

Administration Facilities Operations Zone Maintenance Admin. & Support Comm. & Info Services Utilities Design & Construction

Name badges have been distributed. Please send any corrections to Sydney Simpson, 208B. Incorrect name badges will need to be returned. Please note: this is only for significant changes as each correction results in an \$8 charge. Facilities will replace damaged cards. In the event your name badge is lost/stolen, FS will pay to replace your badge on the first occurrence so as not to create financial burden for employees. However, it will be the responsibility of the employee to replace name badges after the first incident.

ADMINISTRATION:

Scheduling meetings, utility billing, policy drafts

Central Supply:

This under-recognized department does much to maintain the steady workflow of purchases made and received. The organization in this shop is beyond impressive, which leads to the operation running like a well-oiled machine. They have systems in place should there be any glitches in the system and personnel to encourage vendors to follow through on honoring time commitments. We all rely on this department. Thank you for all you do to enable Facilities to keep working.

FACILITIES OPERATIONS

Building Services:

No report

Recycling: The last 2 weeks the Residence Halls have been competing in the Residence Hall Recycling Challenge. The winner will be determined this week! They're doing their part to help us in the RecycleMania Tournament. We're entering week 4 of 8 of that tournament and so far, we have a long way to go to make it to the top!

We will be in Morrill Dining all week 11am to 1pm for a Zero Waste Lunch. This is kicking off our very first fully Zero Waste dining facility (first post-consumer food collection). From this point forward, all leftover food from that dining hall will be composted. We consolidated 12 cardboard pick up locations by having the cardboard from those locations go to a more convenient spot. Containers were removed from: Forestry Products, Crops Genetics, Food Safety and Processing, Building Services, Lake Ave Day Care, Senter Hall, TANDEC, White Ave Day Care, Nursing, South Stadium Hall, East Stadium, Berry Hall, and Ferris Hall.

Building Finishes:

The Paint Shop did a fantastic job revitalizing the Employee Comment Box on the first floor of Facilities. Your comments are invited. Please feel free to utilize this confidential option in voicing your concerns or suggestions.

College of Nursing signage at Old Student Health, Vet school, door numbers for Kingston Pike Building, etc.

Landscaping Services:

Hiring seasonal staff

Shrub replacements

Ordering flowers for summer color beds

Continuing to plant 26 trees

Building salt brine mixing system

Closing bid for auxiliary (off campus) buildings, freeing crew to maintain Sorority Village

Mulching, pruning

Working with Landscape Architecture to revitalize Ag Campus entrance

Finished leaf removal—collected 285 truckloads of leaves equaling 176 tons of leaves for composting!

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Lock & Key Services:

Continuing with keying in VTH and Sorority Village (Kappa Kappa Gamma & Chi Omega)

RRT:

Moving personnel out of Biosystem into Food Science

Vet school material to off-site storage

Moving out of Stokely to McClung Tower

Cleaning out offices in Tyson and taking to surplus

Completing a dozen other work orders

Preparing for Spring Cleaning beginning March 4th. If you know anyone interested in utilizing RRT and wishing materials to go to surplus, please encourage them to have a surplus request form completed

https://my.tennessee.edu/portal/page?_pageid=34,484239&_dad=portal&_schema=PORTAL

ZONE MAINTENANCE

Zone 2: Cleaning A/C units at UTPD, repairing steam traps at Jessie Harris, replacing floor tile at Conference Center.

Zone 3: Cleaning roofs & gutters on 11th St. houses, repairing heaters & fans at Early Learning, working on water leaks at Equity & Diversity.

Zone 7: Replacing ceiling tile and lights at Dougherty, working on air handler leaks at SERF, moving ZM shop at Min Kao.

Zone 8: Finished repairs on hot water system at Plant Biotech, cleaning hot water heating system at JARTU, cleaning light fixtures throughout zone.

STAR TEAM:

Building Scoping

COMMUNICATIONS & INFORMATION SERVICES

Information Services:

Preparing for Archibus launch. It will be a 3 phase process lasting for over a year. Checking Adobe

Communication Services:

Handling name badges, publishing Facilities Weekly and Tator. Coming soon: ParTNers for Health survey

Sustainability: UT has two Zipcars on campus! Sign-up now and the first year registration fee will be waived and you get \$35 dollars in free driving. Go to <http://www.zipcar.com/utk> for more information. Even better, log your Zipcar trips at <http://smartrips.knoxtrans.org/> for a chance to win prizes.

- UT Sustainability and UT Recycling officially have a new website! Visit <http://environment.utk.edu/> to check it out.
- Eco-Vols attended the Southeastern EcoReps Conference at USC to learn program ideas that promote conservation in residence halls.

UTILITIES

Air Conditioning Services:

Continuing to wait for parts for 1500 ton chiller at SERF, assisting with pump training for Zone Maintenance, assisting Construction Team with remodel at College of Nursing, resolving problems and complaints

Electrical Services:

UT HV: contract support for Electrical Improvement–Phase II–Pat Head Summit Street (15KV cable replacement); UT's IEEE student chapter tour of UT's new Laurel substation; electrical manholes; water pumping, Campus-wide

UTFS Security systems: Campus-Contractor support; Walters Life Science Upgrades

UTFS Fire Alarm Systems: FA System Testing of various buildings on Campus

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Campus Lighting Monthly Survey: Inspection/record of outdoor street lighting on Campus.
UT LV: Emergency call Dabney/Buehler, UTPD Parking Garage 11th Street Garage door repairs, Thompson Boling Arena (TBA) EV repairs, Lutron training, Min Kao service light for emergency generator

Steam Plant:

Providing steam for campus

DESIGN AND CONSTRUCTION

Design:

1643 Cumberland Avenue
A&A McCarty Auditorium 109 renovation
Conference Center Psychology Clinic
Hodges Library Lobby Renovations floor 3–6
McCord Hall suite 201
Old Student Health Phase II

Landscape Design:

Continuing with Lake Loudon Boulevard

Construction/Coordination:

Finishing Planetarium
Finished reroofing Humes Hall lobby roof
Finishing BEE's metal roof
Softball Batting Cage Complex is being enclosed
Monitor brackets have finished being installed at the Law College
Dougherty 430 A/C installation and on Friday
Wrapping up renovations at Dougherty Engineering room 328
Dabney Hall 670 renovations.
Old Student Health phase 2 out to bid
Stokely Management Center fire alarm upgrade
Lighting upgrades at Communications and Student Services programing is complete.
One of Facilities' long-time employees will be embarking on new endeavors. You will be missed.

***Dining Services is offering free beverages to faculty and staff in honor of Faculty Appreciation Week. Faculty and staff who show their UT Dining Services Faculty/Staff Rewards Card will receive a free 22-ounce fountain drink or small coffee. No purchase is necessary. The offer is good at Starbucks, Chick-fil-A, Einstein's, McAlister's Deli, Arena Dining, Smokey's, Rocky Top locations, Subway, Mabel's, and all of the other national brand locations that Dining Services manages on campus.**

***This week, UT Bookstore is also offering a 20% discount for staff.**

"Our deepest fear is not that we are inadequate. Our deepest fear is that we are powerful beyond measure. It is our light, not our darkness that most frightens us. Your playing small does not serve the world. There is nothing enlightened about shrinking so that other people won't feel insecure around you. We are all meant to shine as children do. It's not just in some of us; it is in everyone. And as we let our own lights shine, we unconsciously give other people permission to do the same. As we are liberated from our own fear, our presence automatically liberates others."—Adapted from Marianne Williamson