

FACILITIES SERVICES WEEKLY

May 19, 2014

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

ADMINISTRATION

Administration:

- Be on the lookout for the Material Control Clerk position in Central Supply to post this week. This position is an internal search, so if you are interested in applying for this position; please turn application in as soon as you see it posted.
- **Reminder:** Open enrollment for the Sick Leave Bank (SLB) has begun and will continue through June 30, 2014. If you would like to join the SLB, please fill out the enrollment application. The enrollment application can be found in the “ppshare” drive in the forms folder or you can get on from your shop Administrative Assistant. Applications must be returned to Human Resources no later than June 30, 2014. Late applications will not be accepted. For more information concerning the SLB, visit <http://hr.utk.edu/employee-relations/sick-leave-bank/>.
- Daily and weekly processing of invoices, workorders, transfer vouchers, payroll/personnel items and contract extensions/rebids.

FACILITIES OPERATIONS

Building Finishes:

Sign Shop:

- Replacing 1817 Melrose Ave Building Sign
- Working on interior signage for Greve Hall
- Working on various name plates

Paint Shop:

- Working on common areas at Jane & David Bailey Complex
- Repaired and painted ceiling at Massey Hall
- Painted awning at White Ave. Daycare
- Working on several offices in suite 309 Conference Center Building

Carpenter Shop:

- Assisted RRT with furniture at Andy Holt Tower
- Poured concrete for sidewalk at Neyland Thompson Sports Center
- Removed Cabinets at Perkins Hall
- Replaced Window at Communications

- Rearranged cubical furniture at Plant Biotech Building

Building Services:

- Destination Imagination is in this coming week. Buildings in use: Humanities, CCB, Alumni Memorial, Communications, Theatres, McLung Museum.
- June 2, 2014: Final Transition from Contract Cleaning Services.

Arena:

Monday May 19th:

- Heritage HS Graduation 6:00 pm
- William Blount HS Graduation 8:30 pm

Tuesday May 20th through Saturday May 24th

- Destination Imagination

Recycling:

- Recycling Totals for the week of 5-12 to 5-16: SST—9,220 pounds; Paper—23,600 pounds; Cardboard—8,400 pounds

Lock & Key Services:

- University Ave. properties rekeying outside doors
- Fred Brown dormitory keying 680 plus cores
- South Stadium rekey for Anthropology.

COMMUNICATIONS

Information Services:

- Reminder: Telephone Services has updated the University’s system to accept the standard 911, as well as 8911 and 9911 when dialing from a university phone during an emergency situation.

Training:

- The first of a series of Flushometer training classes was held on Thursday May 15th which included Zone Maintenance. Plumbing Services will also be included in this training.
- Work continues on the Steam Plant career ladder.
- Work has begun to create a standardized training program for Facilities Services.
- We are 56% complete with our employee online training. Training continues until June 30th.

TRAINING CONTINUED ON PAGE 2

FACILITIES SERVICES WEEKLY

May 19, 2014

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

TRAINING CONTINUED:

- Just a reminder to those who have started their online training to make sure you return to complete it soon.
- We still have a few employees showing up to the lab without a functioning net ID and password. Supervisors, please continue to announce to your employees that they will need an active Net ID and Password to participate in the online training. Any issues please see Keisha, Charles, or Abby in Facilities RMs 132, 133, 134.

Communications:

- We have been reformatting and drafting departmental policies.
- The Facilitator will come out on May 28. If you have something you would like included in the bi-monthly newsletter, please contact Brooke Stevenson in Room 203 or call 974-7782.
- The work on the department-wide manual continues.
- Help recognize a dedicated member of our team! You can vote for May Employee of the Month at fs.utk.edu.
- 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!

