Facilities Services Weekly

October 31, 2016

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

Congratulations to Ashley Savage Gilliam - Facilities Services October Employee of the Month!
Nominate another hard-working member of our team at fs.utk.edu

ADMINISTRATION

Special Projects:
• We raised $183 for the Susan G. Komen Foundation during our annual Pink Day Sale. THANK YOU to all who donated and participated in Pink Day!
• Working with unit PM Coordinators regarding equipment inventory, PM creation and entry of these into Archibus.
• Verifying building equipment previously uploaded into Archibus.
• TNAPPA 2017 preparations.

REMINDERS:
• Please clear cache every morning. OIT is pushing out updates and when you use the clear cache icon, it updates Archibus with the most recent updates.
• If you do not have a clear cache icon for Chrome, please contact Jim McCarter at jvm@utk.edu or Veronica Huff at vhuff@utk.edu.
• Please regularly check email for any notifications from Archibus (leave request approvals/rejections, work requests issued, etc.) or the Archibus Team (outage notices).

FACILITIES OPERATIONS

Building Finishes:
• Mortared some brick in at Lake Ave. Early Learning Center.

Sign Services:
• Worked on signs for Parking Services.
• Worked on signage for University Ave.
• Worked on signs for UT Recycling.
• Various names plates.

Paint Services:
• Worked on exterior windows at South College.
• Painted an office at Communications Building.
• Painted the water tank at the Facilities Services Complex.
• Worked on common areas at Hasler Biology Building.

Building Finishes:
• Did some tuck pointing at White Ave. Daycare.
• Installed a cabinet at Greve Hall.
• Installed cork strips at South and East Stadium.
• Removed a white board at Andy Holt Tower.
• Installed a plaque at Haslam College of Business.
• Repaired a wall at Dunford Hall.

Building Services:

Arena:
• Thursday, November 3 - Men’s Basketball game vs. Slippery Rock at 7 p.m.
• Friday, November 4 - Volleyball game vs. Missouri at 7 p.m.
• Saturday, November 5 - Football game vs. Tennessee Tech at 4 p.m.
• Sunday, November 6 - Jeff Dunham at 3 p.m.

Landscape Services:
• Cherokee Farm: Bush hog pasture areas.
• Sutherland Avenue Intramural Fields: Install rugby goals.
• Walters Life Sciences: Assist Air Conditioning Services with removal of concrete slab.
• Orange and White residence halls: Coordinating with contractor to start new landscape and irrigation installation when site is ready in November.
• Clement Outdoor Plaza: Wrap up demolition. Concrete continuing this week. Landscape and irrigation installation to follow.
• Arboriculture: Routine maintenance service at Henson Hall and North Cumberland district.
• Arboriculture: Finalizing the order for winter replacement planting.
• Turf: Continue aeration and overseeding throughout campus.
• Seasonal Flowers: Begin flower change-out in select beds.

LANDSCAPE SERVICES CONTINUED ON PAGE 2
LANDSCAPE SERVICES CONTINUED:

- Provide supplemental water to non-irrigated trees and landscapes to prevent plant loss due to drought (on-going).
- Campus leaf removal as needed (on-going).
- Steam Plant Hill: Grade and remove excess soil and vegetation for reorganization of equipment/materials storage (on-going).
- Monitor, adjust, repair landscape irrigation systems throughout campus (on-going).
- Remove old building signs where new one have been installed (on-going).
- Interview candidates for vacant and seasonal positions (on-going).

Lock & Key Services:

- Dabney/Buehler – replace two locks.
- Facilities Operations Building – turn lock around and rekey.
- Early Learning Center – set up four padlocks with chain.
- 22nd Street Duplex – rekey all upstairs offices.
- Plant Biotech – repair or replace exit hardware.
- Stokely Family Residence Hall – setting up cores.
- University Housing – repairs and recores.

