2015 CHUCK THOMPSON Awards Ceremony

1:30 p.m. Monday, October 26

Ray Mears Room at Thompson Boling Arena

FACILITIES OPERATIONS

Building Finishes:

Sign Shop:
- Worked on new building signs.
- Worked on signage for blue phone.
- Worked on room numbers for Perkins Hall.
- Worked on various name plates.

Paint Shop:
- Worked on restroom ceilings at Greve Hall.
- Stained new doors at Thompson Boling Arena.
- Painted double doors at Thompson Boling Arena.
- Added accent colors to walls in Student Union.
- Worked on exterior of White Ave. Daycare.

Building Finishes:
- Installed new building signs.
- Repaired countertop in SERF building.
- Poured concrete pad at Hodges Library.
- Installed several new directory boards.

Arena:
- Wednesday, October 21: Communications Job Fair 1 to 4 p.m.
- Thursday, October 22: Engineering Day 8 to 10 a.m., load in for Shriners Circus.
- Friday, October 23: Shriners Circus 7 p.m. show, Soccer Game Ole Miss 7 p.m., Allan Jones – TN Aquatics Meets.
- Saturday, October 24: Shriners Circus 1 to 7 p.m. show, Allan Jones TN Aquatics Meet.
- Sunday, October 25: Shriners Circus 1 to 7 p.m. show, Allan Jones TN Aquatics Meet, Soccer Game vs. Kentucky at 5 p.m.

Recycling:
- UT Recycling has begun a “Recycle Talks” initiative. Short presentations about how to recycle on campus, and how to get involved with UT Recycling will be given at staff/faculty/departmental meetings. If you would like UT Recycling to come to your staff meeting, please reach out to us at recycle@utk.edu.
- It is the third week of the POWER Challenge in the residence halls. This week’s focus is sustainability!
- On Tuesday, October 13th, UT Recycling coordinated 36 volunteers (along with 5 IMG reps) for a total of 54 volunteer hours.
- UT Recycling will be doing educational tabling on October 21st for the inVOLvement fair.
- UT Recycling be doing educational tabling and providing zero waste stations on October 22nd for the Sustainability Day Celebration in HSS.

Totals for week of 10/4 - 10/10:
- Bottles/Cans: 33,580 lbs.
- Paper: 12,840 lbs.
- Cardboard: 31,900 lbs.
- Manure: 17,000 lbs.
- Compost: 7,500 lbs.
- Total: 102,820 lbs.
Lock & Key:
- Communications – 12 install lock & key.
- SMC & KPB – change locks.
- Phi Mu Sorority – repair lock.
- Chi Omega, - key pad repair.
- Vol Shop – Cumberland – doors not locking properly.
- University Housing – many repairs & recores.

ZONE MAINTENANCE

Zone 2:
- In Hodges we replaced broken hinges on the men’s restroom stall door on the fifth floor.
- Replaced leaking door closer at service elevator on the first floor of Hodges.
- On ground floor of Hodges in men’s restroom, took toilet off the wall and removed skoal can.
- Replaced 32 wet ceiling tiles on the sixth floor of Hodges and worked on water fountain on ground floor.
- Assisted AC shop with bringing in new chiller.
- In Haslam Business we are blocking window off for production room and working on classroom lights.
- In SMC we are hanging pictures and wall boards.
- Induction unit repair.
- General building maintenance.

Zone 7:
- In Min Kao we cleaned the roof drains, checked hot water pumps #1 and #2, and greased and checked couplings.
- In Min Kao we also cleaned penthouse and other rooms, and in room 524 we worked on carpet.
- In SERF we conducted a fire drill, replaced glass in room 323 door, worked on sink in room 705, and assisted in relocating equipment in room 705.
- In Perkins we cleaned the mechanical room and replaced ceiling tile in rooms 208 & 209.
- In Ferris we replaced the fan motor in hallway near room 208, replaced the wall pack light outside, and cleaned the mechanical room.
- In Doughtery we serviced six air handlers, repaired several sticking doors, and replaced ceiling tiles throughout the building. We also replaced the AC motor in room 228 and worked on issues from safety inspection.
- General building maintenance.

Zone 8:
- Our team took advantage of Fall Break to make needed repairs in our classrooms and common areas.
- We continue to install LED lighting in our Zone.
- Our team will be working with the Greenhouse Managers to winterize their equipment.
- Leaves are coming down so we will be keeping guttering and roof tops cleaned off to prevent drainage issues.
- On the preventive side we continue to replace filters and change belts while inspecting our equipment.
- One Call continues to answer a wide scope of calls. They have been working in parking garages and replacing exterior lighting.