UTILITIES

Air Conditioning Services:

- Bring building heating water loops back on line after week long steam outage.
- Completed Repairs to Chiller #1 at SMC
- Completed flushing out of heating water loop at S.E.R.F.
- Made repairs to chiller at the Middlebrook Building
- Continue work on new digital control system in College of Nursing Building (70 percent complete)

Electrical Services:

- STEAM PLANT RENOVATION PROJECT – Electrical Support–Steam outage
- UTFS Security systems – Campus
- UTFS Fire Alarm Systems – FA System minor repairs/Testing various buildings on Campus

- UTFS HV support for new University Center
- UTFS HV support for new Residence Hall – Fred Brown
- UTFS SV Events
- UTFS SV Destination and Imagination Prep
- UTFS FA & Security – Gibbs and Stokely Athletic Center
- New Construction – Fire Alarm/Building Security support

Plumbing Services:

- Repair back flow at sorority village
- Clear drain at HPER
- Repair cooling tower leak at TREC
- Repair PRV at Laurel
- Repair leak on leslie at TREC
- Repair hot water leak at several buildings
- Replace 2 twelve inch steam valves
- Replace 2 fourteen inch steam valves
- Replace 3 two inch steam valves
- Replaced several leaks on leaking steam gaskets
- Repaired six inch valve
- Repaired a fourteen inch valve
- Repacked valves in tunnel
- Greased and polished expansion joints in tunnel and main loop
- Repaired leak at Student Aquatic
- Replaced water line at 11th street garage

Steam Plant:

- All steam plant staff worked long hours and worked hard during the steam outage last week.
- We have gotten a lot of work done in a short time. The contractors have been working hard and are on schedule.

DESIGN SERVICES

Estimating:

- Exploring potential projects at the Tickle Building, Perkins Hall, Neyland Skyboxes, Alumni Memorial Auditorium, Andy Holt Tower, the Conference Center, Student Services, SERF, the Lake & White Avenue Early Learning Centers, Austin Peay, 1610 University Ave., McClung Museum, Jesse Harris, Communications, Glazer Building, Dougherty Engineering, and Career Services.

FACILITIES SERVICES WEEKLY

May 19, 2014

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

Architectural Design:

- Managing the design development of the Henson Hall interior renovation
- The design development and selective demolition of the new classroom/laboratory building planned for the Strong Hall site
- The construction of the bookstore and Aramark location at 17th & Cumberland
- The design development of the new residence hall and parking garage planned for the former Gibbs Hall and Stokely Athletic Center sites
- The New University Center [Phase 1] construction
- The new Facilities Services building's selective demolition and design development
- The construction of the Fred Brown Residence Hall.
- The preliminary design for 1610 University Ave.
- Writing the University's Collegiate Gothic Guidelines

Landscape Design:

- Supervising the Fraternity Park entry walls' construction
- Supervising the Ayres Hall North Slope / West Connector project
- Supervising the design of the East Edge Campus Improvement Project (Second Creek)
- Supervising the design of additional improvements to the Lake Loudoun Blvd. corridor, to include a green space and traffic signalization
- Planting and irrigating around McClung Museum dinosaur sculpture "Monty"
- Updating the Campus Landscape Vision and Site Standards

Codes Enforcement:

- Campus building fire protection systems testing

CONSTRUCTION SERVICES

Construction Services:

- SERF- Repairing leak in the sky light at 4th floor entrance.
- Art & Architecture- Replacement of the current security system.
- Stokely Management Center- replace doors and frames for rooms G2 & G4.

- Blount Hall- Install glass wall with double door on ground floor.
- Communications- Refurbish lobby area on 4th floor.
- Communications- Renovations to rooms 260, 261, and 262.
- Communications- Install ceilings, patch and paint walls, and install a dedicated outlets.
- UT Welcome Center- Additional improvements to include repairs and paint.
- TRECS- Replace green outdoor carpet by bike rack with concrete pad.
- 1643 Cumberland Av.- Renovations for dining facilities.
- HPER- Renovations to room 113 for Theatre.
- Alumni Memorial- Renovations to room 41 for Theatre.

Completed Projects-

- Stokely Management Center- Replace fire alarm throughout the entire building.
- Phi Kappa Psi House- Replace roof.
- Goodfriend Tennis Center- Install and program security throughout facility.
- Nielsen Physics- Renovate labs 506 & 507 into office space for Graduate research.
- Temple Hall- Support phase II for renovations for Herbarium and Nursing.
- Art and Architecture- Relocate elevator pump unit to room 125A.
- Min Kao Engineering- Install required electrical needed in lab.

**HAVE A COMMENT
OR CONCERN?**

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

We look forward to hearing from you!