UT Recycling:

Totals for the week of October 23 through 29:

- Bottles/Cans: 8,840 pounds; 4.42 tons.
- Paper: 7,400 pounds; 3.7 tons.
- Cardboard: 16,640 pounds; 8.32 tons.
- Manure: 10,800 pounds; 5.4 tons.
- Compost: 21,490 pounds; 10.745 tons.
- Weekly Totals: 65,170 pounds; 32.585 tons.

Running Fiscal Year 2017 Totals:

- Bottles/Cans: 167,720 pounds; 83.86 tons.
- Paper: 226,880 pounds; 113.44 tons.
- Cardboard: 293,309 pounds; 146.65 tons.
- Manure: 173,200 pounds; 86.60 tons.
- Compost: 221,387 pounds; 110.69 tons.
- Fiscal Year Totals: 1,082,496 pounds; 541.25 tons.

Weekly Activities:

- Making last week’s Faculty Pub zero-waste.
- Making Society of Physics frozen pumpkin drop zero-waste.
- Tabling on pedestrian walk-way to increase student engagement and recruit volunteers.

ZONE MAINTENANCE

Zone 1:

- We have been working to have all of Humes Hall moved out and emptied.
- At Reese Hall we are working to get most of it ready to be closed.
- Work orders are starting to slow enough for us to get caught back up on other building issues.
- Our quarterly leslie rebuild of all buildings in our zone is about to start.

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building auditorium lighting.
- Austin Peay lighting project.
- Dabney gas leak repair.
- Alumni Memorial Building service leslies.
- Student Union service leslies.
- Walters Life Science replace 20hp motor.
- Walters Life Science 2” heating water leak.

Zone 7:

- We worked on plumbing filters for process chilled water at SERF.
- At Min Kao we worked on hot water getting into flush valves throughout the building.
- We augered concrete out of civil engineering drain at Tickle Engineering Building.
- At Dougherty Engineering we are assisting with ongoing construction projects and repairing noisy doors.
- We are replacing fluorescent lights with LED replacements at Perkins Hall.
- We are cleaning chiller at Biology Annex and assisting Air Conditioning Services with repairs.
Zone 8:

- We will install Emergency Preparedness signs during the next week.
- Our team continues to clean leaves out of our gutters and off rooftops.
- At Central Greenhouse we are working on louver motors and replacing bearings in exhaust motors.
- We continue to organize and count our parts inventory to enter into the Archibus System.
- One Call will check exterior lighting and answering calls. They will continue repairs custodial areas.

COMMUNICATIONS & PUBLIC RELATIONS:

- Congratulations to Steve Costner and Tom Anderson! Steve and Tom were named our 2016 Chuck Thompson Outstanding Employee recipients last week!
- Congratulations to Ashley Savage Gilliam for being named the October 2016 Employee of the Month!
- Help us to nominate our next employee of the month at: fs.utk.edu/announcements/DeptAwards.html.
- We are working on several fs.utk.edu web page updates for different subunits.
- Customer Satisfaction Surveys have gone out to campus. Once all surveys are collected in mid-November the Communications & PR subunit will create a report for the department.
- Thank you to Sam Adams for presenting a successful Facilities Fundamentals Workshop last week. Comm & PR will produce a video of the workshop and make it available online. Sam’s PowerPoint is on our website.
- Communications & PR is working with UT Video & Photography to create a five minute video showcasing the achievements of our department.
- We are reformatting and updating the department’s Emergency Response Plan.
- We held a large TNAPPA planning committee meeting last week.
- Brooke Krempa will serve on the executive committee for the Big Orange Family Campaign again next year.
- Our 2016 subunit annual report will be finished this week.
- We will welcome our newest student assistant Anais Duenas this week.
- Two media availabilities were set up with members of our department.
- Various announcements have been distributed.
- Please check your email for a map of our new building’s conference rooms and instructions on how to add these rooms to your calendar.
- We are working on the emergency contact list for campus buildings.
- The online staff directory has been updated. This week we will add a printer-friendly version to the website.
- If you have any information you would like included in the bi-monthly newsletter, please contact Brooke at bsteve14@utk.edu. The next newsletter will come out this week.
- Holiday Party planning has already begun. This year’s party will be held in the TN Terrace at noon December 13. Look for more details as the event nears.
- We have begun this year’s 450 question APPA FPI Survey. This survey will be completed by December 12.
- Updates are being made to the layout of our service guide.
- TNAPPA 2017 Conference planning continues. Contact Brooke with any planning questions at 214-7662 or bsteve14@utk.edu.
- We are working on rebranding our Facilities Services Department bus.
- We created an updated web map in preparation of the migration to WordPress.
- Updates to the department Web site are ongoing. Please contact Brooke Krempa at bsteve14@utk.edu if you would like to request any changes or updates to pages.

