

# FACILITIES SERVICES WEEKLY

April 13, 2015

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

## FACILITIES OPERATIONS

### Building Finishes:

#### Sign Shop:

- Working on room numbers and signs for Dougherty Engineering.
- Applied decals on glass for Daily Beacon.
- Applied decals on UT Recycling dumpster.

#### Paint Shop:

- Repaired and painted walls at Bursar's Office.
- Working on walls in various locations at Morgan Hall.
- Painting common areas at Alumni Memorial.

#### Building Finishes:

- Repaired door at Jessie Harris.
- Delivered bricks to be engraved Circle Park Project.
- Poured sidewalk in front of Art & Architecture Building.
- Repaired trip hazard on 13th Street at Jessie Harris.
- Installed hand rail pickets on steps at Caledonia Avenue.
- Repaired tables tops at Art & Architecture Building.
- Worked on ADA sidewalks on campus.

### Landscape Services:

- Hiring seasonal staff.
- Bed edging and mulching continued.
- Spruce up at Tickle Building for photo shoot with John Tickle.
- Start-up irrigation systems and make repairs as needed.
- Continue landscape renovation at Morgan Hall.
- Bid is on the street for TREC landscape and irrigation installation.
- Making preparations to move the solar bus stop from Perkins Hall to the Ag Campus.
- Making preparations to move the iron sculpture from Perkins Hall to the Tickle Building.
- Clean up and organize landscape yard and warehouse storage.
- Gravel service road and fill water tank at Dr. Bass research facility.
- Continued development of Landscape Academy.
- Schedule face-to-face interviews for Arborist position candidates.

### Lock and Key:

- Student Union – core setup.
- Phi Gamma Delta – installing combo locks and exit devices.
- Dougherty Engineering – 6th floor renovation – core setup & combination lock setup.
- Sorority Village – repair locks.
- Facilities Services – change locks – Training move.
- Greve Hall – old mailboxes from dormitory days- repair and find combinations for UC Post Office use.
- Dabney/Buehler – exit device repairs.

### Rapid Response Team:

- Spring Cleanup.
- Moves at UC, Nursing, Student Services, Greve Hall, Hodges Library, Music Center, and Alumni Memorial Building.
- Hanging Banners.
- Events at A&A, Greve Hall and all other orders that come in during the week.

## ZONE MAINTENANCE

### Star Team:

- Senter Hall.
- Tickle Building room 105.
- SERF room 603.
- Dougherty unit operations.
- TVA rebates.

### Zone Maintenance Zones:

#### Zone 4:

##### Hodges Library:

- Replaced broken hinges on ladies restroom stall door, sixth floor.
- Replaced broken toilet, ladies restroom on the fifth floor.
- Second floor (pod) worked on VAV box also installed clear UV filter tubes on all 4ft. fluorescent bulbs in special collections.
- Changed air filters in the penthouse.
- First floor ladies main restroom replaced broken toilet.

**ZONE 4 CONTINUED ON PAGE 2:**

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## ZONE 4 CONTINUED:

Baker Center and International House:

- Changed air filters.

Tyson House:

- Changed three light bulbs on second floor also cleaned machine room.

Melrose:

- Repaired broken hinges on restroom door also rebuilt flush valve.

Henson Hall:

- Building under renovation.

Greve hall:

- Replaced ceiling tiles on fourth floor.

## Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Walters filter replacement.
- Walters air handler motor replacement.
- Austin Peay filter replacement.

## Zone 8:

- We would like to welcome a new team member Steve Bradford.
- Our team will be busy working on training new team members over the next week.
- We continue to clean condensing units.
- Archibus is generating monthly and quarterly work request. We are working to incorporate this into our day.
- We continue to work on changing filters and belts to be proactive in our zone.

## Zone 9:

- We are still changing filters throughout zone, in Art & Architecture.
- Cleaning paint traps, working on roof drains at Temple Hall.
- Cleaning up recycled lights in zone.
- Installing boards in Haslam Music, and general building maintenance.

## **COMMUNICATIONS**

### Information Services:

- Helping move employees to new offices.

- Computer and office setup for newly hired employees.
- Prepare for Emergency Management Exercises.
- Emergency Management Training.
- Lync has been replaced with Skype for Business. You can find more information and how-to videos on the OIT Web site: <http://oit.utk.edu/skype>.

### Training:

- If you have not turned in your old ID or have not stopped by to make a new ID please do so as soon as possible.
- The Training Office completed a round of respirator fit tests last week. We are trying to get caught up for the year so stay tuned for more make-up dates.
- Just a reminder that you must complete your OSHA required training. If your birthday is in January, February, March or April and you have not completed you OSHA training please do so as soon as possible.
- We will be conducting Customer Service training for the One Call phone carriers.
- Working on Customer Service training for all Zone Maintenance staff.
- Continuing with plans for the next Facilities Fundamentals workshop.
- Job aide for Design Services completed.

