Update on Facilities Services’ New Home on Sutherland Ave.

Renovation of the main building at the future Facilities Services Sutherland Avenue location is well underway, and work on the interior design continues.

Several unsuitable outbuildings at the site have already been demolished. As of now, Phases 1 and 2 (of five) of the remaining structures’ demolition and lead abatement have been completed.

The building skin is being removed in quadrants (which is why some of the building still has its old skin and some of it does not).

This is happening after the steel structure has been sandblasted and primed. The primer coat is the white paint that can be seen in the pictures above.

Looking north within the main space. The curtain in the distance is temporary containment for the abatement activities.

Also, some of the wood from the upper roof deck is being salvaged for decorative reuse in other areas of the new building.

Facilities Services expects to move into the main building in January 2016.

Work continues on potential options for employee and state vehicle parking. Once a definitive solution is finalized and approved, an announcement about the details will be made to the entire department.

Check for further updates in departmental newsletters as work progresses in the upcoming months.

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First Football Game Day Training Held

Facilities Services held its first football training August 19 and 20 to help prepare members of our team for the football season. Employees gathered in the Ray Mears room to listen to Terry Ledford discuss topics like: Recognition of Suspicious Items/People, Weather Sheltering, and the important role that Facilities Services plays in the operational success of any home game.

Terry also discussed “SEE SOMETHING SAY SOMETHING” and distributed cards with information on how to report suspicious activity.

Customer Service was also a major topic of the training and was covered by Keisha Gracius. In her presentation, Keisha discussed staff appearance, friendliness, professionalism, and the Athletic Department’s 2014 goal of Total Customer Satisfaction.

UT Recycling - led by Jay Price - also presented their strategy for the 2014 football season.

More recycling bins than ever before will be seen on game days. This includes inside the stadium, outside the stadium, and in tailgate areas. UT Parking will also assist in the recycling effort by having parking attendants in main tailgate areas hand out recycle bags to fans as they enter the parking lots.

Additionally, Buildings Services, Athletics/Arena also conducted a special information session for their staff and handed out special game day uniforms and a map of the stadium showing ATMs and First Aid locations.

All Facilities Services employees are invited to attend the

2014 Chuck Thompson Awards Ceremony!

1:30 p.m. Thursday, October 23
Ray Mears Room at Thompson Boling Arena

Bus schedule will be announced one week prior to event. For questions, please contact Brooke in Room 203 at 4-7782 or bsteve14@utk.edu
Congratulations to David Brown, Recycling Truck Driver, on his retirement after 46 years of dedicated service to the University of Tennessee. Thank you for your many years of service at Facilities Services and best wishes in your retirement!

Observation Tower Removed

Robert Crumley and Charlie Anderson from Zone Maintenance worked to remove the large observation tower in Berry Hall. The tower was no longer being utilized in the building and it was removed to create space for increased storage.

Congratulations to Carolyn Underwood, Codes Enforcement Manager, on her retirement after 25 years of dedicated service to the University of Tennessee. Thank you for your many years of service at Facilities Services and best wishes in your retirement!

OIT Computer 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

Where can I find other OIT Supported Computer Areas?

When you need a quiet space

Libraries
- Ag Campus, Pondergrass 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

Office of Information Technology
Letters of Appreciation

To Rapid Response Team:
The RRT crew from Facilities Services just pulled up with a big truck, and within just a few minutes all 55 of the old portraits we have were boxed and unloaded in our building! It would have taken us forever to move all of those heavy frames. Thanks to the great Facilities Services crew who helped with the quick unload!

Greg Sherrill, Executive Director
Tennessee Press Association

To Zone Maintenance:
I would like to send you praise for Steve Henry, one of our UT facilities service employees.

On Thursday, August 21, I was scheduled teaching my first class of the semester in HSS 108. When I went to check out the room beforehand, I saw that the table was totally broken and that podium would have blocked my view of the students (and their view of me).

I ran into Steve outside of McClung tower and asked him who I should contact to ask to have it fixed. He took down the room number, went to the room himself, and by the time I arrived to teach my first class, the broken table had been replaced, and I could see over the podium!

I really appreciate Steve for taking my small concern seriously and taking out one area of stress for me on the first day of class.

