

FACILITIES SERVICES WEEKLY

January 20, 2015

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

Only *one more week*
to submit nominations for:
JANUARY EMPLOYEE OF THE MONTH!
Submit your nomination at fs.utk.edu!

- Boom mow at 4848 Lyons View Pike.
- Correct various campus erosion issues.
- Monster Jam: assist clean-up of load out.
- Landscape Manager: Interviews in progress.
- Landscape Academy: kick-off training program and continued development.

ZONE MAINTENANCE

ADMINISTRATION

Special Projects:

- **Archibus:** We are now “LIVE” with Archibus! To login, open a browser on your computer (preferably Chrome) and navigate to:
<http://archibus.tennessee.edu>
- You’ll use your regular NetID and password to get into the system.
- Remember to click the SAVE button frequently to save your work, and to sign out of the system when you’re no longer using Archibus to free up licenses.

FACILITIES OPERATIONS

Building Services:

Arena:

- Thursday, January 22nd: Lady Vols Basketball Game vs. LSU at 7:00 p.m.
- Friday, January 23rd: Miranda Lambert Concert.
- Saturday, January 24th: Men’s Basketball Game vs. Texas A&M at 1:00 p.m.
- Sunday, January 25th: Lady Vols Basketball Game vs. Georgia at 2:00 p.m.

Landscape Services:

- Final leaf detail.
- Bed edging and mulching continued.
- Assist Building Finishes with concrete repairs at SV, TREC, and other campus areas.
- Asphalt repair at Lindsey Nelson Stadium.
- 2014 annual performance reviews in progress.
- Pick up plant material for landscape installation S-28.

Star Team:

- Controls at SERF.
- Auxiliary services.
- Building scoping.

Zone Maintenance Zones:

Zone 3:

- Thanks to everyone that worked on the HPER West elevator floor tile abatement and removal, and to the Star team for re-installing the new floor tile.
- Working on ceiling tile at HPER.
- Repaired door at Student Health.
- Repairing AHU at student aquatic.
- Removed pool chemicals from room by pool at HPER.
- Working on lights in sorority.
- Worked on drinking fountain issues at TREC.
- Installing floor tile in room 361 at HPER.
- Working to learn Archibus.

Zone 5:

- Finished changing all lobby lights in SMC to LEDs.
- Addressed construction issues between Haslam Business and the new UC center with Assistant Dean.
- General maintenance across Zone 5.

Zone 6:

- Repaired Alumni Memorial humidifier.
- Repaired Ayers condensate pump.
- Repaired Dabney Buehler exhaust fan.
- Repaired humidifiers in Walter Life.
- Maintaining environmental equipment.
- Addressing work orders.
- Maintaining lights.

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Zone 8:

- With the roll out of Archibus we will be working hard to implement the program.
- With the semester underway we will be focusing on tidying up our mechanical rooms.
- At JJARTU a big thanks to Mike Raper for repairing the exterior lighting.
- Work continues on the New Facilities Building, University Avenue Building and JIAMS Building.
- I would like to thank my team for their work last week for coverage during the frigid temperatures.

Zone 11:

- We are preparing for a big recruiting weekend and week to come, at Neyland Stadium and at Neyland Thompson, Brenda Lawson, and Anderson Training center.
- We replaced a 10hp, motor in Neyland Thompson for AHU#3.
- We are also doing prep work at Lindsey Nelson Stadium, and Sherri Parker Stadium for the SEC network in the press box— thank everyone for there working the cold weather this past week and weekend!

COMMUNICATIONS

Training:

- On January 12th we had our first group to go through the two days orientation process. It was very successful and we are happy with the new process.
- Due to the fact that we were off on Monday new employees will show up to their work areas on Thursday this week and not Wednesday.
- Employee Training and Development must be notified of any students hired in to work for the department. It is important for them to get the departmental training and OSHA training associated with the job that they will be doing.
- Remember, if your birth month is January your OSHA training is due to be completed by January 31st.
- If you have not already done so, please take the time to show each of your staff members how to request time off using Archibus. It is the new process and supervisors are responsible for covering this with each employee.
- Performance Evaluation training for new supervisors has been scheduled. Please check your email for details or contact your Shop Supervisors for the schedule.

Communications:

- We attended the first logo meeting for our rollout block. Our office will be working with Media Relations, Marketing and Creative Communications to have new materials created for our department featuring the new UT logo in time for our rollout date of February 23. If you have any specific concerns about materials needed for the rollout, please contact Brooke at 214-7662.
- Worked with WBIR, UT Media Relations, The News Sentinel and The Daily Beacon on articles that were published last week.
- We are working on the Facilitator. The bi-monthly newsletter will be distributed the first week of February. If you have any information you would like included please contact Brooke at bsteve14@utk.edu
- Working with IT Support & Maintenance on Web site updates.
- We are currently updating all of the graphics on our Social Media accounts.
- Working on several press releases.
- *Reminder* – there is only **one more week** to nominate someone for employee of the month. You can submit nominations online at fs.utk.edu.
- The Facilities Services Perfect Attendance Award and Facilities Services Exceptional Team Award were launched last week. If you have any questions about these awards, please contact Brooke in Room 203.

