

**Administration Facilities Operations Zone Maintenance Admin. & Support Comm. & Info Services Utilities Design Construction**

### ADMINISTRATION

#### *Administration:*

- Amanda is now taking care of uniforms (processing, ordering, data entry, problem resolution, etc.)
- Processing of Payroll and Personnel items.
- Paying invoices.
- Contract extensions and rebids.
- Processing weekly transfer vouchers.

### FACILITIES OPERATIONS

#### *Building Finishes/ Sign Shop:*

- Paint Shop: Painting Comm. And Student Service Bldg. and other work orders.
- Sign Shop: Making department, room, occupancy, and other work orders.
- Carpenter Shop: Repairing the Mall at Communications problem, repairing floor at Presidential Court bathroom, repairing closer at Kappa Alpha, and other work orders.

#### *Building Services:*

- Interviews have begun for Assistant Foreman Positions.
- A new Cleaning Certification class will be offered in the spring.
- Sunday cleaning service will cease after the Vanderbilt game and we will be scheduled Monday to Friday until at least New Years.
- Saturday Nov. 30th Lady Vols Volleyball Game Miss. State at 1:30 pm.

#### *Recycling:*

- Last week we cleaned out the recyclables from the Panhellenic Building.
- We worked with the student group Student Recovery Network to recover 606 pounds of food from the skyboxes at Neyland Stadium. The food will be donated through Second Harvest to local charities.
- We assisted with game day cleaning.

#### *Landscape Services:*

- Leaf removal continued...
- Pat Summitt Plaza – Preparation for dedication ceremony.
- Student Life Bonfire – Preparation, build and clean up.
- Vandy Game – Preparation and cleanup.
- TREC – Assist with steam line repair.
- Irrigation systems – Winterization continued.
- Plant memorial tree for Sigma Kappa.
- TBA - Assist Construction with new bollard replacements at pedestrian ramps.

#### *Lock & Key Shop:*

- Installing a couple of door closures at Fleming.
- Making sure every ones many worries about securing doors will be taken care of before we leave Wednesday.

**Administration Facilities Operations Zone Maintenance Admin. & Support Comm. & Info Services Utilities Design Construction**

### ZONE MAINTENANCE

#### *Star Team:*

- Buehler 204 labs.
- Morgan hall rm. 201 training on IRD tools.
- Scoping reports for Conference Center.

#### *Zone Maintenance:*

- Zone 1: Changed out large motor for roof exhaust fan that takes care of all the showers, at Massey hall.
- Zone 1: Getting ready to change out all the shower heads, at Massey.
- Zone 1: Working on steam leaks at Hess hall.
- Zone 1: Getting all of our things out of Gibbs hall, before the December 2, deadline.
- Zone 1: Got our Christmas trees for Clement hall, Reese hall, and Apartment residence hall, ready to go.
- Zone 9: We are draining fountains.
- Zone 9: Checking for proper heating in buildings.
- Zone 9: Repairing water leaks in McClung tower.
- Zone 9: Putting up the Christmas tree.
- Zone 9: Changing filters.
- Zone 9: Assisting contractors.
- Zone 9: Attended training classes.
- Zone 11: Getting ready for the last Football game.
- Zone 11: Winterizing athletic buildings.

### COMMUNICATIONS & INFORMATION SERVICES

#### *Training:*

- The new University-wide compensation related philosophy and policies are now available on the Training Web site.
- An event for IRD Balancing Model 258 training was held last week. Zone Maintenance recently purchased this piece of technical equipment to help maintainers repair machines that have balance issues. Maintainers will use the machine to stop early failure in its tracks. The equipment can tell you if your machine has excessive vibration and balance issues, then guide you to make a repair which will prevent failure.

