

# Facilities Services Weekly

NOVEMBER 16, 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](mailto:bellis6@utk.edu) or Jim McCarter at [jvm@utk.edu](mailto:jvm@utk.edu).

## FACILITIES OPERATIONS

### Building Finishes:

#### **Sign Shop:**

- Completed interior signage at University Ave. Building.
- Working on exterior signage for University Ave. Building.
- Worked on fuel tank labels for Steam Plant.
- Worked on various nameplates.

#### **Paint Shop:**

- Working on common areas at SERF Building.
- Worked on plaster repair at Hodges Library.
- Painted kitchen area in rm. 31A at HPER Building.
- Repaired and painted 3rd floor hallway at HPER Building.

#### **Building Finishes:**

- Worked Cone Zone Signage.
- Installed pictures at Dunford Hall.
- Installed shelving and white boards in Facilities Services.
- Worked on bathrooms at HPER for plumbers.

### Building Services:

#### **Arena:**

- Tuesday, November 17<sup>th</sup>: WWE Smackdown at 7 p.m.
- Wednesday, November 18<sup>th</sup>: Lady Vols Basketball Game vs. Penn State at 8 p.m.
- Thursday, November 19<sup>th</sup>: Men's Basketball Game vs. Marshall at 7 p.m.
- Friday, November 20<sup>th</sup>: Lady Vols Basketball Game at 7 p.m., Allan Jones Swim Meet UT Invite from 10 a.m. to 6 p.m.
- Saturday, November 21<sup>st</sup>: Allan Jones Swim Meet UT Invite from 10 a.m. to 6 p.m.
- Sunday, November 22<sup>nd</sup>: Men's Basketball Game vs. ETSU at 12 p.m., Allan Jones Swim Meet UT Invite from 10 a.m. to 6 p.m.

### Recycling:

- Congratulations to the UT Recycling/Building Services employees for making the South Carolina game a 69.57% diversion rate!

### **Totals for week of November 1 through 7:**

- Bottles/Cans: 22,920 lbs.
- Paper: 11,400 lbs.
- Cardboard: 24,760 lbs.
- Manure: 14,400 lbs.
- Compost: 18,700 lbs.
- Total: 92,180 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.

### Lock & Key:

- Early Learning Center – repair lock.
- Music Bldg. – Practice rooms- repair and adjust.

LOCK & KEY CONTINUED ON PAGE 2

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## LOCK & KEY CONTINUED:

- Stokely Management Center – Repair or replace all stairwell exit devices.
- University Ave. – install cores & keying building.
- Perkins Hall – install lock.
- Ellington Plant Science – repair lock.
- Student Union – rekey several exits.
- University Housing – many recores and repairs.

## Landscape Services:

- Pre and Post-game support (N. Texas)
- Spot treatment of broadleaf weeds in turf areas (cont.)
- Pre-winter fertilizer application to lawn areas
- Assist Bio-Systems Engineering with installation of Rainwater Garden grant project at Jane and David Bailey Education Bldg.
- Assist Department of Civil and Environmental Engineering with installation of silva cell research project on Ag Campus
- Tulip bulbs installed in seasonal flower beds
- Remove old building signs where new one have been installed
- Min Kao: Conduit installation along Cumberland Ave. between Estabrook Rd. to pedestrian bridge tie-in
- Inventory and develop a plan for street tree replacements this winter
- Develop plant estimates for 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. (cont.)
- Inventory rose population in Sorority Village to develop a Rose Rosette virus management plan (cont.)
- Leaf removal (campus wide)
- Nursing: Adjust grade to correct drainage and remove sidewalk at NW corner for drain install/replacement (cont.)

- Monitor irrigation systems and make repairs/adjustments as needed
- Landscape Academy: Conduct two training sessions per week with existing staff

## Rapid Response Team:

- Moves at SMC, Student Services, Conference Center, and Facilities Services.
- Events at SERF, Pedestrian Walkway, and Student Health Clinic.
- Hanging banners.