STAR Team:
- Buehler labs 602, 603, & 604.
- Buehler revolving fund lighting.
- Senter Hall Greenhouse.
- TANDEC equipment.
- SERF lighting.
- Perkins hall lighting.
- Building inspections in Zone 8.

COMMUNICATIONS

Information Services:
- Work on and order upgrades for Sustainability computer.
- Setup and help with Archibus meeting.
- Install ArchGIS on lab and Building Services computers.
- Completed assigned Skillsoft Online Training.

Training:
- We will be filling the Training Coordinator position next week. We’ll give them time to settle in, then we’ll be back to full strength.
- All new employees, regardless of status (term, student, full time regular) must process through our office. This includes any employee who has been rehired. Having employees work without training opens the university up for litigation following an on the job injury. Let us know who your new employees are at least a week in advance.
• There are still many who have not completed their Conflict of Interest forms. 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.

• OSHA training is mandatory and you will see it every year. If your birth month has passed and you know you have not done your training, then it is overdue.

• If you need a coat fitting or an ID, please come by on Wednesday, Thursday or Friday. We have orientation on Mondays and Tuesdays which normally ties us up.

• Finishing up our Annual Report.

• Finished the Business Manager Job Aide.

• 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.

Communications:

• The Chuck Thompson Awards will be held at 1:30 p.m. Monday, October 28 (next Monday) in the Ray Mears Room of Thompson Boling Arena. Please see the last page of this newsletter for the bus schedule to the ceremony. The schedule is also posted and has been emailed to everyone in the department.

• You can help us name our next recipient by submitting a nomination form here. Hard copies are also available for download on the Web page. You can contact Brooke at bsteve14@utk.edu for more information.

• Work has started on the APPA FPI Survey. We plan to have it complete by mid-November.

• Work continues on the update to our Facilities Services Service Guide. We have met with several subunits and progress continues on the composition of the document.

• Planning has begun for this year’s department holiday party. Information will be available as we near the event date.

• Updates to the Cone Zone Web site continues. We are also working with Creative Communications on the creation and placement of several signs on campus.

• We are in the early planning stages for the next Facilities Fundamentals Workshop. November’s feature will be Plumbing & Heating. Look for more information as we near the workshop date in mid-November.

• Work continues on the creation of DIY and How-To videos for the department. Next up are videos promoting the Mug Project for Recycling and for Sustainability on avoiding Energy Vampires. All videos can be found on our department YouTube Channel (UT FacilitiesServices).

• We are still collecting customer satisfaction surveys from our campus customers. The surveys will close at the end of the month.

• All of the TNAPPA Committee member spots have been filled. We are working with Training to plan a kick-off meeting in mid-November. Please look for more details by the end of the week.

• We are working on our subunit’s annual review.

• The Facilitator will be distributed the first week of November. If you would like to include something in the bi-monthly newsletter, please contact Brooke at 214-7662 or bsteve14@utk.edu.

Sustainability:

• We are working on the logistical end of the Make Orange Green POWER Challenge, the month-long Res Hall v. Res Hall competition to find out which hall is greenest. That started on October 5th and will run until October 30th.

• We are in the midst of last minute preparations for Sustainability Day Celebration, which is taking place this coming Thursday, October 22nd, at the HSS Amphitheatre from 12-4 PM. There will be local exhibitors, activities, and free food for participants, so if you can find the time, join us!

• A few members of our staff and a few students are leaving on October 25th for Minneapolis to attend the AASHE 2015 Conference & Expo. We will return on October 28th.

UTILITIES

Air Conditioning:

• New chiller installed into Hodges Library.

• Assisted Plumbing shop with water flow test at Laurel Apartments Building.

• Replacing blown out relief valve on chiller compressor at Auxiliary Services Building.

• Performing repairs to drive assembly in cooling tower at Hesler Biology Building.
Facilities Services Weekly

OCTOBER 19, 2015

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

Electrical Services:
• UTFS Security system Upgrade – Campus.
• New Construction – Fire Alarm/Building Security support.
• UTFS Metering/Wireless.
• UTFS HV Support Steam Plant – High Voltage Equipment.
• UTFS Support Steam Plant - Gas Line.
• UTFS Contract support – New Gibbs.
• UTFS Contract support – New Parking Garage.
• UTFS Contract Support – New Strong Hall.
• UTFS Contract Support – New Facilities Services Complex.
• UTFS UT Events – Week.
• UTFS Thompson Boling Arena – Fire Alarm Test.
• UTFS Contract support – 13th & Cumberland.

