

Facilities Services Weekly

NOVEMBER 23, 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 Finishes:

Sign Shop:

- Worked on signage for University Ave Building.
- Working on signage for recycling.
- Working on various name plates.
- Working on graphics for one stop at Hodges Library.

Paint Shop:

- Painting common areas at SERF Building.
- Finished painting kitchen rm. 31A at HPER Building.
- Painted 3rd floor hallway at HPER Building.
- Working on plaster repair at Hodges Library.

Building Finishes:

- Installed glass marker board at Dabney-Buehler.
- Installed white board rm. 328 Baker Center.
- Installed new counter top at Communications.
- Installed brass plaque at Perkins Hall.
- Worked on new campus building signs.
- Repaired block wall at South Carrick.
- Installed Go Pro camera on Steam Plant Hill.
- Repaired sheetrock wall at Plant BioTech.

Building Services:

- Floor work has begun in most building to continue into next year so watch for continued improvement.
- Janitorial Service has begun at the new University Avenue Facility.

Recycling:

- We are #1 in the country currently for Game Day Recycling.

Totals for week of November 1 through 7:

- Bottles/Cans: 13,860 lbs.
- Paper: 14,980 lbs.
- Cardboard: 19,560 lbs.

RECYCLING CONTINUED ON PAGE 2

Facilities Services Weekly

NOVEMBER 23, 2015

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

RECYCLING CONTINUED:

- Manure: 8700 lbs.
- Compost: 18,440 lbs.
- Total: 75,540 lbs.

Current fiscal year totals:

- Bottles/Cans: 253,800 lbs.
- Paper: 267,180 lbs.
- Cardboard: 376,210 lbs.
- Manure: 196,500 lbs.
- Compost: 235,240 lbs.
- Total: 1,328,930 lbs.

Foremen week totals:

- Sheena Rhea: 16.45
- Becky Saylor: 20.43
- Robert Demonbrum: 13.75
- Donna Smith: 42.13
- Sandra Slusser: 29.65
- Marie Lemons: 24.75
- Joe VanCleave: 23.00
- Doug Mayer: 47.30
- Chris Mahoney: 8.68
- Ray Davis: 34.50
- Michael Weleski: 5.00

Lock & Key:

- Haslam Business – repair exit device.
- A & A – change codes and batteries on combo locks.
- Science & Engr. – 2nd floor loading dock doors repair locks.
- Henson Hall – repair lock.
- Ellington Plant Science – Install combination lock.
- Music Bldg – repair/adjust practice room doors.
- Housing Services – many repairs & recores.
- Football – lock core changes/all buildings perimeter stadium.

Rapid Response Team:

- Moves at Student Services, UT Conference Center and the Glazer Building.
- All other work requests that come in during the course of the week.

ZONE MAINTENANCE

Zone 2:

- Hodges Library: changed 17 t-8 bulbs in emergency southwest stairwell; replaced 10 light bulbs in the steam tunnel; replaced 6 t-8 bulbs & 1 ballast in Miles Reading Room; installed new love coupling on mcc1 – CPU #4 south machine room; removed leaves from all four dry-wells, general building maintenance.
- Working on steam radiators at Jessie Harris.
- Cleaned leaves out of gutters at Early Learning Center on White Ave.
- Haslam and SMC cleaning machine rooms, building valves in induction units, installed keyboard tray, office chair repair.
- General building maintenance.

Zone 7:

- SERF: working on the Christmas tree, worked on panic bar, work in room 735 to restore heat, assisted AC shop work on heat pump, cleaned penthouse.
- Dougherty: repaired hood in room 326, replaced ceiling tile in hall ways, worked on AC in rooms 323A & 501, worked water leak in 199M, cleaned machine rooms, replaced lights inside as needed.
- Perkins: replaced lights in room 57 ladies room, worked on leak in room 62, worked on door in 58.
- Tickle: on steam trap blow by, checked room temperature in 513, 515, 525G, & 525H, cleaned machine rooms.
- Min Kao: worked on ceiling tile in hallway, worked on cleaning penthouse, replaced light in hallway, worked on sink in 536, worked on light in 311, cleaned roof drains in south end.
- Pasqua: worked on AH 1 that is not worked clean Machine room.
- General building maintenance.