## **ZONE MAINTENANCE**

### Zone 2:

- Senter Hall: fire caulked walls in room 126
- Blount Hall: repaired a/c heat wall unit room 111 and mop sink faucet in room A303B
- Replaced fuses, realigned blower motor pulleys, and replaced belt on liebert unit.
- Still working on steam traps in Dunford Hall.
- Hodges Library: changed 12 t-8 bulbs on 3<sup>rd</sup> floor and two LED bulbs at circulation desk; installed new ceiling tiles on 6<sup>th</sup> floor, removed broken floor tiles in hallway at shipping & receiving; replaced broken restroom stall latch on 4<sup>th</sup> floor; replaced stained ceiling tiles in 4<sup>th</sup> floor stacks area; calibrated thermostat in room 253, cleaned loading dock and removed cobwebs from all dock lights; unstopped toilet on 2<sup>nd</sup> floor men's restroom; repaired door closer at Melrose entrance on the north side.

### Zone 8:

- Our zone continues to work on our inspection lists making needed repairs.
- We are working on our heat units, changing filters, and checking thermostats to keep our customers comfortable.
- With the change in temperature, our Greenhouses depend on heat lamps to maintain their experiments. We are repairing fixtures to meet their needs.
- We continue to install LED lighting to make our Campus more energy efficient.
- One Call continues to work on exterior lighting along with answering a wide range of calls.

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## COMMUNICATIONS

### Training:

- All new employees, regardless of status (term, student, full time regular) must process through our office. This includes any employee who has been rehired. Please notify the Training Department and let us know who your new employees are at least a week in advance.
- Supervisors are reminded to gather their employees to electronically fill out their Conflict of Interest forms. These forms are mandatory. Please allow your employees to use and build on the computer skills we have been providing over the last two years.
- If someone transfers from one shop to another, we need to know about it. We have to process them and make sure they get the required additional training.
- Zone Maintenance Group 4 will have Module 2 of their Customer Service training on Wednesday, November 18.
- Mid-month is here. We are currently sitting at about 20% complete for November mandatory OSHA training.
- Working with the Construction and Design units to plan and deploy a Project Management Certificate program.

### Communications:

- Thank you to all of the committee volunteers who attended last week's TNAPPA Conference kickoff meeting. We are currently going over all of the information your groups provided and will send out updated information and answer questions within the next few weeks. We will also be in touch with the next meeting date which will be in January. We are happy to field any other additional questions you may have. Please contact Brooke at [bsteve14@utk.edu](mailto:bsteve14@utk.edu) for more information.
- We are making progress on the 2015 APPA FPI Survey. It is our goal to have the survey complete within the next two weeks.
- Holiday Party Planning continues. This year's Facilities Services Holiday Party will be held Thursday, December 10 beginning at noon at the TN Terrace at Neyland Stadium. Please see the last page of the newsletter for bus schedule and more information.
- We are working with members of the Plumbing and Training teams to finalize all of the information for this week's Facilities Fundamentals Workshop. Thank you to everyone involved for all of your hard work.

- The smoke stack at the Steam Plant will begin to come down this week. We are working to install a GoPro camera to capture time lapse footage of the demolition.
- Our customer satisfaction surveys have now officially closed. We are currently tabulating the results and will publish them as soon as possible.
- Thank you to everyone at the Steam Plant for helping to make our media availability a success last week.
- Work continues on the department's service guide. We are still waiting on information from several units, but plan to have the first draft of the guide complete before the end of the year.
- We are gathering information for the department's next projects catalog that will cover the fall and spring semester. If you have been asked to provide any information and have questions, please contact Brooke at 214-7662.
- Help us continue the success of the Employee of the Month program and submit a nomination today! Online and hard copy nomination forms can be found on the [Facilities Web site](#).

