


**UNIVERSITY OF TOLEDO
FACILITIES AND CONSTRUCTION**

Section:	Administrative	Procedure Number:	ADM-10
Subject:	Securing Emergency Service Contractors	Effective Date:	January, 1980
		Revised Date:	December 2019
Facilities Officer:		Reviewed Date:	December 2019

Standard Operating Procedure

Efforts will be made to contact specific individuals or contractors on a priority basis in the event of an emergency.

Purpose

To ensure that any emergency services required are performed by individuals and/or contractors, who are most familiar with University of Toledo equipment and facilities.

Procedure

- In the event of an emergency, efforts will be made to contact the following contractors to request service:

Area of Disaster	Contractor	Individual to Contact	Telephone No.
Electrical Transformer Station	Toledo Edison Company	Matt Schindel	Cell 419-340-4706
Emergency Generators	Ohio Cat	Ken Nichols	888-339-4658 Emergency
Emergency Generators	Cummins-Bridgeway	Service	440-439-6800
Building Electrical	Laibe Electric	Mike Deaton	419-346-1690
Primary Switch Gear	General Electric	Emergency Service	614-438-2155
Water or Sewers	Dunbar	Mark Pappas	419-346-7575
High Pressure Steam Line	Dimech Services, Inc.	Jim Sheehan	419-727-0111 419-836-9254
Fire Alarm System	APC	Bill Cook	419-377-2530
Sprinkler and Halon Systems	Accel Fire Systems	Brent Overmyer	419-343-7617 cell 419-843-7756 office

Area of Disaster	Contractor	Individual to Contact	Telephone No.
HVAC Controls	IFACTS Computrols – Greg Wages		740-815-0972
Air Handler/ Chiller Units	Carrier Corp.		419-866-6665 419-866-8112 (24 hour) (734)591-7600
Elevators	Schindler Elevator		419-861-5903
Medical Gas (Vacuum)	Best Aire		800-468-7484 (24 hour)
West Call Nurse Call System	KST Healthcare	Rich Respondek	248-952-8934 24 hr customer service line 248-321-7873 cell
Rauland Nurse Call System	Torrence Sound		419-661-0678
Hospital P.A. System	Torrence Sound		419-666-0676
Transitube System	Swisslog		800-396-9666
Hospital, Rehabilitation Unit, Emergency Dept., Radiation Therapy and Health Center power assisted entrance doors	Toledo Mirror & Glass	Joe Poore	419-241-3151 ext. 102
Emergency Generators (fuel)	Brahier Oil	Jim/Dick	419-531-2218
Emergency Generators (fuel)	Empire Petroleum		419-534-6025

2. The above mentioned contractors have experience at providing a specific service to the University of Toledo and/or have existing pre-purchase agreements to provide a particular service or product.
3. If a particular contractor listed above cannot be reached for service at a particular time, the management staff within the department shall evaluate alternate sources, with preference given to those contractors or individuals who have previously performed satisfactory work for the University of Toledo.