergency purposes during evenings and weekends. Name of Contractor's Contact Person to be onsite during outage _____ Emergency Phone # _____ Job Site Trailer Phone # _____				For SAISD Office Use Only. email/eFax to: Child Nutrition Services 2102283156@faxmaker.com Construction & Development Services* 2102283105@faxmaker.com Custodial & Grounds 2102284609@faxmaker.com Facilities Services (Maintenance) 2102283108@faxmaker.com Information Technology 2102283100@faxmaker.com Police Dispatch 2102284612@faxmaker.com	

*Forward to Property Management