Plumbing & Heating:
• Prepare and move lines for chiller installation at Hodges.
• Replace valve on main steam in front of Law College.
• Clean strainer on main feed at Laurel Apartments.
• Remove PRV on main at Laurel.
• Repair leak on main hot water at South Carrick.
• Repair drain that was stopped up at Stadium.
• Repair condensate pump at TREC.
• Repaired steam leak at dryers at Brown Residence Hall.
• Repaired condensate pump at Ellington plant Science.
• Assist maintenance with pool water pump at HPER.
• Repaired high pressure steam leak at Panhellenic.
• Repair leak in ceiling at Carrick.
• Clean out concrete wash down box at Tickle.
• Install bottle filler at Alumni gym.
• Repair leaking pipe in wall at Brehm.
• Unstop drain at Humes Hall.

Steam Plant:
• The Plant produced over 12,600,000 pounds of steam.
• Worked on #4 boiler economizer.
• Removed coal burning logic from DCS.
• Worked on E-stops for boilers.
• Worked on O2 for #3 boiler.
• Completed weekly boiler reports.
• Painted walls and stairs in main stairwell.

CONSTRUCTION
• 11th St. Pedestrian Bridge: capital project, replacing pavers.
• Austin Peay: removing wall between 409 B & C.
• Communications/Student Services: Pedestrian bridge guardrail replacement, 3rd floor patio furnishings and lighting; rooms 402: renovating kitchen to include new stove; rooms 467 & 467A: reconfiguring new digital center; room 52: renovating Video Editing Suite.
• Johnson Animal Research: estimating cooling tower renovation.
• Hoskins Library, exterior: estimating waterproofing the foundation at NE corner.
• Lake Ave. parking lots: improvements underway at 5 lots.
• Perkins Hall: renovating corridors in building.
• Installing access card readers in four locations.
• Roof replacements and repairs: Art & Architecture 95%, Baker Center 80%, College of Nursing 90%, Communications/Student Services 75%, Food Safety 70%, Jessie Harris 0%, McClung Tower 90%, Morgan Hall 100%, TRECS: estimating cleaning exterior and interior of all windows.

FACILITIES VACANCIES
Asst Bldg Srvs Foreman (Four Positions) - Requisition ID - 1500000139
Building Services Foreman - Requisition ID - 1500000138
Maintenance Specialist (Two Positions) - Requisition ID - 1500000134
Landscape Aide I (Three Positions) - Requisition ID - 150000013A
3rd Shift Custodian (Building Services Aide I) - Requisition ID - 15000000NL
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
Landscape Aide I Seasonal temporary work - Requisition ID - 15000000BS
Painter I - Requisition ID - 14000000YW
Congratulations to Donnie Lowery, the September recipient of the Facilities Services Employee of the Month Award!

Thank you to everyone who submitted a nomination in September! We owe the success of this program to everyone who takes the time to submit a nomination for one of our many hard working employees.

Help us to honor members of our team in the months to come and cast your nomination for a future employee of the month!

Nomination forms can be found on the Facilities Services Web site, fs.utk.edu, or by clicking this link: https://tiny.utk.edu/FSEOM.

Hard copies can be found with unit clerks and in Facilities room 203. These hard copies can be dropped off in the Employee Comment Box next to room 107 or in room 203.

All Facilities Services Employees are eligible for the Employee of the Month Award after one month of services with the department. We invite everyone to nominate an individual of their choice for the award.

For more information about the award program, please contact Brooke at 214-7662 or bsteve14@utk.edu.

2014 Award Recipients

January: Gary Robertson
February: Ron Couch
March: Mike Manley
April: Tim Faulkner
May: Jack Hammock
June: Justin Dothard
July: Marty French
August: Aline Williams
September: Charles Farley
October: Tommy Oakley
November: Daniel Blake
December: Hazel Norris

February: Ray Van Davis
March: Rick Gometz
April: Garrett Ferry
May: Becky Saylor
June: Tracy Ridings
August: Jim Hastie
September: Donnie Lowery

January: Willie Battle

2015 Award Recipients
2015 Facilities Services
CHUCK THOMPSON
Awards Ceremony

Ceremony Starts at 1:30 p.m.
Monday, October 26

Ray Mears Room at Thompson Boling Arena

Bus Schedule:

12:30 p.m.  Nursing on Volunteer
12:35 p.m.  Intersection of James Agee Street and White Ave.
12:40 p.m.  Conference Center
12:50 p.m.  The Hill (Nielsen Physics)
12:55 p.m.  (Intersection of Mille Way and Circle Drive)
1:10 p.m.  Ag Campus (Bus stop between Ellington and Brehm)
1:15 p.m.  Facilities Services (front of building on Volunteer)

For questions, please contact Brooke in Room 203 at 214-7662 or bsteve14@utk.edu