Office of Sustainability:

- The Office of Sustainability is excited to be considered one of the top “Green Colleges” by The Princeton Review as reported by the TN Today, Daily Beacon and local media last week.
- The Campus Sustainability Day Celebration on October 20th was a success with over 500 students, faculty and staff attending the event, meeting and connecting with over 15 vendors across the community.
- The office is now picking up steam on the Climate Action Plan project via the Committee on the Campus Environment, with the formation of the Energy and Transportation working groups.
These two working groups will conduct meetings through the Fall semester and report to the committee their findings in early January.

Training:
- Alternative Vehicle Training Thursday, November 3 at 3 p.m., FSC Room 101.
  Contact Laura Jo to register 974-6247 or laurajo@utk.edu.

UTILITIES

Air Conditioning Services:
- Replace gaskets on heat exchanger at Taylor Law Building.
- Replace isolation valves on induction heating water loop at SMC.
- Preparing three old chillers for demolition on Monday at Thompson Boling Arena.
- Repairing heating water pump at SERF.
- Replaced compressed air receiver tank at Blount Hall.
- Replaced control air compressor at the College of Nursing Building.
- Repaired air conditioning unit in elevator equipment penthouse at Hess Hall.
- Replaced and reprogrammed control board in McClung Tower fan coil unit.
- Repaired reach-in freezer at Panda Express on Cumberland Ave.
- Repaired building air compressor at Food Science Building.

Electrical Services:
- UTFS Security system Upgrade Contract support—Campus Wide.
- UTFS Fire Alarm Systems—FA System minor repairs/Testing various buildings on Campus.
- UTFS Fall Events.
- UTFS Metering.
- UTFS Outdoor Lighting Systems.
- UTFS HV Electrical Maintenance—Campus Wide.
- UTFS Support—Laurel Substation Phase II.
- UTFS 2400V OH Distribution Repairs at Cherokee Farms.
- UTFS ES Tennessee Tech Homecoming Football game.
- UTFS HV Preparation for NEW GIS 15KV Swg, Old Substation.

Plumbing & Heating Services:
- Repairing steam regulator at Jessie Harris.
- Repairing steam line feed on a auto clave at McCord Hall.
- Repaired condensate pump at Central Green House and made welding repairs on a pig chute at the Vet School.
- Installing a new sewer line at Panda Express.
- Repairing a water leak at Walters Life Science.
- Repairing a leak at the Conference Center Building.
- Repaired a gas leak at Dabney Hall.
- Unstopped the main drain line at Taylor Law.
- Installing a new backflow at Clement Hall.
- Replacing a sewer line between the floors in room 609 and 709 at Carrick Hall.
- Repaired a broken valve riser in the road on the Agricultural Campus.
- Repairing or replacing handrails campus wide.