Thanks!!
Prof. Katy Chiles

To Lock & Key:
The Lock & Key Services staff are all helpful. Chris has always been prompt with Music's requests and runs a very efficient office.

Irene Carney
School of Music

EMPLOYEE OF THE MONTH
AUGUST 2014

Congratulations to Arlene Williams, the August 2014 recipient of the Facilities Services Employee of the Month Award!

Arlene is recognized for being a team player and for continually keeping all involved informed to the best of her ability while completing her demanding workload. She is also recognized for consistently meeting challenging deadlines, assisting other employees, and meeting with new staff on a one-to-one basis, helping them to become part of the UT family.

EMPLOYEE OF THE MONTH
SEPTEMBER 2014

Congratulations to Charles Farley, the September 2014 recipient of the Facilities Services Employee of the Month Award!

Charles is recognized for going above and beyond every week to ensure that all new employees feel welcome and appreciated. He is also recognized for seeking out specific needs within the department and finding ways to satisfy those needs. Charles also works well with others and has the best interest of the department at the forefront of everything he does.
Please Welcome Our New Employees!

BUILDING SERVICES:
Caleb Cannon - Service Aide I
Lina L. Jones - Service Aide I
Laura Condurache - Service Aide I
Robert Hickey - Service Aide I
Christian Martinez - Service Aide I
Darrell Roberts - Service Aide I
David Desimone - Service Aide I
James Smith - Service Aide I
Debra Toliver-Glover - Service Aide I
Kevin Ammons - Service Aide I
Melissa Mulkey - Service Aide I
Tessa Keith - Service Aide I
Benjamin Hill - Service Aide I
Mark Vandergriff - Service Aide I
Dana Richard Archer - Service Aide I

ARENAs:
Ryan M. Williams - Service Aide I
Rocky Saylor - Service Aide I

ZONE MAINTENANCE:
Malcolm Shoffner - Maintenance Specialist I
Steven L. Andrews - Maintenance Specialist I
Don Turney - Foreman
Bruce Carr - Maintenance Specialist
Michael Shreve - Maintenance Specialist I

ZONE MAINTENANCE DINING HALLS:
Joshua Acuff - Maintenance Specialist II

LANDSCAPE SERVICES:
Darren Latham - Truck Driver I
Willard S. McCormick - Foreman

PROJECT COORDINATOR:
Darcy Rathjen

PLUMBING SERVICES:
Kenny Reynolds - Plumbing & Heating Specialist

STUDENT ASSISTANT:
Kristen Moretz
Chris Koloup

Congratulations on Your New Position!

Aaron Nichols - promoted to Building Services Foreman/Supervisor
Rebecca Saylor - promoted to Building Services Foreman/Supervisor
James Moore - promoted to Asst. Building Services Foreman
Ray Van Davis - promoted to Asst. Building Services Foreman
Billy Wayne Stallings - promoted to Plumbing Foreman
Glenn Minor - transferring from Building Services to Custodial Athletics as a Maintenance Specialist
Daniel Atkins - transferring from Construction to Electrical Services as a Senior Electrician
Steve Evans - promoted to Asst. Building Services Foreman
Mary Parker - promoted to Asst. Building Services Foreman

The 2014 Chuck Thompson Awards are fast approaching!

Cast your nominations before the deadline at:
5 p.m. Wednesday, Oct. 8th
Online nomination forms can be found at:
tiny.utk.edu/ChuckThompson
Hard copies have been emailed to all Facilities Staff and are available in Room 203.
Student Engagement Fair

This August Facilities Services participated in the annual Student InVOLvement Fair. More than 450 students attended the annual fair held on Pedestrian. During the fair students were given important information about our department, along with items promoting our Web site, social media presence and “One Call” number.

Make Orange Green has been on the UT scene since 2006, and under the umbrella of this endeavor various initiatives, campaigns, departments and moments have occurred, all making UT a more sustainable place to learn, live and work.

The Make Orange Green is currently being revamped to better accommodate and build off the successful foundation established by various students, faculty and staff over the past eight years.

With this in mind, Creative Communications and the Office of Sustainability, among other stakeholders, have joined efforts to bring you the above new graphic identity, but the fun does not stop there!

During the next six months we will be releasing various new and reoccurring programs under Make Orange Green to increase energy efficiency across campus, create more awareness of opportunities for resource sharing via asset mapping and to instill our presence in the greater community of Knoxville.

