

# FACILITIES SERVICES WEEKLY

April 6, 2015

ADMINISTRATION • FACILITIES OPERATIONS • ZONE MAINTENANCE • ADMIN. & SUPPORT  
COMM. & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION

*Congratulations to Rick Gometz - The Facilities Services March Employee of the Month!*

[Nominate another hard-working member of our team at fs.utk.edu](http://fs.utk.edu)

## FACILITIES OPERATIONS

### Building Finishes:

#### Sign Shop:

- Working on signs for Perkins Hall.
- Working on signs for College of Engineering.
- Making new building sign for East Tennessee Ag Research.
- Replacing stop sign at Sorority Village.

#### Paint Shop:

- Painting all common areas at Alumni Gym.
- Painted two offices at Facilities Services.

#### Building Finishes:

- Repaired sheetrock wall at College of Nursing.
- Repaired trip hazard to sidewalk at Jessie Harris.
- Repaired door at Hoskins Library.
- Installed sign for new Facilities at 2200 Sutherland Ave.
- Working on ramp for University Center move.
- Working on trip hazard for ADA sidewalk project.
- Installed pictures at Facilities Services.
- Repaired door at Perkins Hall.
- Installed access door at Plant Biotech.
- Repaired brick pavers at Andy Holt Tower.

### Building Services:

- Great effort by all in getting the buildings ready for accreditation inspection.
- Congratulations to Daniel Giles and Terry Eubanks on being promoted to Quality Control Inspectors. They will be inspecting work in all the Buildings which we service.
- New University logo mats are due to arrive soon... Keep an eye open to building entrance upgrades!
- We have begun monthly servicing of the JIAMS building... Hello Cherokee campus!
- UT Recycling is relocating offices to the Fleming Warehouse.

### Landscape Services:

- Hiring seasonal staff.
- Bed edging and mulching continued.
- Clean-up behind Dougherty for grand opening of new lab.
- Start-up irrigation systems and make repairs as needed.
- Begin landscape renovation at Morgan Hall.
- Repair potholes from winter damage.
- Clean up and organize landscape yard and warehouse storage.
- Mowing crew training.
- Continued development of Landscape Academy.
- Welcome to our new staff:
  - Jeff Rentsch
  - Brad Thompson
  - Forrest Easterly

### Lock and Key Services:

- Phi Gamma Delta – install combo lock and estimate installing three more with exit devices.
- Dougherty Engineering – 6th floor renovation – key locks and set combinations.
- Tyson House – install new stay lock lever.
- Construction – set up padlocks.
- New Student Union – loading cores and filling key requests.

### Rapid Response Team (RRT):

- Spring Cleanup.
- Moves at University Center, Nursing, Student Services, and Early Learning Center.
- Hanging banners.
- Events at Stadium, Claxton, Humanities, Student Health, and Ayers Hall.
- All other work orders that come in.

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## ZONE MAINTENANCE

### Star Team:

- Tickle.
- SERF531.
- Controls at SERF.
- Dabney.
- TVA rebates.

### Zone Maintenance Zones:

#### Zone 5:

- Old toilet paper dispensers removed and replaced with new in every bathroom of SMC.
- Repaired cooling problem on 3rd floor of College of Nursing.
- Double check of Haslam Business Building waiting for arrival of SACS.
- General maintenance.

#### Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Walters filter replacement.
- Hesler Cooling Tower.
- Alumni Memorial auditorium and stage lighting.
- Alumni Memorial Repair Humidifier.

#### Zone 8:

- Our team will be concentrating on lighting and general cleaning this week.
- With spring in the air we know that Air Conditioning will be in high demand soon. We continue to work on filters and condensing units.
- We will be looking into some lighting issues in the greenhouses this week.
- Our team continues to learn the Archibus system. We are working daily to improve our skillset with the program.

#### Zone 9:

- Changing filters throughout zone.
- Working on roof fan on Music.
- Changed outside lights.
- Reordered much-needed parts.
- General building maintenance.

#### Zone 11:

- Continuing to prepare Neyland Stadium for the Orange and White game by repairing busted water pipes, tracing shorts in lighting and doing general maintenance activities.
- Spring football practice and our normal preventive maintenance routines continue at Brenda Lawson, Anderson Training building and all other zone buildings.
- We are preparing for an outside tennis match this weekend and the next series of home games at Baseball.

## COMMUNICATIONS

### Information Services:

- Recycling at Fleming Warehouse.
- Work with payroll on TeleTime IP system.
- Setup new laptops.
- Investigate network ports at Student Union.
- Help with computer/office moves and setup.
- Setup new laptops.

### Training:

- Our first Facilities Fundamentals workshop was success and we are working on more. The Office of Sustainability will be featured in the next workshop.
- Many employees missed their date to get their new Facilities Services ID. There is a make-up day on Wednesday April 8<sup>th</sup>.
- April OSHA required training list went out last week. If your birthday is in April you have until the 30<sup>th</sup> to get your training completed.
- Employees are encouraged to keep your net id and password active because you will need them to use Archibus, for OSHA training and to check your emails and pay statements.
- Working on several training programs for Zone Maintenance.
- Continue to coordinate TNAPPA conference attendance
- Our student employee completed a basic computer training tutorial which will be available soon.