Zone 8:

- We continue to work on our inspection reports.
- Our team will be installing more LED lighting to conserve energy.

ZONE 8 CONTINUED ON PAGE 3

Facilities Services Weekly

NOVEMBER 23, 2015

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

ZONE 8 CONTINUED:

- With the arrival of cold temperatures we are double checking all of our heating systems.
- Leaves are still an issue. We continue to clean gutters and rooftops.
- One Call continues to answer a wide variety of calls. If you are here and need assistance call 946-7777.
- Thanksgiving is this week. We look forward to spending time with family and friends.

COMMUNICATIONS

Communications:

- Thank you to everyone who helped to make last week's Facilities Fundamentals Plumbing Workshop a success! Video of the workshop can be found on the department's YouTube next week.
- The 2015 APPA FPI Survey has been completed. We are waiting on final approval of our survey sections before the final submission is made.
- Planning continues for TNAPPA 2017. If you are a committee member, stay tuned for the next scheduled meeting date.
- 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.***
- Our customer satisfaction surveys have now officially closed. We are currently tabulated the results and will publish them as soon as possible.
- 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! Nomination forms can be found on the [Facilities Web site](#).

Information Services:

- Worked with Police Dept and Electric Shop on Seibold Server.
- Troubleshoot Outlook email errors.
- Ordered and tested wireless access point at Presidential Court.
- Working with DELL for credit on returned parts.
- Attend Employee Rep meeting and Lan Mangers meeting.
- Work on Wireless Lock testing at Construction and 22nd Street.
- Replace failed hard drive in Zone Maintenance computer.
- Setup new computer for Administrative & Support Services, payroll.

UTILITIES

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 – 13th & Cumberland.

Plumbing & Heating:

- Wayne Stalans' crew has been working at Earth & Planetary Sciences repairing the main steam regulator.
- Panhellenic: repaired steam regulator.
- Greve Hall: repaired steam regulator and condensate pumps.

PLUMBING & HEATING CONTINUED ON PAGE 4

Facilities Services Weekly

NOVEMBER 23, 2015

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

PLUMBING & HEATING CONTINUED:

- Piping in a chiller at Hodges.
- Todd Currnut's crew has been replacing cracked sewer lines at Carrick Hall and at Vol Hall.
- Campus Green project: installing new bottle fillers and low flow fixtures campus wide.
- Jeff Miller's crew has been working at Hoskins Lib; mew water station, water main and fire line.
- Also turn off and draining lines for winter at all the outside practice fields. This is always a busy time of year for all the crews.

Steam Plant:

- Painted break room.
- Cleaned tiles in hallway.
- Rebuilt feed water pump.
- Work on boiler #4 drum level transmitter.
- Continue to work on lighting around steam plant.
- Closed up #4 boiler in process of chemical cleaning.
- Weekly logs.
- Ran 2 MW generator.



Where can I find

OIT Staffed Labs?

For individuals and groups

- The Commons, in Hodges Library
- Art & Architecture, Room 345
- Humanities, Room 201/202
- Presidential Court, Room 113A
- **New!** J.D. Tickle, Room 403

*We're here
to help!*

Where can I find other

OIT Supported Computer Areas?

When you need a quiet space

Libraries

- Ag Campus, Pendergrass Library
- Hodges Reference, Room 135
- Grad Lab Hodges, Room 642
- Haslam Music Library

Other Areas

- Career Services, 101 Dunford Hall
- Black Cultural Center, Room 203
- I-House, Room 208

For more information

<http://oit.utk.edu/labs>

**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

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 temporary work -
Requisition ID - 15000000B5

Painter I - Requisition ID - 14000000YW

Facilities Services Weekly

NOVEMBER 23, 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)

