

FACILITIES SERVICES WEEKLY

January 27, 2014

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

Submit your nominations for February Employee of the Month now at fs.utk.edu!

ADMINISTRATION

Administration:

- Your W-2 (Employee Wage and Tax Statement) form for tax year 2013 is now available online. You will also be receiving a paper W-2 form by the end of January. If you do not receive this paper form, or need to re-print it for any reason, you may now do so by visiting the site listed below. In order to access your online W-2 forms, please visit <https://irisweb.tennessee.edu/irj/portal/W-2> and sign on using your university NetID and password. This is the same ID and password used to access the online pay statements.
- The computer lab is available if you would like to print your W2. If you need any assistance accessing your W2, please see Abby (rm 132), Charles (rm 133) or Keisha (rm 134).

FACILITIES OPERATIONS

Building Finishes/Sign Shop:

- Sign Shop: Producing signs for the Police Department, Radiation Safety, Parking, HPER and others.
- Paint Shop: painting Communications, University Center, Bass Center, and others.
- Carpenter Shop: Installing white boards in AHT, SMC, and wall protectors in Nursing.

Building Services:

- Effective Monday, January 27 all center campus buildings are now being cleaned by UT Building Services. The latest are: Carousel and Brown Theaters. Next up: the Agriculture Campus!

- Upcoming Arena events are as follows:
 - 1-29-14 MBB Game Ole Miss. 8 pm
 - 1-30-14 LVBB Game Arkansas 7 pm
 - 1-31-14 Keith Urban Concert 7pm
 - 2-4-14 Career Fair All Day
 - 2-5-14 Sophomore Step Up Event All Day
 - 2-7-14 Joel Osteen Night of Hope 7:30 pm
 - 2-8-14 MBB Game South Carolina 3 pm
 - 2-10-14 LVBB Game Vanderbilt 9 pm
 - 2-11-14 MBB Game Florida 7 pm
 - 2-14-14 Winter Jam 7:00 pm
 - 2-16-14 LVBB Game Kentucky 1:00 pm

Recycling:

- RecycleMania runs from February 3 to March 29. If you're planning to clean out your office or a building, do it during the competition! Also, feel free to bring recyclables from home- clean out your house too!
- We're also involved in a project called bags to benches. Please bring plastic bags from home to Jay Price's office (206e Building Services).
- Our biggest event during the RecycleMania Tournament will be the Recycled Cardboard Fort on February 21st. We'll be building a world-record-breaking cardboard fort with 5000 boxes on the grassy area next to HSS Amphitheatre.
- Our recycling truck is down, so we're doing the best we can to stay on top of recycling collection this week.
- Look for our Recycling comparisons from fall 2012 to fall 2013 in the Facilitator, as well as details on our building by building recycling competition starting next week.

Recycling Totals:

- Week of Jan 13-17: Bottles/Cans/Plastic = 6580

[RECYCLING CONTINUED ON PAGE 2](#)

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RECYCLING CONTINUED:

- lbs; Paper = 12860 lbs; Cardboard = 13920 lbs;
Compost = 7340 lbs
- Week of Jan 21-24: Bottles/Cans/Plastic = 7780
lbs; Paper = 3800 lbs; Cardboard = 5500 lbs;
Compost = 7640 lbs

Lock & Key Services:

- Installing new simplex combination lock and more lock changes at Veterinary Teaching Hospital
- College of Nursing has asked that their building be totally changed, so we will be setting up and installing new cores. This will be the first master change for this building in over 25 years.
- Many re-cores and repairs for Residence Halls.

Rapid Response Team:

- Events at Sigma Nu Fraternity House, Baker Center, SERF, and 2014 Study Abroad fair at the University Center.
- Moves at Perkins, Andy Holt Tower, Panhellenic Building, plus other work orders.

ZONE MAINTENANCE

Star Team:

- Controls at SERF
- Buehler 204 lab
- Buehler 214 lab
- Morgan Hall Room 202
- SERF 523 lab
- Perkins hall 214 and 218

Zone Maintenance Zones:

- Zone 4 around the clock maintenance coverage for cold weather
- Zone 5 around the clock maintenance coverage

for cold weather

- Zone 9 assisted contractors, general building maintenance; and repairing broken water lines due to cold weather.

COMMUNICATIONS

Information Services:

- Working on Time Clock problems
- Security Cameras on campus
- Setting up new student workers
- New Website coming on line; possibly retiring old website name soon
- DELL computer warranty repair
- Replacing select printers

Communications:

- The January Employee of the Month honoree will be announced at the end of this week!
- We promoted several different departmental programs and initiatives to students at the University Center.
- Our team has been working on the Facilities Services department's portion of the Southern Association of Colleges and Schools Accreditation standards.
- The December/January edition of the Facilitator will be distributed this Friday.
- Several news releases were distributed to UT Media.
- Help recognize members of our staff who go above and beyond! Submit your Employee of the Month nominations online at fs.utk.edu. Hard copies of the forms are also available in Facilities Room 203 and with the clerk in your shop.
- Remember—you can follow Facilities Services on Twitter @utkfacserv, you can “like” UT Facilities Services on Facebook and now you can also follow UT Facilities Services on Instagram!

