

Administrative Services:

- Reconciling and closing all outstanding work orders
- Closing Purchase Documents
- Finalizing Fraternity and Sorority Accounts for Year-end Billing
- Preparing Annual Transfer Vouchers
- Still want to remind shops to clear up any old PD's, receivers, work orders, etc.

Central Supply:

- Keeping the orders flowing.
- Central Supply will be CLOSED for year end inventory on June 26, 27 & 28. Please pick up any and all materials that your shop has in central supply BEFORE June 26.

FACILITIES OPERATIONS

Building Services:

- Arena/Athletics crews will be working set-ups & clean-ups for camps this week.
- Clean up before & after Student Orientation event.

Recycling:

- Recycling has student workers stationed on Steam Plant hill near the dumpsters to help people divert their waste from the dumpsters there and recycle and compost as much as possible.
- Will be making all the Orientation lunches in the TN Terrace zero waste by composting & recycling everything.
- Will also will make the Faculty/Staff appreciation picnic put on by President DiPietro zero waste.
- Recycling mattresses from Residence Halls starting this week. We will recycle approximately 600 of them.

Building Finishes:

- Sign shop: Building, room, desk, and badge signage.
- Carpenter shop: Sidewalks on safety report, and work orders.

Landscaping Services:

- Begin mowing Cherokee Farm with in-house forces
- Summer flower change at Sorority Village and new campus entry
- Landscape Renovation at McClung Museum
- Continue landscape renovation at Agriculture Campus Entrance
- Irrigation system repairs
- Assist Plumbing with water distribution repair near Buehler
- Assist Building Finishes with sidewalk repairs
- Assist with lighting upgrades in Fraternity Park

Lock & Key Services:

- Lock & Key is working on Music installing cores and loading Tickle Bldg.
- Also working on outside doors of Ayres Hall replacing hardware

Rapid Response Team:

- Assist with set-ups if needed.
- Still taking items apart for the music move.
- Still doing clean-up and our daily work orders.

Star Team:

- Training on new tools
- Energy road map for Mileport
- SERF HVAC controls upgrade

COMMUNICATIONS & INFORMATION SERVICES

Information Services:

- Training for the new radios.
- Working on the website and recovering for Archibus.

Training:

- Preparing for the Facilities Services annual training/picnic day.
- Preparing for NFPA70E training.
- Also preparing for CPR training at the end of June.

Sustainability:

- Don't forget to check out the UT Farmers Market every Wednesday from 4-7pm on the Ag Campus.
- Help UT conserve resources and money by reducing energy use during "peak time" from 2:00-8:30pm daily.

Communications:

- Uniforms fittings/measurements are this week! PLEASE make sure you attend at your scheduled time as uniforms can't be ordered until all measurements are done. If you do not know your scheduled date/time please contact your shop head or Veronica Huff.
- All parking permits will be renewed ONLINE this year. Parking Services will contact all employees by email and give instructions on how to renew/purchase your parking hang tag online. For those who do not have email or computer access, a schedule will be sent out soon to each shop with dates/times the computer labs will be available for them to come in and renew their permits. There will be instructor's on-hand in the lab for those who need assistance.
- The Treasures office has announced the year-end schedule and July 10 will be the last date we can make any transactions in IRIS for FY 2013. Please help our Admin Office by clearing up any open PD's, work orders, etc as soon as possible.

UTILITIES

Air Conditioning Services:

- Replacing fan on Haslam Chiller VFD.
- Awaiting parts for York Chiller at SMC.
- Replacing after-cooler on air compressor at Allan Jones Swim Facility.
- Assisting with installation of A/C units in the new Construction office at Facilities Services.

Electrical Services:

- Security systems – Campus – Contractor support
- Fire Alarm Systems – FA System minor repairs/Testing various buildings on Campus
- Electrical Support for Outdoor events/Athletics events
- HV, Music Building Lighting Contract support

Steam Plant:

- Doing maintenance work on the boilers , coal and ash systems .
- Producing approximately 1,800,000 pounds of steam per day.

Plumbing and Heating Services

- Taking care of leaks & plumbing issues as work orders come in.
- Working on water line for the new substation at ETREC residence.

[DESIGN AND CONSTRUCTION](#)

[Landscape Design:](#)

- Construction administration of the Lake Loudoun streetscape project
- Design of Fraternity Park dumpster enclosures.
- Design coordination and review on several projects: Fraternity Park entrance wall, Lake Loudoun plaza, Ayres Hall north slope, & pedestrian mall extensions.

[Construction/Coordination:](#)

- Construction has a Sr. Carpenter position open at this time if anyone is interested in applying.
- Working on 10 classroom upgrades.
- Roofs: 4 completed, 9 starting soon and 6 going out to bid.
- Replace lighting at Athletic fields.
- Renovation of 701 Stokely Management Center
- Power addition in Hodges Library
- Technology upgrade in 210 Science & Engineering
- Upgrades in several rooms in A&A Bldg.
- Renovation of room 230 Jessie Harris Bldg.
- Renovation of restrooms in Nursing
- Replacing greenhouse at Hesler Biology.

Happy Fathers Day To All



What Dad Sees

What Child Sees

What Mom Sees