

FACILITIES SERVICES WEEKLY

August 26, 2014

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

ADMINISTRATION

Special Projects:

Archibus Update:

- REMINDER: the “sandbox” testing and practicing environment is temporarily unavailable. We will notify you as soon as it is available for use.

FACILITIES OPERATIONS

Building Finishes:

Sign Shop:

- Working on various name plates.
- Made and applied decals for recycling.

Paint Shop:

- Working on common areas at Jane & David Bailey.
- Painted entrances for ADA projects at Austin Peay.
- Painted repair at Howard Baker Jr. BLDG.
- Repaired wall rm. 105 at A&A.

Building Finishes:

- Installed sheetrock at Claxton Education.
- Installed white boards at Stokley Management.
- Repaired base boards at Alumni Memorial.
- Installed sign at Cherokee Farms.
- Repaired wall at Food Safety.
- Replaced cove base at A&A.
- Repaired ceiling at Thompson Boling Arena.
- Replace door & frame at Holt Apt.
- Hung pictures at Andy Holt Tower.
- Worked on ceiling at 1817 Melrose.

Recycling:

Recycling totals for the week of August 18—22:

- Bottles/cans: 9,220 pounds.
- Paper: 15,000 pounds.
- Cardboard: 25,500 pounds.
- Compost: 8,240 pounds.

Lock & Key Services:

- McLeod Hall & Temple Hall: install cabinet locks.
- Baker Center: repair internal rods, interior door.
- Dairy farm, Walland: change lock on dormitory.

Rapid Response Team:

- Hanging banners.
- Putting desks together at HPER.
- Moving offices in Communications.
- Moving furnishings out of Panhellenic.
- Moving offices at Jessie Harris.
- Moving piano at 907 Mountcastle.
- Moving playground equipment at Early Learning Center.
- Moving office furnishing to Greve Hall.
- Events at Dunford Hall.

ZONE MAINTENANCE

STAR Team:

- Controls at SERF.
- Installing a flume at auxiliary services.
- Dougherty room 323 B & C.
- Greves and Physics elevators.
- Buehler rooms 202 & 214
- SERF room 522.
- Berry Hall.

Zone Maintenance Zones:

Zone4:

- Hodges Library: changed broken and stained ceiling tiles.
- Greve Hall: replaced broken A/C units.
- Dunford Hall: replaced broken glass in windows.

Zone 5:

- Replacing and repairing all lights in the art gallery of Bailey.
- Cross-training Zone 5 employees.
- Attended laser level classes.
- Drained Bailey building to repair water leak in ceiling and refilled building to operation for next morning.
- Met with roofing contractors for Haslam roof area.
- Assisted in elevator entrapment in Haslam.
- Repaired handicap closure for entrance of college of nursing.
- Assisted students finding classes.
- Daily general maintenance.

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COMMUNICATIONS

Training:

- Building a basic instructor course to be used to build our detached instructor group for Facilities Services University.
- Please continue to use your Net ID and password to view paystubs and in preparation for Archibus.
- If you have not already, please complete your Conflict of Interest form and return them to Arlene once they have been completely filled out and signed.

Information Services:

- Setting up new workstations for Design and Building Services.
- Helping where needed on first home game preparations.

Communications:

- We participated in last week's Student Involvement Fair to promote Facilities Services resources.
- Work has begun on the annual FPI survey.
- The Landscape Services Video is complete.
- This week we will mail out surveys to outside departments on campus.
- We facilitated a media availability with WBIR last week.
- Reformatting of the Facilities Services Department Emergency Response Plan continues.
- Work on the Facilities Services Employee Handbook continues.
- Reformatting and editing departmental policies.
- Just a reminder - you can always nominate someone for employee of the month at fs.utk.edu!

Sustainability:

- Finished paper use inventory for the past week for Facilities Services: 9.5% of the 2,189,150 papers printed (history of printer life) were double sided, saving 230,436 pages of paper in total.
- As Facilities Services changes over to Archibus, this number is expected to drop, reducing printed paper by up to 30% by this time next year.
- For information on how to set up a double-sided print option for your printer, contact Preston Jacobsen at prestonj@utk.edu.

