

FACILITIES SERVICES WEEKLY

December 1, 2014

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



The Tennessee Terrace at Neyland Stadium

ADMINISTRATION

Special Projects:

- **Archibus:** Progress is being made on our new software system, Archibus. Our vendor has been working diligently and we are seeing the progress on our test environment.
- Shops have PM Tasks in development and equipment entry is continuing for the implementation of Archibus. Please make sure these items are high on your priority list and are progressing toward completion for the entry and upload into Archibus.

FACILITIES OPERATIONS

Building Finishes:

Sign Shop:

- Working on signage for HPER.
- Working on signage for James Haslam Business.
- Made signs for Stokley Management.
- Working on various name plates.

Paint Shop:

- Painting common areas at Jessie Harris.
- Painted room 110 at Blount Hall.
- Worked on plaster repair at Ferris Hall room 509.

Building Finishes:

- Poured concrete at Vet Teaching School.
- Repaired door at Walters Life Science.
- Replaced missing bricks on walkway at Tyson House.
- Worked on tuck pointing at Dabney Buehler.
- Repaired sidewalk at entrance of Claxton Education.
- Installed crosswalk posts at several location on campus.

Building Services:

Arena:

- Wednesday, December 3rd: Lady Vols Basketball game vs. Saint Francis at 7 p.m.
- Saturday, December 6th: Vols Basketball game vs. Kansas State at 3:15 p.m.

Custodial:

- Joe VanCleave has been promoted to Certified Building Services Foreman, Agricultural Campus, second shift! Congratulations Joe!

Recycling:

- UT Recycling has completed its most successful football season to date in regard to landfill diversion. With nearly 50 percent of all game day waste diverted from the landfill, we will now shift our focus to educating the public on recycling practices.
- For America Recycles Day, our outreach team will host a screen printing event outside of Hodges Library to educate individuals on the importance of recycling this Thursday and Friday.

Landscape Services:

- Football game preparation and cleanup to include preparation of Ayres Hall green space for the ESPN SEC Nation production.
- Complete seasonal flower beds and planting tulip bulbs.
- Leaf removal on-going throughout campus.
- Irrigation system winterization is on-going.
- Assisted Plumbing with water main break at the College of Vet Medicine.
- Dead tree removal and selective safety pruning on the Agricultural Campus.
- Installation of pedestrian mid-block crosswalk yield signs on Volunteer Blvd. and Joe Johnson.

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Lock & Key Services:

- Dougherty Engineering - install hardware on shop doors.
- Sorority Village - several lock repairs.
- Estabrook - repair lock missing handle.

Rapid Response Team:

- Moves at Austin Peay, Alumni Hall, Blount Hall, Dunford Hall, Humanities, Art & Architecture, SMC, College of Nursing, Dougherty Engineering, and Student Services.
- Events at Music Building and Nielsen Physics.
- We are also addressing all other work orders that come in this week.

ZONE MAINTENANCE

Zone Maintenance Zones:

Zone 3:

- Repaired lights outside Black Cultural Center.
- Replaced fan motor on Transformer at Health and Physical Education Building.
- Replaced louver motor at Motor Pool.
- Continue to work on equipment list.
- Continue to work on equipment PMs.

Zone 8:

- Our Zone had a power outage Friday. The purpose of this outage was for the High Voltage Crew to install new equipment to better serve our campus.
- We will be working on more Archibus Training this week. Our Team will be working on work requests and scheduling leave time.
- With about all the leaves being down for the winter we will be cleaning gutters and roof tops.
- The Kingston Pike Building is having issues with air flow in some offices. We will be getting assistance from Steve Costner and Greg Parton on the controls to resolve this problem.
- Work continues on The New Facilities Services Building.
- The University Avenue Building 1610 interior renovation continues.
- Middlebrook Pike is getting some new Heat and Air units. A big thanks to the Air Conditioning Shop and Electric Shop for their assistance.
- We will be looking for better ways to serve our customers this week. Keeping in mind they are the reason we are here.

