

FACILITIES SERVICES WEEKLY

May 27, 2014

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

ADMINISTRATION

Administration:

- The Material Control Clerk position in Central Supply is posted. This position is a departmental search, so if you are interested in applying for this position; please turn your application in by Friday, May 30, 2014.
- **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 one 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:

- Working on student parking signage for Parking Services
- Updating directory boards at Claxton
- Working on several W.O. for name plates

Paint Shop:

- Working on common areas at Jane & David Bailey Complex
- Repairing ceilings at Food Safety Building
- Repairing ceilings at Equity & Diversity
- Painting suite 202 at Communication

Carpenter Shop:

- Repaired door at Reese Hall
- Repaired door at Perkins Hall
- Repaired side walk at White Ave. Daycare
- Repaired dock door at Kingston Pike Building
- Installed base at Welcome Center kitchen area

Building Services:

Arena:

Monday, May 26

- WWE Monday Night Raw

Tuesday, May 27

- Seymour High School Graduation at 5:30 p.m.
- Sevier County High School Graduation at 8:30 p.m.

Wednesday, May 28

- Dolly Parton Concert

Landscape Services:

- Destination Imagination clean up
- Pressurize, test and repair landscape irrigation systems
- Finish landscape install at McClung dinosaur sculpture
- Dead tree removal
- Prepare Humanities Plaza beds and planters for future landscape installation
- Assist Construction with light pole footers at Fulton Bottoms field
- Resume work on playground expansion at Lake Early Learning Ctr.
- Tree trimming to accommodate utilities tie-in at Cumberland Ave./17th Street
- Bush hog pastures at Cherokee Farm

Lock & Key Services:

- Fred P. Brown Dormitory setting up 680 plus cores
- Estabrook – install and change lock
- G10 parking garage-multiple repairs on stairwell doors

Rapid Response Team:

Spring clean-up:

- Still moving Henson to Dunford.
- Moving and hooking up equipment at Tickle.
- Moving offices at Student Services.
- Moving material from surplus to Hearing & Speech.
- Dismantling equipment and moving it to storage.
- Moving offices around at Morgan Hall and Blount Hall.
- Since we started Spring Clean-Up, our crews have hauled 3,676 cubic feet of trash and recyclable material and 5,310 cubic feet of surplus.

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ZONE MAINTENANCE

Zone Maintenance Zones:

Zone 9:

- We are assisting contractors on repairing air conditioning units in McClung Tower.
- Changing filters in air conditioning units.
- Checking light bulbs in buildings.
- General building maintenance.

COMMUNICATIONS

Information Services:

- Moving computers out of Skybox 501 and 502 for Remodeling.
- Assisting Police Department with Operating System Upgrade of Video Server (old xp)
- Assist Electric Shop with SQL Errors on new Gallagher Building Access/Fire Alarm server
- Plan for office network expansion when new employees arrive.
- Brock is hiring a new Student Assistant.
- Archibus Training and Planning
- Promoting newly available internet security training video (these are free guys!) provided by UT. These can be used at work and at home to stay safe on the internet!

Communications:

- Welcome to our new student assistants Jordan Hollingshed and Luke Marinac!
- We have been reformatting and drafting departmental policies.
- The Facilitator will come out on June 2. 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 June 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:

- Replace TXV on chiller at Hess Hall.
- Replace controllers for circuit #2 on chiller at the Middlebrook Building.
- Rebuild secondary chilled water pump serving Andy Holt Tower.
- Installed a new condensing unit in one two-door research refrigerator and replaced one research refrigerator at the Jessie Harris Building.
- Refurbished a three-door reach-in refrigerator at Presidential Court.
- Install new condensing unit at 2111 Terrace for Environmental Health and Safety.

Electrical Services:

- 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 Entrance LED Lighting – Sorority Village
- UTFS SV Events
- UTFS SV Destination and Imagination
- New Construction – Fire Alarm/Building Security support

Steam Plant:

- Special thanks to all the Steam Plant employees, plumbing shop, electric shop and all the contractors involved in the power and steam outage at the Steam Plant.
- We all worked great together and got everything back up and running on May 18. We had some issues but were able to solve all the problems and get everything running.
- Everyone worked 12 and 14 hour days for 7 days and got a great deal of work done in a short time. It is a blessing to have so many people that are willing to work so long and so hard to provide the steam that the campus needs.

DESIGN SERVICES

Codes Enforcement:

- Campus building fire protection systems testing.

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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.

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

Facilities Services Vacancies

Material Control Clerk - Departmental Search - Requisition ID 14000000H9

Carpenter I - Facilities Services - Requisition ID 14000000GC

Landscaping Aide I - Departmental Search - Requisition ID 140000007C

Custodian I (Building Services Aide I) - Requisition ID 140000002D

Assistant Building Services Foreman, Building Services - Requisition ID 1300000108

Painter I - Temporary - Requisition ID 13000000D1

**BIG ORANGE
FRIDAY** 
EVERY FRIDAY

**HAVE A COMMENT
OR CONCERN?**

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

We look forward to hearing from you!

**Check out our new Employee
of the Month Web page at
fs.utk.edu** 