

Facilities Services Weekly

NOVEMBER 9, 2015

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

See the last page of this newsletter for Facilities Services Holiday Party Info

ADMINISTRATION

Special Projects:

Archibus:

- Training Aids for Archibus procedures can be found at <https://tiny.utk.edu/fstraining> (bottom of the page on the left). If you have any questions concerning any of the training aids or need additional training, please contact the Training Team or the Archibus Team.
- Don't forget to check your email on a regular basis for any Archibus notifications (leave request approvals/rejections, work requests issued, materials ready for pick up, etc.) And periodically, you may receive an outage notice from the Archibus Team.
- Do not forget to use the Clear Cache icon every morning and throughout the day. When you use the "clear cache" icon, it updates Archibus with the most recent updates. If you do not have a clear cache icon, please contact Brock Ellis at bellis6@utk.edu or Jim McCarter at jvm@utk.edu.

FACILITIES OPERATIONS

Building Services:

Arena:

- Monday, November 9th: Lady Vols Basketball Game vs. Carson Newman at 7:00 p.m.
- Tuesday, November 10th: Stevie Wonder Concert 8:00 p.m.
- Wednesday, November 11th & Thursday, November 12th: High School Jamboree at 5:00 p.m.
- Friday, November 13th: Men's Basketball Game vs. UNC - Asheville at 7:00 p.m.
- Saturday, November 14th: Football Game vs. North Texas - 12:00 p.m. kickoff.
- Sunday, November 15th: Lady Vols Basketball Game vs. Central Arkansas at 2:00 p.m.
- We are setting up for seven other events outside Thompson Boling Arena.
- Also cleaning carpet at the Skybox's and stocking the football Stadium restroom's for next Saturday's home game.

Recycling:

- UT Recycling hosted 98 volunteers this past weekend between game day recycling and a Fort Sanders clean-up.
- UT Recycling will be hosting an America Recycles Day event November 16th on Pedestrian Walkway. Visit the table to talk about recycling and to receive fresh cookies!
- UT Recycling will also be showing "The Clean Bin Project" documentary on November 16th in Hodges Auditorium at 7 p.m. Join us to learn more about zero waste living!

Totals for week of 10/25 - 10/31:

- Bottles/Cans: 8940 lbs.
- Paper: 10,680 lbs.
- Cardboard: 12,860 lbs.
- Manure: 17,800 lbs.
- Compost: 13,600 lbs.
- Total: 63, 880 lbs.

Current Fiscal Year Totals:

- Bottles/Cans: 217,020 lbs.
- Paper: 240,800 lbs.
- Cardboard: 331,890 lbs.
- Manure: 173,400 lbs.
- Compost: 196,700 lbs.
- Total: 1,159,810 lbs.

Building Finishes:

Sign Shop:

- Worked on signs for Parking Services.
- Worked on room signs for Perkins Hall.
- Replaced elevator signage at Hodges Library.
- Worked on signage for the Blue Phones.
- Worked on new building sign.
- Worked on various name plates.

Paint Shop:

- Finished punch list at Henson Hall.
- Painted doors to stairwells at Humanities.
- Finished exterior painting at White Ave. Daycare.
- Worked on common areas at SERF Building.

BUILDING FINISHES CONTINUED ON PAGE 2

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BUILDING FINISHES CONTINUED:

- Painted 3rd hallway at HPER.
- Worked on kitchen area in room 326 at HPER.

Building Finishes:

- Worked on cone zone signage.
- Worked on installation of new building signs.
- Poured concrete pad at Neyland Stadium.
- Installed coat hooks at Greve Hall.
- Installed diploma in the Student Union.
- Worked on organ trim at Alumni Memorial.
- Installed a set of exterior doors at Auxiliary Services.

Landscape Services:

- Pre and post-game support at South Carolina game.
- Spot treatment of broadleaf weeds in turf areas continues.
- Landscape renovation near Ayres Hall flag pole complete.
- Tulip bulbs installed in seasonal flower beds
- Pedestrian Walkway: Replace planter damaged by vehicle on west end.
- Remove old building signs where new ones have been installed.
- Min Kao: Conduit installation along Cumberland Ave. between Estabrook Rd. to pedestrian bridge tie-in.
- Gas pipeline landscape punch list walkthrough.
- Inventory and develop a plan for street tree replacements this winter.
- Assisted Urban Forestry Intro to Arboriculture class.
- Prune Lacebark Elms on Andy Holt Ave.
- Prune trees in Massey courtyard to improve lighting and open the space up.
- Develop plant estimates for Second Creek Reforestation Project.
- Met an AP Science class from L&N STEM Academy to review Second Creek Reforestation project.
- Coordinating talks with Urban Forestry and Facilities Services staff to develop tree inventory data collection tools (i.e. PDA, laptop, GPS and etc.).
- Inventory rose population in Sorority Village to develop a Rose Rosette virus management plan.
- Campus wide leaf removal.

- Nursing: Adjust grade to correct drainage and remove sidewalk at NW corner for drain installation/replacement continues.
- Monitor irrigation systems and make repairs/adjustments as needed.
- Landscape Academy: Conduct two training sessions per week with existing staff.