Zone 11:

- We are working on unstopping commodes and drains.
- Starting to winterize Neyland Stadium.
- We are also doing general maintenance at Neyland Stadium, Thompson Boling Arena, Brenda Lawson, and Anderson Training for recruits and visitors.
- Also at Regal Soccer, Lee Stadium, and Joan Cronan Volleyball, we are working on general maintenance issues.
- At Goodfriend Tennis, Lindsay Nelson, and Thornton Athletic we are working on general maintenance issues.

Zone 14:

- We are installing new exhaust fan on the roof at PCB.
- Repairing warmer boxes for the ball game.
- Installed new ice machine at Haslam Einstein's Bagels.
- Installed new ice machine at Hess Hall Dippers.
- Rebuilding oven at Mabels Café.
- Rebuilding dish machine at PCB.

COMMUNICATIONS

Information Services:

- Working on SCUP purchasing.
- Participating in GIS Coordinator committee.
- Helping with security camera systems.

Training:

- Archibus training continues this week. Check your emails and sign up for a class.
- Working on PDQs to be ready for the review period starting in January.
- The 2015 OSHA annual training will begin again in January. Each employee will complete his/her online training during his/her birth month.
- Starting in January 2015 New Employee Orientation will last two days.

Communications:

- The Facilities Services Holiday Party will be held at the Neyland Stadium Tennessee Terrace starting at noon Wednesday, December 17th. The bus schedule for the party will be released next week.

COMMUNICATIONS CONTINUED ON PAGE 3

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COMMUNICATIONS CONTINUED:

- Thank you to Veronica for sending out the Facilities Services Weekly newsletter for us last week.
- We will start to put together our applications for the 2014 Educational Interiors publication this week.
- Putting together branding campaigns for various Facilities Services units.
- Working to provide spring construction updates for Media Relations.
- Work continues on our department's APPA Facilities Performance Indicators Survey. We have completed more than 70 percent of the survey and we currently have three more sections to complete.
- Planning details for the holiday party.
- We are working on the beginning phases of the Facilities Web site update.
- We are still working to completely update our department's Web site directory. If you have not already done so, please contact Brooke with your up-to-date office contact information at bsteve14@utk.edu.
- The Facilitator will be released this week after we have announced Employee of the Month.
- *REMINDER:* You can always nominate a deserving member of our team for Employee of the Month at fs.utk.edu.

UTILITIES

Air Conditioning Services:

- Repair No. 2 cooling tower at Hesler Biology Building.
- Install two gas unit heaters in the heavy equipment shop.
- Complete repairs of cooling tower at TRECS.
- Starting project to replace heat exchanger at McCord Hall.

Electrical Services:

- UTFS Security system Upgrade– Campus.
- UTFS Fire Alarm Systems – FA System minor repairs/Testing various buildings on Campus.
- UTFS SV Events.
- New Construction – Fire Alarm/Building Security support.
- UTFS Metering/Wireless.
- UTFS HV Strong Hall Temporary Power.
- UTFS West Campus Support.

- UTFS Christmas Break Electrical Work.
- Congratulations UTFS Electrical Services for a successful Power Outage at the AG Campus during Thanksgiving weekend.

Plumbing & Heating Services:

- Repair pipe on drainage/lift station at Vol Hall.
- Replace drainage line in Morrill Hall.
- Repair leak in ceiling at Dougherty.
- Repair water leak in ceiling at Carrick.
- Repair water leak in laundry room.
- Install bottle filler at Dunford Hall.
- Install Bottle filler at CRC.
- Repair steam trap at Allen Jones Aquatic Center.
- Replace condensate return line in Dunford Hall.
- Pump holes on campus.
- Disconnect steam from lab benches at Dabney Buehler Hall.
- Fabricate and install handrail.

Facilities Services Vacancies

Exterminator II - Requisition ID - 140000019Q

Landscape Manager - Requisition ID - 14000000S0

Geographical Information Systems Coordinator (Project Coordinator) - Requisition ID - 140000015T

Custodian I (Building Service Aide I) - Requisition ID - 140000011W

Heavy Equip Supervisor - Requisition ID - 140000011J

Asst Gen Mnt Skill Craft Wkr - Steam Plant - Requisition ID - 140000010W

Painter I (Three Positions) - 14000000YW

Line Installer I - Requisition ID - 14000000XI

Assistant Building Services Foreman, Building Services - Requisition ID - 1300000108