### Sustainability:

- We are currently conducting our annual paper purchasing inventory, as well as working with Facilities Services Communications Coordinator, Brooke Krempa, on capturing a time-lapse of the coal stack take down.
- A University of Florida Sustainability Fellow focused on UF's Zero Waste Athletics' initiatives shadowed UT Recycling's Zero Waste Gameday this past Saturday.
- We also had a composting grant follow-up meeting to discuss the ongoing TDEC (Tennessee Department of Environmental Conservation) composting grant.

## UTILITIES

### Air Conditioning Services:

- Rebuilt heating water pumps at Morrill Hall.
- Rebuilt condenser water pump at Reese Chiller Building.
- Performing repairs to chiller at Auxiliary Services.
- Repairing split system in room 232 Dougherty Engineering Building.
- Repairing pneumatic control air compressor at Hesler Biology Building.

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## 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 Support Steam Plant – Isolation Transformer Installation.
- 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 – 13<sup>th</sup> & Cumberland.
- Power Outage Work – Student Services, Andy Holt Tower.

## Plumbing & Heating:

- Wayne Stalans' crew has been working to repair steam leaks all over the campus.
- High pressure steam, low pressure steam, steam regulators and assisting maintenance with building steam traps and any other problems that comes up.
- Todd Curnutt's crew has been repairing leaks on the building heat lines at North & South Carrick hall, installing new low flow fixtures at McClung Tower, bottle fillers at SERF, and repairing water leaks at Reese hall.
- Jeff Miller's crew has been working a new water line and fire line at Hoskins.
- Any other problems that come up. We also had crews working the football game inside and outside the stadium.

## Steam Plant:

- Cut hole in breaching on roof to be able to shovel out old fly ash (over 13 yards of fly ash had to be shoveled).
- Painted out hall in the main office area.
- Closed up # 3 boiler and put it back on line.
- Steam Plant produced 16,549,048 lbs of steam.
- Work on the lighting in the steam plant.
- Removed and replaced feed water flow meter on #4 boiler.
- Worked on boiler reports.

## **CONSTRUCTION**

### Projects:

- 11<sup>th</sup> St. Pedestrian Bridge: paver replacement.
- Austin Peay: #409B & C wall removal, reconfiguration.
- Building Security upgrade: whole campus, ongoing.
- Communications/Student Services: 3<sup>rd</sup> floor patio: furnishings and lighting; #52: video editing suite renovation; #402: renovating kitchen to include new stove; #467 & 467A: wall removal, reconfiguration
- Conference Center: #B090H & K cubicle reconfiguration.
- Dabney Buehler: #432 & 432A laboratory renovation.
- Lake Ave. parking lots: improvements, continuing.
- Morgan Hall: 1<sup>st</sup> floor, several rooms, entrance remodeling, and card reader relocation; #125: Add emergency power and exterior concrete pad.
- Perkins Hall: corridor renovations; access card readers installations.
- Senter Hall: #125 add emergency power and exterior concrete pad.
- Vol Shop: slat wall installation.
- Roof replacements and repairs:
  - Baker Center 96%; Food Safety (Tile) 90%; Art & Architecture 90%

### Estimating:

- Art & Architecture: #121 move laser cutters to #457.
- Business Incubator: replace flooring and paint.
- Classrooms, several buildings: general interior renovations.
- Communications: #21 & 42B connect generator to UPS.
- Haslam Business Building: #517 new wall and door; 5<sup>th</sup> floor new glass doors to corridor.
- Hoskins Library: foundation waterproofing.
- Jewel Building: Fab Lab upgrade conference area electrical service.
- Johnson Animal Research: cooling tower renovation.
- Kingston Pike Building: #137 & 138 shower addition to restroom.
- McCord Hall: #299 add drinking fountain and sink; #61, 62, 104 & 210: new carpet and electrical work.
- Plant Biotech: whole building flooring replacement.
- Recycling: construct concrete basin for compost clean-out.
- Student Services: #305 remove grade box.
- TRECS: whole building window cleaning.

# Facilities Services Weekly

NOVEMBER 16, 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](mailto: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)