Lock & Key:

- English Language Institute – front door lock broken.
- Music Bldg. – repair lock.
- Claxton Education – rekey lock.
- Art & Arch. – unable to unlock door.
- Pratt Pavilion – repair exit hardware.
- Auxiliary Services- replace exit hardware/new doors.
- Fred Brown/Subway – safe will not open.
- University Housing – many recores and repairs.

Rapid Response Team:

- Hanging Home coming banners.
- Moves at Student Services, Telephone Services, & Taylor Law.
- Events at Fiji Island, Greve Hall, Pedestrian Walkway, Circle Park, the Rock, Art & Architecture, TREC, Dunford, Haslam Building, Black Cultural Center, and Claxton Education.
- Football games and all other work requests that come in during the week.

ZONE MAINTENANCE

Zone 2:

- Changing belts & greasing bearings on exhaust hoods on roof, changing filters on air handlers at Jesse Harris.
- Hodges Library:
 - Changed filters in the stairwell air supply unit.
 - Changed belts on restroom exhaust unit.
 - Installed new belts on west four return air fan.
 - Reinstalled two arm rests on seats in the auditorium.
- Unstopped toilet in the main men's restroom on the first floor.

ZONE 2 CONTINUED ON PAGE 3

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ZONE 2 CONTINUED:

- Removed leaves from our dry wells and around building as needed.
- We removed a water fountain from the wall and replaced the water control assembly and cartridge.
- Installed new copper water lines and replaced rusted out p-trap on ground floor at One Stop.
- Dunford and Greve Hall: working on changing steam traps.

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Austin Peay filters.
- Stocking Student Union.
- Walters Life lighting project.
- Customer Service training.
- Recycling.

Zone 7:

- In Dougherty we worked on Environmental Health & Safety list, changed filters in several AC units, cleaned machine room, worked several doors.
- Replaced ceiling tile in several room, unclogged several bathroom sinks.
- In Min Kao we replaced ceiling tile in several classrooms, checked lighting and replaced as needed, unclogged several toilets and sinks.
- In Perkins & Ferris we installed new sanitary napkin boxes, cleaned and straightened the attic, removed recycled bulbs & ballasts, and exercised the emergency generator.
- In Tickle checked the room temps in rooms 512, 513, 518, 225G, and 225H.
- South Stadium: worked steam trap.
- In SERF we worked on cleaning the penthouse, unclogged several toilets, went to team building class, and checked and replaced lighting as needed.
- Changed belt on AH #11 and exhaust fan on #18.
- General building maintenance.

Zone 8:

- Leaves are falling rapidly. We continue to clean our roofs and gutters.

- Our team continues to install LED wall packs for energy efficiency.
- We continue to work on our inspection list. This will help improve our areas.
- One Call will be checking exterior lighting and working in restrooms across campus between calls.

Zone 9:

- HPER: cleaning mechanical rooms, changed acid pump for pool, cleaned dry wells, policed building.
- Andy Holt Tower: hauled off garbage, answered multiple calls, policed building.
- Communications: changed ceiling tile, had building power outage, policed building.
- Student Services: policed building, replaced covers for lights.
- McClung Museum: policed building, cleaned light fixtures.
- Music: policed building, cleaned cob webs, cleaning continues.
- A&A: roofed inside office, cleaning up, changing lights.
- TREC: cleaning, changing ceiling tile.
- Student Aquatic: cleaning.
- Clarence Brown Theater: policing, cleaned pond and gutters.

Zone 11:

- Checking lights and restrooms for clogged up toilets and leaks from the previous game and also preparing for our homecoming game this Saturday.
- Neyland Thompson, Brenda Lawson, and Anderson Training center: we are working on lights and restrooms for recruits and visitors, also continuing to work on cleaning our machine room.
- Regal Soccer, Softball Stadium, and Volleyball facility: we are working on general maintenance and preparing to winterize Regal after their season.
- Goodfriend Tennis: we are working on general maintenance issues for the tennis tournament.
- Allan Jones: working on general maintenance issues and working the swim meets that are going on now.
- Thornton Athletic: we are working on general building maintenance and recently changed filters.

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COMMUNICATIONS

Information Services:

- Working with vendor on wireless door lock testing.
- Help with Skybox computer.
- Assist contractor with campus computer access.
- Troubleshoot email & cell phone issues.
- Working on printer in Training lab.