We encourage anyone with interest in the above topics to reach out to our office via sustainability@utk.edu.

Last month of the season to picnic in the gardens, buy your groceries, and listen to local music!

The 2014 UT Farmers Market is coming to a close and will be held the next three Wednesdays from 4-7 p.m. at the UT Gardens through October 22. Fresh produce, local food, entertainment, children’s events, educational information and more!
Customer Survey Comments:

Building Finishes:
“Thank you Mike/Steve at the sign shop for your fast turn around!”

Building Finishes:
“Thank you Mike/Steve at the sign shop for your fast turn around!”

Building Finishes:
“The response time was excellent.”

Building Finishes:
“Very satisfied from beginning to end! The painters were super! Very nice and great to work with! Ronnie Couch is wonder-ful! He is easy to get in touch with and excellent to deal with! I appreciate them all for working with us so well!”

Building Finishes:
“We were all very pleased with the quick and courteous service we received. Thanks a bunch for a job well done! :)”

Landscape Services
“Great job.”

Paint and Sign Services:
“This was done very well! The work was done quickly and efficiently.”

Lock & Key Services:
“The key shop staff are all helpful. Chris has always been prompt with Music’s requests and runs a very efficient office.”

Building Finishes:
“Thank you sign shop for your great service.”

Building Finishes:
“We have used Ron Couch and his crew a couple of time and they do excellent work.”

Lock & Key Services:
“Quick service - faculty very happy.”

Lock & Key Services:
“Ed is great!”

Abatement:
Facilities Services is awesome!

Painting and Sign Services:
Thank you Mike and Steve for your great service!

Would you like to submit an idea for the next Facilitator?

Contact Brooke Krempa in Facilities Room 203 at 974-7782 or bsteve14@utk.edu
Share Your Opinion in November, Take the Employee Engagement Survey

What can we do to make the University of Tennessee an even better place to work?

Please join me and campus and institute leaders in identifying ways we can improve our workplace by taking part in the upcoming employee engagement survey, launching Nov. 3.

More than 70 questions are included in the online survey covering topics ranging from pay to work culture and job satisfaction.

All regular employees working 50 percent time or more will be invited to take the survey on Nov. 3, and your responses are critical to making UT the best workplace possible.

More information about the survey, including instructions for participating, will be shared in the coming weeks. In the meantime, you can learn more by visiting yourvoice.tennessee.edu.

Thank you for everything you do for the University.

All the best,
Joe

reVOLve. A Yard Sale Success!

On August 28th, UT Recycling and the Office of Sustainability hosted the University of Tennessee’s first ever reVOLve Yard Sale. The sale featured gently used clothing, office supplies, furniture, decorations, kitchenware and other home goods that students donated to the initiative during move-out last Spring. With help from over 150 CLS, Ignite and Green Team volunteers, everything collected during move out was sifted through; the items for the sale were selected, and everything else was donated to local charities or recycling centers.

Spearheaded by a group of Venture LLC business students working with UT Recycling and the Office of Sustainability last spring, reVOLve is a program designed to extend the life of unwanted items and provide an environmentally and economically friendly option for students’ back to school essentials. All items were $10 or less, and the profits, totaling over $1500, will be used to fund new, student-inspired, greening initiatives for campus through a mini grant process.
A Facilities View

Earlier this month we asked a few members of our Zone Maintenance Team to share their views about the upcoming launch of Archibus. The following is what they submitted about their expectations for the new software and how they believe it will impact their day-to-day work.

From Johnny Waggoner, Zone Maintenance Foreman:

Archibus is the unknown for the moment. People are usually resistant to change.

From what I have seen in my training Archibus has many good points. The ordering process will be linked with all of our different warehouses. That should make it easier to find parts without having to search the campus over. All inventory will be updated as it’s either checked in or depleted. Should you need a part and it is located the electric shop, you will be able to see that in their warehouse inventory. This should make it easier to get the part and fix your issue. This will give us a better response time.

Our customer will also be aware that we are working to resolve any issues they may have. Archibus will be complicated when we get started, but as with any new venture we have it will become routine. The supervisory role will be key to its success.

When the history is built up in the system it will become easier. We will have to make sure we are giving the correct information so that it builds a consistent data log of parts, labor hours and locations.

