FACILITIES OPERATIONS

Building Finishes:

Sign Services:
• Wayfinding building signs.
• Worked on room numbers at Conference Center Building.
• Various name plates.

Paint Services:
• Worked at the new Facilities Building.
• Worked on common areas at SERF.
• Pressure washed building at Baker Center.
• Worked on water damage at Claxton Education.

Recycling:
• UT Recycling partnered with the Division of Student Life to make the 2016 Volpalooza Music Festival a zero waste event. Volunteers manned waste stations, engaged fans about their waste, and help clean up litter. We also tabled — handing out bags, jars and t-shirts to those who pledged to Make Orange Green.
• UT Recycling teamed with Massey Hall to host a sustainability trivia hall event. Water bottles and other sustainable prizes were awarded to participants.
• UT Recycling worked The Chancellor’s Pancake Supper and the Faculty Pub event to ensure they were zero waste.
• UT Recycling prepped My Tiny Trash for a senior meeting with Dave Irvin. The program will be piloted in the new Facilities Services building off of Sutherland. Educational materials have been developed.
• Move-out is in full swing. Carpets, cinderblocks, electronics, clothes, food, and toiletries are being collected to decrease landfill waste.
• Slim Jim backboard designs have been printed and are ready for installment upon the delivery from Busch Systems.

Landscape Services:
• Storm (5/2): Fallen tree and debris clean-up.
• Prepare key areas of campus for graduation ceremonies.
• Reese Hall: Provide crane operation and transportation for chiller tower replacement.
• Lake Ave: Install river rock at 22nd Street due to continual delivery truck damage.
• Seasonal flower bed change-out.
• Treat lawn areas with broadleaf herbicide for clover and other spring weeds.
• Provide supplemental water to newly planted trees and landscapes.
• Monitor, adjust, and repair landscape irrigation systems throughout campus.
• Mulch application throughout campus (continuing).
• Remove old building signs where new one have been installed (continuing).
• Performance Reviews: All complete.
• Interview candidates for vacant and seasonal positions.
• Landscape Academy: Advanced curriculum development.

Arena:
• Tuesday, May 10th: Baseball Game at 6 p.m. vs. Belmont
• Wednesday, May 11th: UT Commencement Rehearsals
• Thursday, May 12th: UT Commencements - Agricultural Sciences at 8:30 a.m., Communications at 11:30 a.m., Law at 2:30 p.m., and Graduate Hooding at 7 p.m.
• Friday, May 13th: Baseball Game at 6 p.m. vs. LSU; UT Commencements - College of Business at 8:30 a.m., Nursing at 12:30 p.m., Social Work at 4 p.m., and Architecture at 7 p.m.
• Saturday, May 14th: Baseball Game at 1 p.m. vs. LSU; UT Commencements - Arts & Sciences at 9 a.m., Engineering at 2 p.m., and Education at 5:30 p.m
• Sunday, May 15th: Baseball Game at 2 p.m. vs. LSU; Anderson County High School Graduation at 1:30 p.m., Bridge Academy Graduation at 3 p.m., and Clinton High School Graduation at 4:30 p.m.
Lock & Key Services:

- White Ave. Garage – Repair hardware.
- Earth & Planetary Science – change lock.
- A & A – change lock codes.
- Tickle Engineering – change lock codes.
- Conference Center – change locks 221 suite, Retirement Services move.
- “Orange & White” Dormitories – setting up cores.
- Support Services Facility – keying as needed.
- University Housing – many recores and repairs.

Rapid Response Team:

- Moves at the UT Conference Center, HPER, Nursing, Austin Peay, Greve Hall, and Environmental Health & Safety to East Stadium.
- Events at McClung Museum, Haslam Business, Alumni Memorial Building, Gate 21 at Neyland Stadium, Ayres Hall, 416 W. Jackson Avenue, McClung Tower, and Humanities.
- Addressing all other work orders that are sent in during the week.

ZONE MAINTENANCE

STAR Team:

- Painting water damaged offices in Perkins Hall.
- Renovating room 109A in SERF.
- TANDEC hi-bay area renovation.
- Repair glass doors at Thompson Boling Arena.
- Install operators at new Support Services Building on Sutherland.
- Install new door and frame at Dougherty Engineering.
- Repair handicap door at Vet School.
- Measured broken glass at south Carrick Hall.
- Install cylinder straps at JIAMS.
- Remove wood platform at JIAMS.