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## Communications:

- Congratulations to Rick Gometz who was named the March Facilities Services Employee of the Month! You can always nominate a member of our team for employee of the month at fs.utk.edu. Hard copies of nomination forms are also available in Facilities room 203.
- Thank you to everyone who took the time to share their opinions by participating in the 2015 Employee Satisfaction Survey. Once the results are compiled we will share this information with the department.
- The Facilitator was distributed last week. The bi-monthly newsletter can also be found on the Facilities Web site [here](#).
- Planning continues for our next two Facilities Fundamentals workshops. Next up is *Everyday Sustainability for Home & Work* presented by Preston Jacobson. It will be held Tuesday, April 21. Click [here](#) for more information and to RSVP.
- We are creating a video series of our March workshop – Helpful Tips for the DIY Gardener. These videos will be posted to our social media accounts by the beginning of next week.
- We are working on various press releases for the department.
- We are coordinating with outside publications to showcase UT projects.
- Our six Educational Interiors Portfolios are due by Monday, April 13. Keep an eye out for the publications in August!
- We continue to work on updating content on our department's Web site. IT Support & Maintenance is working on the development and launch of our new pages/site.
- We scheduled and organized six appreciation receptions within our department – five took place last week and the sixth will take place tomorrow.
- We're working on various reports for our department's use.

## UTILITIES

### Electrical Services:

- UTFS security system upgrade—campus.
- UTFS fire alarm system— FA system minor repairs/testing various buildings on campus.

- New construction— fire alarm/building security support.
- UTFS metering/wireless.
- UTFS HV maintenance on HV standby circuit (2).
- UTFS HV installation of new Vista— parking garage .
- UTFS HV Support Steam Plant – High Voltage Equipment.
- UTFS ES Support Steam Plant – Isolation Xmr.
- UTFS ES Neyland Stadium DAS support.
- UTFS Fire Alarm/Building Access JIAMS- Cherokee Farm.
- UTFS Support Steam Plant- Gas Line.
- UTFS Contract support – New Gibbs.
- UTFS Contract support – New Parking Garage.
- UTFS Contract Support – New Strong Hall.

### Steam Plant:

- We produced 14,405,231 pounds of steam.
- Solar along with Steam Plant personnel are in the process of upgrading Solar turbine controls.
- Part of the floor has been replaced in preparation of resetting the turbine driven feed water pump.

## DESIGN SERVICES

### Project Management:

#### Master Planning:

- Utilities Master Plan.
- Hill Master Plan.

#### Programming:

- Engineering Services Building.
- West Campus Dining Facility.

#### Schematic Design:

- Austin Peay handicap ramp.
- Baseball Stadium pressbox.

#### Design Development:

- West Campus Redevelopment, Building 1.

#### Construction Documents:

- University Ave. buildings' tenant fit-outs.
- 13th & Cumberland lab building.
- Cowan Cottage renovation.
- Humanities south wing renovation.

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## Construction Administration:

- Henson Hall interior renovation.
- New Strong Hall.
- New University Center (Phase 1).
- Support Services Building on Sutherland Ave.
- New residence hall and parking garage planned for the former Gibbs Hall and Stokely Athletic Center sites, respectively.
- Volleyball Practice Facility.
- JIAMS Building.
- SERF controls.

## Landscape Response Team:

- Ayres Hall North Slope / West Connector project.
- Engineering Quad and Second Creek Bidding.
- Supervising the new Strong Hall's site development and tree protection.
- Updating the Campus Landscape Vision and Site Standards.
- Wayfinding Master Plan: writing signage contractor RFP.
- TREC landscape installation.
- Torchbearer Plaza and Circle Park: bidding.
- Researching and proposing a standard for bus shelters.
- Rain gardens: Continuing coordination with research faculty.
- Sorority Village steep slope: designing with contract consultants.
- Campus Master Plan: update.
- Designing a display at the University Center to promote the Stormwater Program.

## **CONSTRUCTION SERVICES**

### Construction:

#### In-house projects:

- Dunford Hall first floor and bathroom ADA renovation.
- Dougherty 103 C&D renovation.
- Dougherty 228 and 229 lab renovation.

### Construction Management:

#### Bid projects:

- Plant Biotech Eyebrow re-cladding.

- Dougherty Engineering- Unit Ops on 1st floor.
- Dougherty Engineering- Unit Ops on entire 6th floor.
- Dougherty Engineering- Lab renovation on 3rd floor.

#### Estimates:

- Neilsen Physics-renovations to sixth floor for graduate teaching assistants.
- Hodges Library-renovations to former map area on ground floor.
- Art and Architecture-new doors for room 229.
- COAD FAB LAB- exhaust fan and ducting for laser cutter.
- Hodges Library- three more tables for outside roof area.
- ETREC Johnson Animal Research-cooling tower repair/replacement.
- Dabney-Buehler-repairs to second floor concrete floor.

## **Facilities Services Vacancies**

**Landscaping Aide I** Seasonal Temporary Work  
- Requisition ID - 15000000B5

**Assistant Building Services Foreman** (three positions) - Requisition ID—15000000AI

**Air Conditioning Specialist I** - Requisition ID—150000009I

**Heavy Equipment Operator** - Requisition ID—150000005N

**Exterminator II** - Requisition ID - 140000019Q

**Custodian I (Bldg. Serv. Aide I)** - Requisition ID - 140000011W

**Painter I (Three Positions)** - Requisition ID - 14000000YW

**Line Installer I** - Requisition ID - 14000000XI