#### *Communications:*

- The Facilitator will be distributed on Wednesday before the Thanksgiving Holiday.
- We are working toward the completion of the APPA Facilities Performance Indicators Survey.
- We are working on several releases for media distribution.
- Working toward the creation of three new employee programs to be launched in 2014.
- Details about the Facilities Services Holiday party will be distributed next week.
- Congratulations to everyone who worked toward the success of the Pat Summitt Plaza project which was dedicated last week.
- Follow us on Twitter @utkfacserv and like UT Facilities Services on Facebook.

**Administration Facilities Operations Zone Maintenance Admin. & Support Comm. & Info Services Utilities Design Construction**

### *Sustainability:*

- The Office of Sustainability has welcomed our new Sustainability Manager, Preston Jacobsen, who comes to us from the mountains of Western North Carolina.
- We have hit the ground running with some exciting new projects, including the data analysis of the P.O.W.E.R. Challenge (Apartment Residence Hall won the competition).
- The development of a Living Learning Community in Morrill Hall.
- Collaboration with the Recycling Office to further sustainability efforts across campus.
- We encourage you to stop by and/or send us any ideas involving energy savings, student activism or ways we can engage our community surrounding the university.

### UTILITIES

#### *Electrical Services:*

- UTFS HV Steve Bodenheimer earned AVO's Medium Voltage Cable technician certification this month. He joins Bucky Bayless and Rick Cannon on this program.
- UTFS Security systems – Campus.
- UTFS Fire Alarm Systems – FA System minor repairs/Testing various buildings on Campus.
- UTFS HV, UTRH support.
- UTFS– Campus Wireless Metering Installation.
- UTFS LV, Weekly and Weekend events.
- UTFS Battle of Fort Sanders celebration – Ayres Hall.
- UTFS Vehicle Task Force Meeting.
- UTFS Congratulations a job well done -Electrical support– Pat Summitt Plaza.

#### *Steam Plant:*

- We are producing the majority of steam using natural gas with boiler 3 on line on coal at minimum load burning around 52 tons of coal per day.
- With the colder temp yesterday we produced 3,725,344 pounds of steam and that was on a weekend.
- Our make-up water was 81,860 gallons.
- I would expect our steam production to be even higher today.

### CONSTRUCTION

#### *Construction:*

- Hesler Biology- Install internal shade cloth in greenhouses 2, 3, and 4.
- Racheff Research- Renovations, including back-up generator for non-life safety process.
- Stokely Management Center- Replace/upgrade the entire fire alarm system in the building.
- Student Health Clinic- Provide and install a door bell system for student entrée in room 201.
- UT Welcome Center- Additional improvements including exterior painting, cameras, and awnings.
- Morrill Hall- Revitalize kitchen area and dining area with new paint, ceilings, and flooring.
- Min H. Kao Building- Add power, networking and other amenities to the CURENT conference room.
- Art & Architecture Building- Remove wall between office suites 204/206 for new conference room.
- Temple Hall- Renovate the entire building for the Herbarium and Nursing simulation labs.
- Middlebrook Building- Renovate room 119.
- Dougherty Engineering- Phase II of fire repairs.
- James Haslam Building- Purchasing and install new modular office furniture room 343.

**Administration Facilities Operations Zone Maintenance Admin. & Support Comm. & Info Services Utilities Design Construction**

### *Construction continued:*

- 1643 Cumberland Ave.- Renovating entire building.
- Brenda Lawson Athletic Complex- Install new door operators and proxy readers on 7 doors.
- AG Campus- Purchase and install new lighting for the rugby field.
- Taylor Law Complex- Install new door for old telephone booth alcove.
- Conference Center Building- Renovations for the new Psychology Clinic.

### *FACILITIES SERVICES VACANCIES AS OF 11-22-13*

#### *Position Advertised:*

Air Conditioning Spec I  
Line Installer I  
Electrician I  
Heavy Equipment Mechanic  
Lawn Aide I

#### *Position #:*

20022642  
50034662  
20013041  
20012775  
20022933

#### *Position Advertised:*

Line Installer I  
Heavy Equipment Operator  
Service Aide I  
Exterminator II

#### *Position #:*

20010666  
20009861  
(3 Positions)  
20024332

