

FACILITIES SERVICES WEEKLY

November 17, 2014

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

ADMINISTRATION

Special Projects:

- **Archibus:** Work continues with our vendor concerning the critical updates to Archibus. NOTE: Archibus Training has now resumed.

ADMIN & SUPPORT SERVICES

Admin & Support Services:

- We received our new UT logo last Friday for the uniforms. We are still gathering orders so that we'll be set to go once all approvals of the logo are in place.
- Employees in Zone Maintenance will no longer be using Flame Resistant (FR) uniforms, but they will use FR coveralls instead. These employees should keep their FR uniforms and launder them at home from now on. The coveralls will be laundered on a weekly basis, but the FR uniforms in Zone Maintenance will no longer be laundered. Laundry services in other areas will remain the same.
- Replacement cotton uniforms for ZM employees will be ordered soon, if not ordered already.
- Currently we are collecting uniform orders for AC Services, Building Finishes, Zone Maintenance Sector B, ZM Dining Halls, ZM Residence Halls, Building Services (group 1, last names A-M), Sanitation Safety/Pest Control, and Lock & Key.
- In December, we will begin collecting orders for Building Services (group 2, M-Z), RRT, Admin. Services, and ZM Athletics.
- If you have questions about ordering uniforms, please contact your shop's administrative assistant or Amanda Ruelle at aruelle@utk.edu or 974-2802.

FACILITIES OPERATIONS

Building Finishes:

Sign Shop:

- Installing new signage in SMC.
- Making signs for Parking Services.
- Making signs for 11th Street Parking Garage.
- Making signs for Steam Plant.

Paint Shop:

- Painting at 1817 Melrose Ave.
- Repaired & painted sheetrock at Haslam Music Center.
- Worked on exterior of South College.
- Painting common areas at Jessie Harris.
- Worked on plaster repair at 602 Ferris Hall.
- Repaired wall & ceiling at Haslam Business Building.

Building Finishes:

- Installed benches at McClung Tower.
- Repaired sheetrock at Haslam Music Center.
- Replaced engraved bricks at Circle Park.
- Tuck pointed brick at Dabney Buehler Hall.
- Installed base at Jessie Harris.
- Replaced door at Andy Holt Apt.

Lock & Key Services:

- Early Leaning Center, 2016 Lake Ave. - install intruder locks.
- Material Science & Tech. Unit - repair head bolts will not release.
- Austin Peay - repair file cabinet.
- Maintenance cores - setup and installation.
- Residence Halls - recores and repairs.

ZONE MAINTENANCE

Star Team:

- Controls at SERF.
- Buelher rooms 214+211.
- Building scoping.
- Perkins room 112.
- Buelher room 602- 604.
- Elevator cross-training.

Zone Maintenance Zones:

Zone 3:

- Working on Fleming Warehouse gas heaters.
- Worked on several Fraternity House doors.
- Working on AHU's at Student health.

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ZONE 3 CONTINUED:

- Repaired Handicap doors at HPER.
- Closed outside air louver in boiler room at Auxiliary services.
- Working on outside lights at Black Cultural Center.
- Repaired water leaks at Student Health Clinic.
- Repaired water leaks at HPER.
- Worked on security light at Equity & Diversity, (ordered new light).

Zone 5:

- Checking a/h equipment for cold snap.
- Repairing lighting in SMC bathrooms.
- Coordinating with assistant dean of Haslam for Governor's arrival.
- Helping set up for governor Haslam's arrival.
- General maintenance.

Zone 8:

- Zone 8 is busy preparing for cold weather.
- We are working on heating issues and always preparing for the worst.
- We had a steam converter fail in McCord Hall.
- Thanks to David Ridings and his crew for their hard work.
- We will be busy changing filters and belts.
- Some of our team members will be in Archibus training this week.
- We would like to welcome Mike Raper to our Zone. He is currently training at JJARTU.
- Work continues at University Ave. The furniture is almost removed and will be ready for renovation.
- We work daily to provide the best customer service possible. We take pride in keeping our people comfortable and happy.

Zone 11:

- We are working on unstopping drains and unclogging commodes, and lights and ballasts at Neyland Stadium, and preparing for the next game on November 22nd.
- We are also working on lights, ballast, and restrooms at Neyland Thompson, Brenda Lawson, and Anderson Training center, for recruits and visitors.
- Going through all buildings in the zone and switching over to heat.

- At Goodfriend Tennis, Lindsay Nelson, Thornton Athletic, Alan Jones Aquatic Center, Joan Cronan Volleyball center working on general maintenance issues.
- Also we are preparing to winterize Neyland Stadium, the outdoor tennis center, and preparing to keep Neyland stadium from freezing this weekend and next.

COMMUNICATIONS

Training:

- Archibus training continues this week for Supervisors and their second in commands. Please check your emails and register for a class.
- Customer Service training scheduled for the night "One Call" phone carriers.
- Facilities Services University is set to launch in January 2015.
- Look out for this new training program coming soon to a Unit near you.
- Instructor training continues with Landscape crew in preparation for the new training program scheduled to begin in January.
- Working on correcting critical violations noted in the Environmental Audit done in June 2014. Updates will be sent to Environmental Health and Safety (EHS).

Communications:

- We would like to thank everyone who took part in the Facilities Services Employee Engagement Survey Sessions last week.
If you would like to fill out a hard copy of the survey, but were unable to last week, please contact Brooke in Room 203 at 214-7662 or Keisha in Room 134 at 974-2510. The deadline to submit Employee Engagement Surveys is this Friday, November 21.
- Thank you to everyone who donated coats to the UT College of Social Work Phi Alpha Honor Society Coats for the Cold campaign. This year we had 13 coats donated by our employees.
- Work continues on our department's APPA Facilities Performance Indicators Survey. We have completed more than 70 percent of the survey. We currently have three more sections to complete.

