



The Shutdown Control Center (SCC) is an organization within the Los Angeles World Airports (LAWA) Facilities Management Group (FMG). The SCC manages all aspects of utility and area shutdowns, as well as contractor access request and key request at LAX. The SCC was instituted to centralize the numerous amounts of utility and area shutdowns due to the planned construction and maintenance projects taking place throughout LAX.

The contractor is responsible for submitting a **Utility Shutdown Request (USR)** or **Area Shutdown Request (ASR)** to the LAWA Project Manager. The contractor is responsible for reviewing, scheduling and coordinating all aspects of the shutdown, including, any contingencies that might be required, with the LAWA Project Manager. The contractor should be aware of LAWA blackout days during holiday construction restriction periods. Once submitted to the SCC, the USR or ASR is reviewed, processed and must be approved before proceeding. The SCC notifies the contractor, stakeholders and other impacted parties of all shutdowns.

- **Utility Shutdown Request**

The utility shutdowns cover the following systems: electrical, water, natural gas, fuel, fire alarm, security/ACAMS, sewer, communications, HVAC and fire sprinklers.

- **Area Shutdown Request**

The area shutdowns include all Landside, Airside, and Terminal areas which require any traffic closure, restriction to public access, elevator/escalator, restroom closures, and gate/taxiway closures.

The SCC also provides access for contractors to any room or roof access if needed. Key request for contractors and subcontractors can be processed with the SCC as well. The contractor will need to submit a **Contractor Access Request (CAR)** together with a letter from their company.

- **Contractor Access Request**

The contractor access request cover all IT rooms, electrical rooms, mechanical rooms, and roof access.

- **Key Request**

The key request can be issued for all areas at the CTA as long as it's restricted to the requester.

**For information and forms contact:  
Shutdown Control Center (SCC)**

**424-646-5977**

**[SCC@LAWA.org](mailto:SCC@LAWA.org)**

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**M1 Building**

**Los Angeles, CA 90045**

**Hours of Operations 6:00 am – 3:30 pm**