Zone 1:

- It is the last week of the semester, so we’re helping to get everyone moved out quickly.
- Getting work orders taking care of as they come in.
- Keeping air conditioning up and running as people move out.
- Getting ready for long days and weekends as we turn the buildings to get them ready for the first conference.

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- AMB auditorium lighting.
- Dabney Lighting Project.
- AMB Humidification repairs.
- Earth and Planetary repair heating.
- Walters Life pipe burst repair.
- Animal Facility domestic water leak repair.

Zone 7:

- SERF: Adjusted all door closers on hallway doors on fifth floor.
- Min Kao: Worked on lights in rooms 199B through 699F, replaced ballasts and bulbs, changed paper towel boxes for building services.
- Perkins Hall: Worked and assisted Electrical Services in room 10 on breaker for air conditioning, replaced fuseable link on damper in room 11.
- Dougherty Engineering: Worked on thermostat in room 323B, then ordered new thermostat.
- We continue to replace high bay lights.
- General building maintenance throughout zone.

Zone 8:

- With classes ending for the semester we will make any needed repairs in classrooms and building common areas.
- Our team will be busy changing filters and belts on equipment and cleaning coils.
- We will continue working on our outside lighting.
- At McCord Hall we will paint the exterior doors.
- One Call continues to answer a wide variety of calls. They will be assisting with work in restrooms across campus in their spare time.

Zone 9:

- Replaced broken door latch at Student Aquatic Center.
- Working to fix hard water problem at Haslam Music Building.
ZONE 9 CONTINUED:

• Cleaned and replaced swimming pool bag filters at Student Aquatic Center.
• Cleaned traps on roof drains at Student Recreation and Fitness Center.
• Change air filters at Haslam Music Building.
• Still working on humidifier and coils at Haslam Music Building.
• Cleaned water fountains, changing filters, and greasing fittings at Clarence Brown Theater.
• Replaced Ceiling tiles at Ewing Art Gallery in Art and Architecture.

COMMUNICATIONS

Information Services:

• Training class.
• Sorting, recycling, packing and moving.
• Photos of new building.
• Laptop setup.
• Finish SCUP paperwork.
• Investigate MySQL options.
• Track down last inventory items.
• Everyone: Good job on recognizing and deleting the recent wave of phishing emails.

Training:

• On May 6 Confined Space Entry overview meetings were conducted with all Steam Plant personnel. The intent of the sessions was to:
  • Review CSE inventory within the Steam Plant.
  • Describe the current state of our compliance with various elements of OSHA/UTK regulations and policies.
  • Review/refresh understanding of primary CSE hazards and risks.
  • Review/refresh understanding of CSE hazard control measures.

COMMUNICATIONS & Public Relations:

• Working on Cone Zone signs and updates for the summer.
• Working to update Building Representative List.
• Creating Summer Projects Catalog for campus distribution.
• Working to update Building Representative List.
• July 4th Picnic Planning. This year’s picnic will be held Wednesday, June 29 at our new building. More information will be released as the event nears.
• Updates are being made to the layout of our service guide.
• The Additional Services Guide has been updated.
• The Quarterly Projects Update will be released through Media Relations on May 17.
• TNAPPA 2017 Conference Planning continues.
• If you are interested in attending this year’s Tri-APPA Conference in Nashville you can find more information on the APPA Web site here: http://appa.org/#
• If you have any questions about the upcoming conference in July, please contact Brooke Krempa at 214-7662.
• Please help us to nominate our next employee of the month. Award nomination forms can be found at https://tiny.utk.edu/FSEOM.
• The staff directory will be updated online this week.
• Finishing the layout of the Employee Satisfaction Survey report. The results will go out this week.
• 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:

• Assisted Plumbing & Heating Services with heating water loop leak repair at Walter Life Science Building.
• Change out tube bundle on heat exchange for the pool at the HPER Building.
• Replaced bad compressor in unit serving the team room at Women’s Softball Facility.
• Began demolition of cooling towers at Reese Hall Chiller Building in anticipation of installing replacement towers.
• Brought chiller #1 at Plant Biotech Building back online in preparation of disassembly of chiller #2 for bearing replacement.
Steam Plant:

- Produced 12,720,855 pounds of steam.
- Worked three days with Boiler Supply and Cross Instrumentation on retuning #2 and #3 boilers.
- Worked on steam flow meters.
- Isolated DA tank and drained for repair work.
- Installed new chemical injection quills.
- Repaired floor around DA tanks.
- Closed up DA tank and refilled for service.
- Ran new stainless steel line to DA tanks for chemical injection.
- Weekly logs and finished out monthly logs.
- TNAPPA meeting preparations.
- Worked on DA tank level controls.
- Worked on boiler recirculation controls.

FACILITIES SERVICES WEEKLY

May 9, 2016

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

FACILITIES VACANCIES

Training Specialist - Facilities Services - Requisition ID - 16000000MH

Maintenance Specialist (Six Positions) - Requisition ID - 1500000134

Line Installer I (Two Positions) - Requisition ID - 16000000M2

Accounting Assistant III - Facilities Services - Requisition ID - 16000000M4

Line Installer Foreman II, Electrical Services - Requisition ID - 16000000KP

Landscape Serv Foreman - Requisition ID - 16000000JZ

Electrician I - FS Construction - Requisition ID - 15000001F9

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 - 150000010E

2nd shift Custodian (Building Services Aide I) - Requisition ID - 15000000WO

Asst Bldg Srvs Foreman (Three Positions) - Requisition ID - 1500000139

Welder II - Requisition ID - 15000000Q3

Landscaping Aide I Seasonal temporary work - Requisition ID - 15000000B5

Painter I - Requisition ID - 14000000YW

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- Worked on DA tank level controls.
- Worked on boiler recirculation controls.
The Electrical Safety Foundation International (ESFI) has declared May National Electrical Safety Month.

This year’s theme is: “At Home and at Work: Make Electrical Safety Everyone’s Priority.”

This is a good time to review electrical safety practices, both at work and at home. In the workplace, there are an average of over 300 workplace facilities and approximately 4,000 injuries per year due to electrical hazards, according to statistics from the National Safety Council.

Electricity ranks sixth among all causes of occupational fatalities. Electricity is the cause of over 140,000 fires each year, resulting in 400 deaths, 4,000 injuries and $1.6 billion in property damage.

ESFI has issued electrical safety tips to help avoid tragic and costly injuries:

• Use appliances and equipment according to the manufacturer’s instructions.

• Replaced damaged electrical equipment or have it repaired at an authorized repair center.

• Make sure power strips, cords and surge suppressors are designed to handle the loads for their intended use. Avoid overloading circuits by plugging too many items in the same outlet.

• Use ground fault circuit interrupter (GFCI) protection when working where water is near electricity to protect against electric shock.

• Make certain that all products and equipment are approval by an independent testing laboratory, such as Underwriters Association (UL).

• Add protection by installing a new electrical safety device—an arc fault circuit interrupter (AFCI)-

• to detect and stop electrical arcs that can cause fires. Arcs are not detected by most breakers and fuses.

• Avoid contact with power lines by being aware of the location of power lines and keeping a distance of at least 10 feet between you and power lines to avoid arcs.

In celebration of Electrical Safety Month 2016, ESFI is excited to announce the launch of the third installment of its National Electrical Safety Month publication, Electrical Safety Illustrated. This year’s theme is “At Home and at Work:: Make Electrical Safety Everyone’s Priority.” This magazine will inform readers about common electrical hazards present at home and in the workplace. To download the magazine, please visit http://www.esfi.org/program/national-electrical-safety-month-314.

Additional resources: For more on consumer product safety, contact the Consumer Product Safety Commission at www.cpsc.gov. For information on product recalls, visit www.recalls.gov.

For more information on workplace safety, go to www.osha.gov, and also visit the UT EHS web-site at ehs.utk.edu for guidance documents and information related specifically to campus.
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 in Facilities room 203. These hard copies can be dropped off in the Employee Comment Box next to room 107 or in room 203.

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.