ADMINISTRATION

Special Projects:

Archibus:

Reminder:

- The Special Projects/Archibus Team has moved to our new building on Sutherland Avenue. If you need assistance, please stop by and see us or give us a call (our numbers are the same).
- Blackout dates are still in effect through July 11th. No system updates will be pushed out to the Archibus production server due to fiscal year end.
- Phase II: We will begin the roll-out of Phase II of Archibus at the end of July. Phase II includes the following modules:
  - Project Management
  - Condition Assessment
  - Capital Budgeting
  - Commissioning
  - Environmental Health and Safety
  - Material Safety Data Sheets (MSDS)
  - Energy Management
  - Sustainability
  - Waste Management
  - Clean Building

ZONE MAINTENANCE

Zone 1:

- Begin cleaning leslies in all campus buildings in order to prepare for the fall semester.
- Change the filters in all campus buildings in preparation for the fall.
- Check on campus water quality.
- Continue performing room to room checks around campus in preparation for the fall semester.

Zone 6:

- Maintain environmental equipment.
- Continue to address work order issues.
- Fix the lighting in the AMB Auditorium.
- Continue working on the Nielsen Lighting Project.
- Repair the leaky roof at the Walter Life Sciences Building.
- Troubleshoot waste pump control at the Student Union.
- Check for condensate hardness.

Zone 7:

SERF

- Maintenance finished the LED lighting project for stairwells.
- Maintenance serviced several hood ex fans.
- Maintenance repaired SERF faucets and replaced lights as needed throughout the building.

Min Kao

- Maintenance repaired the lights, air conditioning, and doors as needed throughout the building.

ZONE 7 CONTINUED ON PAGE 2
ZONE 7 CONTINUED:

Tickle Engineering Building
- Maintenance assisted contractors with the installation of equipment on the first floor.

Dougherty
- Maintenance repaired the lights, air conditioning, and doors as needed throughout the building.

Perkins
- Maintenance is in the process of dealing with roof leaks and air conditioning issues.

Ferris
- Maintenance is dealing with roof leaks and air conditioning issues.

Zone 8:
- Our zone continues to work on summer projects.
- We are working in our classrooms and common areas to prepare for the Fall semester.
- Team members have been busy working on HVAC issues with hot temperatures. Our units have been working nonstop.
- One Call was busy with the storms that we experienced last week. They worked on several storm-related issues.
- We will be working on our monthly preventative maintenance assignments and assisting our customers with their needs.

COMMUNICATIONS

Communications & Public Relations:
- This week more than 25 individuals from the department will travel to Nashville for the Tri-APPA Conference. The conference runs Monday through Thursday.
- Last week we finished the planning for the Tri-APPA conference and held a meeting for all attendees.
- We are creating a new master list of all Cone Zone signs on campus, including detour signs. This list will include a visual reference.
- Various announcements and press releases have been distributed.
- Communications and Public Relations is currently working on various releases.
- Communications and Public Relations is working to update the Building Representative List and Emergency Contact List.
- The online staff directory has been updated.
- We created our TNAPPA 2017 Conference Web page. It is now live and can be found at tnappa2017.utk.edu.
- If you have any information you would like included in the bi-monthly newsletter, please contact Brooke at bsteve14@utk.edu.
- We are working on a list of Architectural portfolio submissions and will submit five project portfolios this summer.
- An outline is in the works for a new video series featuring fallen tree limb and fallen tree removal.
- Working on Cone Zone signs and updates for the summer.
- Updates are being made to the layout of our service guide.
- The Additional Services Guide will be updated again this week.
- We will begin putting together the department’s annual report in the next few weeks. This document will be released before the fall semester starts.

IT Support & Maintenance:
- Assist the Electric Shop with the power outage and the central alarm system.
- Set up laptops and work stations at SSC, scanner and recycling.
- Helped with the carpool move.
- Helped set up the training lab at SSC.
- Worked on cardboard recycling.
- Move equipment from 2233 to SSC.
- Set up the scan drive for space and archives.
• TNAPPA 2017 Conference planning continues.
• Updates to the department Web site are ongoing. Please contact Brooke Krempa at bsteve14@utk.edu if you would like to request any changes or updates to pages.

UTILITIES

Air Conditioning:
• Replace motor on compressor at Hoskins Library.
• Assist contractors with the start-up of a temporary chiller at Hoskins Library.
• Replace the compressor in the package unit serving the lobby of Reese Hall.
• Work to get the chilled water system at the International House back on line.
• Check the air compressor at the JIAMS building for required services.
• Install a new exhaust fan motor at the volleyball complex.
• Performed repairs to the chiller at the Auxiliary Services building and returned it to service.

Steam Plant:
• Worked with the contractor to re-tune #2 and #3 boilers.
• This week, we will continue to clean and remove old stock.
• Made repairs to the steam flow meter transmitter sensing lines.
• Changed the filters on the air compressor.
• Replaced cast pipe on floor drains.
• Painted city water lines coming into the plant.
• Painted doors and facing on the Steam Plant.
• Made adjustments to feed the water pumps.
• Ran a test on the 2 MW generator.
• Worked on monthly reports for the plant.
• Worked on annual reports for the plant.

COMMUNICATIONS CONTINUED:

FACILITIES VACANCIES
Sr Heavy Equip Operator - Requisition ID - 16000000J0
Heavy Duty Mechanic I - AC Services - Requisition ID - 16000000HF
Landscape Aide I - Requisition ID - 16000000FY
Air Conditioning Spec I (Two Positions) - Requisition ID - 16000000EB
Temporary Assistant Carpenter (Carpenter Assistant II) - Requisition ID - 16000000DT
Part-time Temporary Custodian (Building Services Aide I) - Requisition ID - 16000000DU
Two Temporary Assistant Painters - Requisition ID - 16000000CR
Senior Steam Plant Mechanic - Requisition ID - 160000009G
Seasonal Work, Three Positions, Building Services Aide I - Requisition ID - 160000007Z
3rd Shift Custodian (Building Services Aide I) - Requisition ID - 1500000010E
2nd shift Custodian (Building Services Aide I) - Requisition ID - 15000000WO
Asst Bldg Srvs Foreman (Three Positions) - Requisition ID - 15000000139
Maintenance Specialist (Eight Positions) - Requisition ID - 15000000134
Welder II - Requisition ID - 15000000Q3
Landscaping Aide I Seasonal temporary work - Requisition ID - 15000000B5
Painter I - Requisition ID - 14000000YW
Congratulations to our May Employee of the Month Jacob Capps!
Please help us to nominate our next Facilities Services Employee of the Month.
We owe the success of this program to everyone who takes the time to submit a nomination for one of our many hard working employees.
Help us to honor members of our team in the months to come and cast your nomination for a future employee of the month.
Nomination forms can be found on the Facilities Services Web site, fs.utk.edu, or by following this link: https://tiny.utk.edu/FSEOM.
Hard copies can be found with unit clerks and with Brooke Krempa.
All Facilities Services Employees are eligible for the Employee of the Month Award after one month of services with the department. We invite everyone to nominate an individual of their choice for the award.
For more information about the award program, please contact Brooke Krempa at 214-7662 or bsteve14@utk.edu.