Communications:

- Our office is working with Plumbing & Heating and Employee Training & Development to plan the upcoming Facilities Fundamentals Workshop.
- We are putting together materials for the TNAPPA Kick-off meeting. If you are a volunteer on one of the TNAPPA committees, please join us at the meeting from 1:00 to 2:30 p.m. on Thursday, November 9th in the Ray Mears Room at Thompson Boling Arena.
- The Facilitator was distributed last week. All newsletters can be found on the Facilities Services Web site <http://fs.utk.edu/>.
- Work continues on the APPA FPI Survey.
- Holiday Party Planning is in full swing. This year's Facilities Services Holiday Party will be held at 12 p.m. December 10th at the TN Terrace.
- Work on the Service Guide continues.
- We organized a media availability at the Steam Plant to announce the beginning of the third phase of the Steam Plant Conversion Project.
- Various releases have been sent out through our office.
- The first executive committee meeting for the Big Orange Family Campaign has been held. We will be reaching out for volunteers in the next few weeks.
- Congratulations to the winners of the 3rd Quarter perfect attendance award: Leon Cannon, Judy Welch, Joshua Smyser, Paul Hash, Ian Sutherland, Matthew Barlow, and Michael Raper.
- Updates to the Cone Zone site and the placement of Cone Zone signs continues.
- You can help us name our next Employee of the Month by submitting a nomination form [here](#).
Hard copies are also available for download on the Web page. You can contact Brooke at bsteve14@utk.edu for more information.

Sustainability:

- The Office of Sustainability is happy to report that we are wrapping up the POWER Challenge! You can expect the final rankings early this week. We will also be working to promote and support UT Recycling's Zero Waste Gamedays throughout the month of November.

UTILITIES

Air Conditioning Services:

- Switching dorms over from air conditioning to heat.
- Piping in c/w coil at nuclear.
- Rebuild #2 tower pump at Reese Hall.
- Installing second a/c unit at Annex B.
- Servicing air compressor at Hesler Biology.
- Making repairs on freezer at Art and Architecture.

Electrical Services:

- UTFS Security system Upgrade – Campus.
- UTFS Fire Alarm Systems – FA System Operations.
- New Construction – Fire Alarm/Building Security support.
- UTFS Metering/Wireless.
- UTFS HV Support Steam Plant – High Voltage Equipment.
- UTFS Contract support – New Gibbs.
- UTFS Contract support – New Parking Garage.
- UTFS Contract Support – New Strong Hall.
- UTFS Contract Support – New Facility Services Complex.
- UTFS UT Events – Week.
- UTFS Thompson Boling Arena – Fire Watch.
- UTFS Contract support – 13th & Cumberland.
- UTFS Home Football Game.

Plumbing & Heating:

- Wayne Stalans' steam crew is gearing up for heating season by piping in a new chiller at Hodges Library. Also he has been demoing old piping for a new water station at Hoskins Library.
- Todd Curnutt's crews have been installing new bottle fillers and low flow fixtures, unstopping sinks and show-

PLUMBING & HEATING CONTINUED ON PAGE 5

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PLUMBING & HEATING CONTINUED:

ers, and repairing leaks all over campus.

- Jeff Miller's crews has been working on a new water main and station at Hoskins Library and installing new down spouts and snaking and flushing lines at Food Safety. The crews have also been repairing and installing handrails all over campus. We also had crews to work the ball game inside and outside the stadium.
- Any other emergencies that come up.

**HAVE A COMMENT
OR CONCERN?**

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

We look forward to hearing from you!

FACILITIES VACANCIES

Asst Bldg Services Foreman (Four Positions) -
Requisition ID - 1500000139

Building Srvs Foreman - Requisition ID -
1500000138

Maintenance Specialist (Four Positions) -
Requisition ID - 1500000134

Landscape Aide I (Three Positions) - Requisition
ID - 150000013A

3rd Shift Custodian (Building Srvs Aide I) -
Requisition ID - 15000000WL

2nd shift - Air Conditioning Spec I - Requisition
ID - 15000000N7

Carpenter I - Requisition ID - 15000000S2

Welder II - Requisition ID - 15000000Q3

Custodian (Building Srvs Aide I) - Requisition
ID - 15000000PB

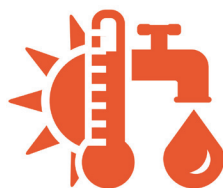
Landscaping Aide I Seasonal tempory work -
Requisition ID - 15000000B5

Painter I - Requisition ID - 14000000YW



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Facilities Fundamentals: **Do It Yourself Plumbing Essentials**



Presented By:

Wes Willoughby

FS Plumbing & Heating Unit

Hosted By:

RSVP & More Info at:
<https://tiny.utk.edu/UTPlumbingWorkshop>



FACILITIES SERVICES

Facilities Services Weekly

NOVEMBER 9, 2015

Please join us at the 2015 Facilities Services

HOLIDAY PARTY

Thursday, December 10

Beginning at Noon

The Tennessee Terrace at Neyland Stadium

Lunch, Door Prizes and Holiday Cheer!

For more information please contact
Brooke at 214-7662 or bsteve14@utk.edu

Bus Schedule and Route:

11:00 a.m.

Steam Plant

11:05 a.m.

Nursing on Volunteer

11:10 a.m.

Intersection of James Agee Street and White Ave.

11:15 a.m.

Conference Center

11:30 a.m.

The Hill (Nielsen Physics)

11:35 a.m.

(Intersection of Mille Way and Circle Drive)

11:40 a.m.

Ag Campus (Bus stop between Ellington and Brehm)

11:45 a.m.

Facilities Services Building (on Volunteer)