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Sustainability:

- The Office of Sustainability has joined the Office of the Provost in support of the Smart Communities Initiative; UT's new, interdisciplinary, service-learning program. The Smart Communities Initiative identifies areas of need within a community and will partner UT students with relevant community groups. Students will work with their community partner throughout the semester to engage in real-world, problem solving projects. The Office of Sustainability is contributing to the program's development process by offering expertise, personnel, and website development.

UTILITIES

Air Conditioning Services:

- Repaired heat in women's softball facility
- Rebuilt chilled water pump at Taylor Law Building
- Repaired heat pumps at the Bass Anthropology Building
- Working overtime to try and prevent additional freeze damages during second cold spell
- Returned York chiller at SERF back to service

Electrical Services:

- UTFS FA Testing for Residence Halls on Campus
- UTFS Security systems – Campus
- UTFS Fire Alarm Systems – FA System minor repairs/Testing various buildings on Campus
- UTFS HV, 13.2KV underground distribution cable installation – ckt 4,6
- UTFS HV support for Stokely Athletic Center, Gibbs and Strong Hall
- UTFS Cold Weather repairs
- UTFS HV Preston Cooper earned AVO's Medium Voltage Cable technician certification this

month. He joins Bucky Bayless, Rick Cannon and Steve Bodenheimer on this program.

Steam Plant:

- Due to the colder temperatures all over, KUB curtailed our gas on January 23 at 10am. Because of the curtailment we had to put another coal boiler on line and run the two coal boilers as hard as we could, and had to call our emergency gas supplier. Our peak load over the past two days has been 212,000 pounds of steam per hour and we expect that to go higher as the temps are predicted to go lower.
- On 1/23/14 the Steam Plant broke their previous record by producing 4,503,681 pounds of steam. That is an average of 187,653.375 pounds of steam per hour. The make-up water was 93,522 gallons, and they burned 166 tons of coal along with natural gas.
- We had a problem with some broken grates and bent t-bars on boiler 2 this weekend and the guys at the steam plant worked from 7am until a few minutes after Midnight to finish repairs in order to prepare for the colder weather. Our natural gas is being curtailed today and that means we can not burn natural gas after 10. There was a lot of hard work done in a short time, and the guys at the steam plant prove once again that they will do whatever it takes to keep the students warm

Plumbing Services:

- Repair leak at backflow at Greenhouse
- Repair water line for cooling tower at Conference Center
- Repair water line at for cooling tower at McClung Tower
- Repair drain at Morrill
- Repair water fountain at Tennis center
- Repair urinal at Ferris Hall
- Repair leak at commode in Morrill Hall

PLUMBING CONTINUED ON PAGE 4

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PLUMBING CONTINUED:

- Repair leak at commode in Vet School
- Repair leak at commode in Massey
- Repair Tub Leak in tub valve in Carrick
- Repair leak at commode in Dabney Hall
- Repair steam condensate line on Walter Life Science
- Repair leak in water line at Stadium
- Repair condensate leak in White Ave Day Care
- Fix, fabricate and install hand rail
- Repair water line at 11th Garage
- Repair makeup water line at TREC
- Repair makeup water line at Hodges Library
- Testing for Residence Halls on Campus
- UTFS Security

CONSTRUCTION

Construction:

- Art & Architecture- Relocate elevator pump to room 125A, make room fire rated to meet codes.
- Dougherty Engineering- Disconnect 14 pieces of equipment, after moving equipment to room 106M, reconnect.
- Panhellenic Building- Corrections to allow use of building during Student Union construction.
- SERF- Provide and install casework and utilities needed.
- SERF- Provide and install new fume hoods in several locations.
- Stokely Management Center- Replace building fire alarm system.
- Campus- install lighting for rugby field at Fulton Bottoms.
- Campus- Clean/polish all blue phones units.
- Campus- Improvements to campus entrances, refurbishing plants, lighting, and irrigation.
- Lindsey Nelson Stadium- Replace lighting damaged by hail storm.
- Music Center- provide and install technology in 9 classrooms.
- Min Kao Engineering- Replace windows in room 310, 313, and 346.
- Good friend Tennis Center- Install and setup new alarm system throughout facility.
- Middlebrook Building- Renovate room 119 to add office space.
- Morrill Hall- refurbish kitchen, server area, and dining area.
- John Hodges Library- Install a new book drop in room 299A.

Construction: completed projects

- Music Center—provided and installed technology in 9 classrooms
- Min Kao Engineering—Replaced windows in rooms 310, 313, and 346.
- Presidential Court—Revitalized bakery area and dining area with new ceilings and paint.
- Stokely Management—Replaced floor coverings in elevators, stripped and repainted interior doors.
- Conference Center—Demolished existing buffet, cabinets, wall coverings and flooring; replaced with new and different materials.
- Hesler Biology—Rerouted rain water between Hesler and Physics to eliminate flooding in Hesler.
- Brehm Animal Science— Moved large framed mural from McCord to Brehm.
- 11th Street Parking Garage—Installed additional emergency phones by elevators (all levels).
- Jessie Harris—Installed culture hood in room 337.
- Communications Building—Installed 5-20R receptacle in equipment rack.
- SERF—Installed a 230V outlet in room 519
- North Carrick Hall—Installed electric strike, power supply and wiring from room 1 to room 25 for card access.
- SERF— Needed power moved and power added in room 108.