

# Electrical Shop

The Electrical Shop manages electrical repairs, maintenance, and installations for all campuses. Responsibilities include maintaining electrical distribution, replacing light bulbs and ballasts, supporting emergency generators, and troubleshooting power outages.

## Services

The Electrical Shop provides the following services:

- ◆ Identify, repair, maintain, and install electrical distribution systems and equipment, including motors, transformers, wiring switches, and alarm systems.
- ◆ Replace and install light bulbs and ballasts in campus-owned equipment.
- ◆ Troubleshoot and test electrical systems for safety and efficiency.
- ◆ Resolve power outages and perform cable pulling for power and signal networking.
- ◆ Assist with tenant improvements and new construction projects.
- ◆ Maintain and service:
  - ◆ Manholes
  - ◆ Transformers (4160 VAC/480)
  - ◆ Variable frequency drives (VFDs)
  - ◆ Inverters and UPS systems
  - ◆ Substation generators
  - ◆ Street lighting

## Electrical Substation

The Electrical Substation team is a separate and specialized group within facilities, dedicated to managing and maintaining the electrical infrastructure of The Claremont Colleges (TCC). The scope of services includes electrical repair and maintenance of all power supplied to all member campuses and where appropriate, includes construction. The unit is also responsible for servicing the emergency generators that provide backup power to the campus in various buildings, as well as maintaining the campus electrical distribution system, provided from the electrical substation through either underground conduit or overhead cabling.

## Contact Information

**Electrical Substation Foreman**  
Phone: (909) 607-7354

**Central Facilities Services**  
Administrative Campus Center  
101 South Mills Avenue  
Claremont, CA 91711

## Have an Emergency?

For emergencies involving life, safety and/or property damage or after-hours and weekend requests, contact the Campus Safety at (909) 607-2000 or Ext. 72000 from a campus phone or email [dispatch@claremont.edu](mailto:dispatch@claremont.edu).

## Submit A Work Request

To submit a work request, please log in to Azzier. If you need an Azzier account, please email [cfs@services.claremont.edu](mailto:cfs@services.claremont.edu).