

[Administration](#) [Facilities Operations](#) [Zone Maintenance](#) [Admin & Support](#) [Comm & Info Services](#) [Utilities](#) [Design & Construction](#)

## *ADMINISTRATION*

Policy Changes, working on the re-organization, processing travel

## *FACILITIES OPERATIONS*

- ***Building Finishes***  
Painting in Walters Life Science. The others are waiting for inspection.
- ***Building Services***  
Total cleaning for College of Nursing and SERF began. Continuing to interview for Service Aide positions
- ***Landscape Services***  
Planting Key Beds with Pansies for Pat (orange and purple)
- ***Recycling***  
UT Recycling is organizing our warehouse space this week. We'll ship out another tractor trailer load of pallets to our pallet recycling contractor, a load of wood to Kellems Mulch company, and 2-3 pick-up truck loads of electronics to Goodwill through their Dell Reconnect program. 16 pallets of light bulbs and ballasts- adding recycling containers to the new space occupied in the football complex addition, and adding recycling bins to HSS and Greve. Our major goal is to tackle each building on campus to match each trash can with appropriate recycling containers. We're starting with new or renovated spaces, and then moving to those taken over by Total Cleaning
- ***Sanitation Safety***  
Eliminating pest problems at Greve, business as usual
- ***RRT***  
This week were involved in delivering furniture from surplus to Stokely, McClung, Haslam, Ferris and replacing banners. Next week they will be setting up for the Appalachian Heritage festival on Pedestrian Mall and the Fall Festival. They will also be moving park benches onto a roof as well as setting up desks on the 8<sup>th</sup> floor of Andy Holt
- ***STAR***  
Remodel of 1<sup>st</sup> floor E & F sections of Melrose for the New Humanities Center.

## *ADMINISTRATIVE & SUPPORT SERVICES*

- ***Business / Financial Services***  
Projects scheduled for this week
- ***Administrative Services***  
Work orders, processing personnel paperwork, payroll

[Administration](#) [Facilities Operations](#) [Zone Maintenance](#) [Admin & Support](#) [Comm & Info Services](#) [Utilities](#) [Design & Construction](#)

- ***Facilities Stores***

Normal purchasing, business as usual

## ***COMMUNICATIONS & INFORMATION SERVICES***

- ***Information Services***

Web Ports and setting up cost centers/reporting

- ***Communications / Sustainability***

Drafts for TN today about Charging Station, Pansies for Pat, Switch your thinking. Newsletter info collection.

- ***Training***

Announcements about supervisory training are being drafted

## ***UTILITIES***

- ***Air Conditioning Services***

Repairs to chillers and emergency maintenance as needed

- ***Electrical Services***

Quickly assessed damages from power outage at the Ag Campus, energizing cables for Laurel substation, prep for the UC, support for Tickle, power for events on campus (Fall Festival, etc)

- ***Plumbing & Heating Services***

Began repair work at Claxton, will be repairing plumbing in Hodges Library

- ***Steam Plant***

Producing steam, getting boiler 4 ready for inspection and Solar gas turbine for semi-annual maintenance

## ***DESIGN & CONSTRUCTION***

- ***Design Projects***

Communications 3<sup>rd</sup> floor patio and 4<sup>th</sup> floor lobby, SERF 409/411, Henson Hall interior, Hodges Library renovations, Clarence Brown Ramp, A&A elevator, Morgan Hall

- ***Coordination Projects***

Projects scheduled for this week