CONSTRUCTION SERVICES

Campus Projects:
- Andy Holt Tower: Paint and carpet P226; Paint P205 and P211.
- Austin Peay: Mounting monitor 4th floor; Carpet 215C.
- Ayres Hall: Landscape furniture addition 327.
- Baker Center: Remove cabinets, new paint and carpet 209.
- Campus: Annual maintenance on the Torchbearer and Europa/Bull; KUB and Fire Alarms for re-transmission system; Strong Hall Bridge restoration (staining); Evaluate parking garages; Replace fencing C-20 Parking Lot.
- Classrooms: More classroom renovations scheduled for winter break.
- Claxton: Carpet 431.
- Clement Hall: New landscaping and site improvements.
CONSTRUCTION CONTINUED:

- Communications: Replace sink, counters and cabinets 337; Sign 293; Install new door 476.
- Conference Center: Repair stairway walls; Restroom renovation; Paint, chair rail and/or blinds 323, suites 112 and 115, 302, 312, 313, 317, 322, 432.
- Dabney-Buehler: Paint 319.
- Dougherty Engineering: Several room renovations on the 2nd and 3rd floors.
- Dunford Hall: New entrance canopy and corridor at east end; Mount monitor in office.
- Equity and Diversity: Window repair, painting and carpet 209.
- Early Learning Center: Replace sink (Lake Ave).
- Ferris Hall: Install Hall of Fame display in foyer 414; Electric circuit, data and installation for monitor.
- Food Safety: Remove cabinets 115; Remove fume hood 10.
- Greve Hall: Door access controls on 5th floor; Painting 6th floor areas; Paint 520.
- Goodfriend Tennis: Install HVAC in lobby office.
- Haslam Business: Electric circuits and mounting monitors (several locations); Install door 406; Renovate 406 into a studio; Engineering for Classroom Scheduling System; rework entrance to kitchen 501.
- Hesler Biology: Concrete work and drains in greenhouses; Carpet 527; Door controls on Greenhouse doors.
- Hodges Library: Replace cabinet in POD Market; Floor receptacles and paint 121.
- HPER: Resurface tennis courts and light demo; Paint 31D and 378.
- Intramural Fields: Install concrete in three grass circle areas.
- International House: Paint 215 and 206.
- Jessie Harris: Painting and cleaning several rooms; Sidewalk and step repairs.
- JIAMS: Additional electrical service for several labs; Disconnect & reconnect equipment associated with moving.
- Kingston Pike: Preliminary raceways programming.
- Law Complex: Renovations for faculty offices.
- Lindsey Nelson Stadium: Door controls on weight room.
- McCord Hall: Electric for several rooms; VCT flooring in suite 201.
- Middlebrook: Offices and room renovations 119.
- Min Kao: Finish room 101A; Door holders on corridor doors 699H.
- Morgan Hall: Complete Fire Alarm System.
- Nielsen Physics: Renovate space to 6th floor GTA offices and Lounge Area; Replace windows in machine shop.
- Presidential Court: Clean windows.
- Senter Hall: Concrete and drains in greenhouse; Renovations to 12 for new equipment.
- SERF: New swipe card access 522; Electric for new equipment 338; New door and frame 208; Water line to equipment 204.
- Sigma Epsilon: Repair flooring.
- SMC: Paint and/or carpet 252, 420, 424, 434, 438, 440, 5th floor, restrooms; Electric for monitor 406.
- Student Services: New ceiling 105.
- Student Union: New flooring in south stairway.
- Temple Hall: Convert 108 and 115 to research space; Modify 112 restroom.
- Tickle Engineering: Ventilation for 109C.
- TREC: Painting and flooring replacement.
- Tyson House: Add receptacles and wall sconces in 106.
- UT Police Dept.: Renovate communications area.
- Volunteer Hall: Add electric to fire panel; Controls on security gates P5.
Congratulations to our September Employee of the Month Arthur Tezak! Please help us to nominate our next Facilities Services Employee of the Month. 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 following this link: https://tiny.utk.edu/FSEOM. Hard copies can be found with unit clerks and with Brooke Krempa. 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 Krempa at 214-7662 or bsteve14@utk.edu.

2016 Employee of the Month Award Recipients

2015 and 2014

Facilities Services Weekly
October 31, 2016