UTILITIES

Air Conditioning Services:

- Continue prepping stadium for first football game one (1) week away.
- Completed work on indoor air quality complaints at the Glazer building in Oak Ridge.
- Performed repairs on chiller at Jessie Harris building.
- Performed repairs to A/C units at the Kappa Psi house.
- Waiting on parts to replace the gear drive in the cooling tower at Rec Sports.
- Placed new roof top unit in service at Earth and Planetary Sciences.

Steam Plant:

- Produced 1,289,000 pounds of steam Monday and had 63,526 gallons of make-up water.
- Started receiving coal Monday to build up stockpiles.
- This will be the last heating season we burn coal!

Plumbing Services:

- Install storm drains at Pasqua Building parking lot.
- Fix storm line in Administration garage.
- Installing a new water line in Auxiliary Services.
- Installed water fountain/bottle filler in Animal Science.
- Install new steam line in Stadium.
- Rework 2 leslie water heaters in stadium.
- Replace Drains above bowling alley.
- Fixed water line leak in stadium.
- Replaced toilet in Equity and Diversity.
- Cover and assist with move in.
- Fabricate and install hand rail.
- Replaced back flow at water station at Andy Holt Tower.
- Fixed drain at Apartment Residents Hall.
- Repair storm drain at Thompson Boling Arena.

DESIGN SERVICES

Project Management:

Master Planning:

- Utilities master plan.
- Hill master plan.

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Programming:

- The new Engineering Services building.
- The West Campus redevelopment.

Schematic Design:

- University Ave. buildings.
- Austin Peak handicap ramp.
- Baseball stadium press box.

Design Development:

- The new classroom/laboratory building planned for the Strong Hall site.

Construction Documents:

- The new residence hall and parking garage planned for the former Gibbs Hall and Stokely Athletic Center sites.
- The new Facilities Services Sutherland building (ER4).
- 13th and Cumberland lab building.

Construction Administration:

- The Henson Hall interior renovation.
- The new classroom/laboratory building planned for the Strong hall site.
- The bookstore and Aramark location at 17th and Cumberland.
- The new University Center (Phase 1).
- The new Facilities Services Sutherland building (ER1).
- The Fred Brown residence hall.
- The new TV studio in the Anderson Training Center.
- The new residence hall and parking garage planned for the former Gibbs Hall and Stokely Athletic Center sites.
- Volleyball Practice Facility.
- JIAMS Building.

Landscape Response Team:

- Supervising the Ayres Hall North Slope / West Connector project, coordinating irrigation, planting, and wall construction.
- Presented East Edge Campus Improvement Project (Second Creek) Schematic Design to user group.
- Supervising the design of additional improvements to the Lake Loudoun Blvd. corridor, to include a green space and traffic signalization. Coordinating traffic signal swap.
- Supervising the new Strong Hall's site development and tree protection.
- Updating the Campus Landscape Vision and Site Standards.
- Managing the Wayfinding Master Plan.

- Preparing bid documents for TREC landscape installation. Working with in-house Grounds crew to install landscape improvements at Thornton Athletic Center.

Codes Enforcement:

- Campus building fire protection systems testing.
- Various inspections and code consults.



Students • Faculty • Staff

Where can I find

OIT Staffed Labs?

For individuals and groups

- The Commons, in Hodges Library
- Art & Architecture, Room 345
- Humanities, Room 201/202
- Presidential Court, Room 113A
- **New!** J.D. Tickle, Room 403

We're here to help!

Where can I find other

OIT Supported Computer Areas?

When you need a quiet space

Libraries

- Ag Campus, Pendergrass Library
- Hodges Reference, Room 135
- Grad Lab Hodges, Room 642
- Haslam Music Library

Other Areas

- Career Services, 101 Dunford Hall
- Black Cultural Center, Room 203
- I-House, Room 208

For more information

<http://oit.utk.edu/labs>

 Office of Information Technology