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COMMUNICATIONS CONTINUED:

- We continue to plan the Facilities Services Holiday Party. This year the party will be held in the TN Terrace at noon, Wednesday, December 17th. Stay tuned for more details.
- We are working on the beginning phases of the Facilities Web site update.
- We attended a check presentation with Building Services last week.
- The Facilitator will come out in early December, if you would like to include an item in the bi-monthly newsletter, please contact Brooke.
- We are still working to completely update our department's Web site directory. If you have not already done so, please contact Brooke with your up-to-date office contact information at bsteve14@utk.edu.
- REMINDER: You can always nominate a deserving member of our team for Employee of the Month at fs.utk.edu.

UTILITIES

Air Conditioning Services:

- Preparing for the first blast of winter weather.
- Performing integrity and pressure testing on existing tower water lines at Hoskins Library.
- Assist Construction with installation of new fan coil unit in Morgan Hall.
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- GO VOLS!

Electrical Services:

- UTFS Security system Upgrade– Campus.
- UTFS Fire Alarm Systems – FA System minor repairs/Testing various buildings on Campus.
- UTFS Football Game Support – Electrical, Fire Alarm, Building Security.
- UTFS SV Events.
- New Construction – Fire Alarm/Building Security support.
- UTFS HV Installation of new 13.2KV Switch HV Aquatic Center.
- UTFS Metering/Wireless.
- UTFS HV Strong Hall Temporary Power.
- UTFS West Campus Support.

Steam Plant:

- The boiler representative has lit the new boiler off.
- We were in the process of bring it up on natural gas last Thursday to produce steam through a range up to 100 percent of capacity .
- He lit the boiler off on oil on Friday and ran it through its ranges like he does on natural gas.
- They will look over all their data from the natural gas firing and oil firing and make adjustments from there.
- The predicted low for Friday morning and Saturday morning is in the low to mid 20s and our steam load will go up quite a bit.
- We were producing around 155,000 pounds of steam per hour Thursday morning.

DESIGN SERVICES

Project Management:

Master Planning:

- Utilities Master Plan.
- Hill Master Plan.

Programming:

- Engineering Services Building.

Schematic Design:

- University Ave. buildings.
- Austin Peay handicap ramp.
- Baseball Stadium pressbox.
- West Campus Redevelopment.

Construction Documents:

- The new residence hall and parking garage planned for the former Gibbs Hall and Stokely Athletic Center sites, respectively .
- New Support Services Building on Sutherland (ER4).
- 13th & Cumberland lab building.
- New classroom/laboratory building planned for the Strong Hall site.

Construction Administration:

- Henson Hall interior renovation.
- New classroom/laboratory building planned for the Strong Hall site.

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CONSTRUCTION ADMINISTRATION CONTINUED:

- New University Center (Phase 1).
- New Support Services Building on Sutherland Avenue (ER1).
- New residence hall and parking garage planned for the former Gibbs Hall and Stokely Athletic Center sites, respectively.
- Volleyball Practice Facility.
- JIAMS Building.

Landscape Response Team:

- Ayres Hall North Slope / West Connector project: begin fall tree planting.
- East Edge Campus Improvement Project (Second Creek): finalizing 100% CD set.
- Supervising the new Strong Hall's site development and tree protection.
- Updating the Campus Landscape Vision and Site Standards.
- Wayfinding Master Plan: mocking up building signs; developing assembly and installation documents.
- Preparing bid documents for TREC landscape installation.
- Torchbearer Plaza and Circle Park. Met with turf science professors to determine a plan to better manage the lawn space.

CONSTRUCTION SERVICES

Construction:

Current Projects (In-House):

- Stokely Management 720 conference room: electrical added, new carpet installed, and new paint.
- Stokely Management plaza area add outlets.
- Stokely Management renovation of second floor lounge.
- Dougherty room 110 welding lad renovation.
- Dougherty 102 machine shop reconfiguration.
- Brehm Animal Science room 149 create new office space.
- Perkins Hall room 51 renovation of room to make space for new student work area.
- University Commons bookstore install security system.

- Cumberland and Seventh—Continuing to close out punch list items.
- D-14429—Completed ADA route through Austin Peay to top of hill.
- D-15033—Finishing up converting Haslam 607 to a conference room.
- Austin Peay second floor renovation—Finalizing construction contract with GEM Technologies, Inc.
- Classroom 2015 summer projects—Working with Sanders and Pace on design of project.
- Henson Hall renovation.
- DAS projects in Neyland and TBA.
- SERF lab 522 reconfiguration.

98 Percent:

- Presidential Court ventilation and alarm in CO2 room.
- Glazer Building install projector and sound add wiring.

Construction Management:

Current Projects (Bid Projects):

- Henson Hall - Renovations to building.
- Neyland Stadium - DAS installation throughout stadium.
- Thompson-Boling Arena - DAS installation throughout arena.
- 11th Street Garage - Installation of solar panel, charging stations, connect to Min Kao building for experiments.
- Dougherty Engineering - Unit Ops on 1st floor.
- Dougherty Engineering - Unit Ops on entire 6th floor.
- Dougherty Engineering - Lab renovation on 3rd floor.
- Campus Roofs - 16 roofs either working or scheduling to start.

Estimating:

- Tandec renovation - T-11029, T-11424.
- Perkins Hall - T-11279.
- Hess Hall - converting dorm rooms into offices.
- South College -renovating room 107 for faculty office and graduate research assistant work space.
- Dunford Hall - renovations for Disability Services moving into space.
- Art and Architecture Building - replacing sinks in room 241 for the Art Department.