### Communications:

- We have completed our digital submissions to the American School & University Educational Interiors magazine. We continue to work to put together the portfolios.
- Planning continues for the next two Facilities Fundamentals workshops. Next up is Everyday Sustainability for Home & Work presented by Preston Jacobsen. It will be held Tuesday, April 21. Click [here](#) for more information and to RSVP.
- We are compiling the employee survey results before sending them to administration for review.
- Congratulations to the most recent graduates of the Building Services CCP program!
- We are creating a video series of our March workshop – Helpful Tips for the DIY Gardener.
- Various press releases are going out for the department.

**COMMUNICATIONS CONTINUED ON PAGE 3:**

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## COMMUNICATIONS CONTINUED:

- Working on various department reports.
- 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.
- Department event planning is ongoing.
- Work continues on the Facilities Services Employee Handbook.
- We are now working on Facilities Services Showcase.
- We are working to update Facilities Services policies.
- Remember: You can always nominate someone for employee of the month! Online nomination forms can be found [here](#).

## **UTILITIES**

### Air Conditioning Services:

- Repairing damaged fan shaft in AHU #3 at Presidential Court.
- Completed start-up of new chiller at International House.
- Repair/Replace steam coil in AHU #4 at JARTU.
- Installed new mini-split system in room 349 at College of Nursing.
- Checked and repaired unit at Print & Publication building.
- Repaired rooftop A/C unit in Vol Shop on Cumberland Ave.
- Assisted Vet School with swapping chillers so they could clean cooling towers.

### Steam Plant:

- Steam Plant produced 13,023,382 pounds of steam last week.
- Solar, Massey Electric, along with Steam Plant personnel continue to work on turbine controls upgrade.
- # 2 boiler continues to be taken.

### Plumbing and Heating Services:

- Repair Condensate pump in Carrick Hall.
- Install new chilled water pump at International House.
- Inspection of steam lines.
- Check and pump manholes.

- Install bottle filler at Nursing.
- Repair dishwasher line at Early Learning Center.
- Repair Leslie at Hyper.
- Repair leak at Carrick Hall.
- Repair water leak at Perkins Hall.
- Unstop drain at Conference Center.
- Repair toilet at South Stadium.
- Check and unstop drain at Dougherty Engineering.
- Repair valve at Biotech.
- Testing Fire Hydrants on campus.

## **DESIGN**

### 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.
- 13<sup>th</sup> & Cumberland lab building.
- Cowan Cottage renovation.
- Humanities south wing renovation.

#### 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.

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## Landscape Response Team:

- Ayres Hall North Slope / West Connector project: landscape punch list.
- Engineering Quad and Second Creek: bid opening this week.
- Supervising the new Strong Hall's site development and tree protection.
- Updating the Campus Landscape Vision and Site Standards.
- Wayfinding Master Plan: RFP going out through purchasing.
- TREC landscape: bidding this week.
- Torchbearer Plaza and Circle Park: signing contract.
- Researching and proposing a standard for bus shelters.
- Sorority Village steep slope: bidding through purchasing.
- Campus Master Plan: update.

## **CONSTRUCTION SERVICES**

### Construction:

#### Current Projects (In-House):

- Dunford Hall 1st floor and bathroom ADA renovation.
- Dougherty 103 C&D renovation.
- 525 Gay street roller shades installation.
- Veterinary Teaching Hospital - Install sink and sheet rock repair.
- Morgan Hall suite 212 renovation.
- Morgan Hall 299C remove cabinets and paint.
- College of Nursing renovation 4 offices.
- South College 310 renovation finishing this week.
- Hodges Library exterior windows being cleaned.
- Delta Gamma gutter repair.
- Cherokee Farms replace gutters on two hay barns.

### Construction Management:

#### Current Projects (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.
- 11th Street Garage solar project.
- Henson Hall renovation.

- DAS at the stadium and arena.
- Brenda Lawson roof.
- Vet Hospital roof.
- McCord tile roof.
- Blount Hall roof.
- Law College roof.
- SERF roof.
- Communications middle roof.
- Johnson Animal Research roof.
- Neyland Biology Annex roof.
- SMC roof.
- Ayers Hall roof.
- Hoskins Library roof.
- Nielsen Physics roof.

#### Starting Soon:

- Food Safety roof.
- Austin Peay roof.
- Radiological Safety roof.
- Crops Genetics roof.
- Biosystems Engineering Soil Sciences roof.
- Dougherty Engineering Roof.
- Ferris Hall roof.
- Communications & Student Services upper/lower roof.
- Jessie Harris roof.
- 11th street UTPD roof.
- To date there has been 76 roofs completed with several more to complete.

#### Estimating:

- Nielsen Physics-renovations to sixth floor for graduate teaching assistants.
- Art and Architecture-new doors for room 229.
- COAD FAB LAB- exhaust fan and ducting for laser cutter.
- ETREC Johnson Animal Research-cooling tower repair/replacement.