UTILITIES

Air Conditioning Services:

- Rebuild pumps SCP-1 and SCP-3 at the Reese Hall chiller plant.
- Install new steam coil in AHU at Hoskins Library.
- Replace busted hot water coil in room 131 at Art and Architecture.
- Replace ice machine at the Howard Baker Center.

Electrical Services:

- UTFS Security system Upgrade– Campus.
- UTFS Fire Alarm Systems – FA System minor repairs/Testing various buildings on Campus.
- UTFS SV Events.

[ELECTRICAL SERVICES CONTINUED ON PAGE 3](#)

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ELECTRICAL SERVICES CONTINUED:

- New Construction – Fire Alarm/Building Security support.
- UTFS Metering/Wireless.
- UTFS HV Strong Hall Temporary Power.
- UTFS West Campus Support.

Steam Plant:

- We are in the process of reducing our coal stockpile and are planning on it being empty by March 1 when we have to give boiler #2 to the contractor to be removed and replaced with a gas boiler.
- We produced 3,709,191 lbs. of steam on January 14 and had 82, 578 gallons of make-up water.

Plumbing & Heating Services:

- Repair leaks in ceiling at Carrick.
- Install Water Fountain/bottle filler at A&A.
- Repair broken toilet at TREC.
- Repair leak in wall at Morrill.
- Replace 2-inch and 1-inch PRV at Greenhouse.
- Unclog sinks at Carrick.
- Repair steam leak at Carrick.
- Repair condensate pump at Perkins.
- Assist maintenance with repair of heat for Plant Bio-tech.
- Check and repair steam manholes on campus.
- Repair condensate float at Ayres Hall.
- Repair Condensate line at Science and Engineering.

DESIGN SERVICES

Project Management:

Master Planning:

- Utilities Master Plan.
- Hill Master Plan.

Programming:

- Engineering Services Building.

Schematic Design:

- University Ave. buildings.
- Austin Peay handicap ramp.
- Baseball Stadium pressbox.

- West Campus Redevelopment.

Construction Documents:

- The new residence hall and parking garage planned for the former Gibbs Hall and Stokely Athletic Center sites, respectively.
- New Support Services Building on Sutherland Avenue (ER4).
- 13th & Cumberland lab building.
- New classroom/laboratory building planned for the Strong Hall site.

Construction Administration:

- Henson Hall interior renovation.
- New classroom/laboratory building planned for the Strong Hall site.
- New University Center (Phase 1).
- New Support Services Building on Sutherland Avenue (ER1).
- New residence hall and parking garage planned for the former Gibbs Hall and Stokely Athletic Center sites, respectively.
- Volleyball Practice Facility.
- JIAMS Building.

Landscape Response Team:

- Ayres Hall North Slope / West Connector project: site prep for sod.
- Engineering Quad schematic design approval.
- Supervising the new Strong Hall's site development and tree protection.
- Updating the Campus Landscape Vision and Site Standards.
- Wayfinding Master Plan: mocking up building signs; developing assembly and installation documents.
- TREC landscape installation: coordination with in-house crew.
- Torchbearer Plaza and Circle Park. Coordinating re-engraving bricks from the plaza to be reinstalled during the renovation.
- Proposed site for grant-funded silva cell research.
- Coordinating planting at Thornton Center with in-house crews.
- Researching and proposing a standard for bus shelters.
- Locating potential sites for rain gardens as part of the Green Infrastructure Grant.

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CONSTRUCTION SERVICES

Construction:

In House Projects:

- Dougherty 228 and 229 lab renovation.
- Brehm Animal Science room 149 renovation.

Construction Management:

Bid Projects:

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

Estimating:

- Thornton Athletics Center-Door changes per Fire Marshal Report
- Dunford Hall- renovations to first floor for Disability Services
- Dunford Hall- Painting, lighting, furniture for corridors and other areas on the 6th floor
- James A Haslam Business Building-Replacing LED lighting under shelving in the Anderson Center
- HPER-Card reader installation for rooms 120/124
- Hodges Library-renovations to One Stop office area for VA Services
- SERF-install wider door in room 522 for installing an additional glove box
- Brehm Animal Science-paint floor in corridor 199L
- Communications Patio, C.B.T. Restrooms., Veterinarian Teaching Hospital cost for additional mop sink.



— 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



Facilities Services Vacancies

Arborist - Requisition ID - 150000000T

Building Services Supv I - Requisition ID - 150000000G

Recycling Truck Driver I (Two Positions) - Requisition ID - 14000001B7

Exterminator II - Requisition ID - 140000019Q

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) - Requisition ID - 14000000YW

Line Installer I - Requisition ID - 14000000XI

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

**HAVE A COMMENT
OR CONCERN?**

**The Employee Comment
Box is located next to
Facilities Services Room
107.**

We look forward to hearing from you!