I look forward to getting the system in place and putting it to work. I predict that within a year of it being implemented Archibus will be a great tool for us and our customers. The system will make us transparent and more effective.

From David Wright, Maintenance Specialist II:

I have talked to most of my coworkers about the upcoming Archibus system. Most agree that it will be a great tool for managing inventory of parts and supplies. Some are skeptical of the unknown. But, with a good support team and proper training I think everyone will get comfortable with the program and benefit all concerned.

If you have a topic you would like to discuss in an edition of The Facilitator, please contact Brooke Krempa in room 203 at bsteve14@utk.edu or 974-7782.
New Gas Boiler Arrives at Steam Plant

On September 10 the new 78,500-pound gas boiler was transported inside the Steam Plant.

The boiler was delivered by rail, transported to a flatbed run by crane, driven around the plant to the main doors, and then positioned inside.

It is now in place in the plant and is ready for its final installation.
The 2014-15 Campus Chest campaign has officially kicked off and will run through October 31. Last year the university achieved its goal through your strong support and generosity. This year’s goal is $620,000 to help those less fortunate through United Way and Community Shares. Campus Chest pledges can now be made online at campuschest.utk.edu.

While Campus Chest donations can now be made online, our department does have some hard copy Campus Chest donation cards available. If you would like to make a donation using one of the hard copy donation cards, please contact Brooke in Room 203 at 974-7782 or bsteve14@utk.edu, or Beth in Room 208 at 974-2178 or batkins@utk.edu.

The UT Campus Chest Campaign focuses attention on the health and social service needs of our region and unites efforts in providing assistance to those less fortunate than ourselves. As a member of our university community, you play an important role in this endeavor. Please read this brochure carefully, select your favorite organization(s), and contribute generously.

One Campaign and Three Ways to Give
The UT Campus Chest is a single, comprehensive campaign that saves person-power, materials, and volunteer time. The campaign and the fiscal management of funds collected are administered by the university. No overhead or administrative charge is made on your contribution. This means that your total gift is directed as you designate on your pledge card.

There are three ways to give.
1. Spread your pledge over a one-year period with payroll giving.
2. Quarterly or annual billing through the Campus Chest office.
3. Cash or check (payable to UT Campus Chest) for the entire sum of your pledge.

The Payroll Giving Plan
Most of us want to do our part to support the many worthwhile causes included in the campaign. However, an adequate cash gift made all at one time can be difficult. Payroll giving enables us to pledge more and take a full year to meet the responsibility. You also have the option of payroll withholding for less than one year. Payments on unfilled pledges will begin with the November payroll.

Giving Guide
The following guide for suggested giving is included in this leaflet because employees often ask for one, but the decision to give and the amount is up to each employee.

<table>
<thead>
<tr>
<th>Up to $15,000</th>
<th>One Hour’s Pay/Month</th>
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<tr>
<td>$15,000 to $25,000</td>
<td>1 Percent of Salary</td>
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<td>$25,000 to $50,000</td>
<td>1.5 Percent of Salary</td>
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<td>over $50,000</td>
<td>2 Percent of Salary</td>
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We are Volunteers.
Volunteers give back.

Campus Chest Campaign
SEPT. 15–OCT. 31, 2014
Every contribution benefits the health and social service needs of our region.

Pledge Online
CAMPUSCHEST.UTK.EDU
University Commons VolShop Appreciation

Thank you to Construction Coordinator Randy Huelsman for all of his hard work toward the August opening of the VolShop at University Commons.

“Randy did a great job on the University Commons Job,” said VolShop Director David Kent. “We appreciate all that you do for us here at the Volshop.”

Randy prepared and had all the material and contractors ready to go at the VolShop when all approvals were given.

“He came in early, stayed late, came in on weekend and after hours to assure work and the project were completed in the shot time allowed,” said Construction Director Tim Tomlinson. “He always had a smile on his face.”

Congratulations on a job well done Randy!

Before and after pictures of the project can be found below.

Follow Us On twitter @utkfacserv

Check Out Facilities Services Online at: fs.utk.edu
Game Day Recycling Continues to Increase

UT Recycling has stepped up its efforts to move toward its goal of “Zero Waste Game Days” at Neyland Stadium.

Recycling set a goal for the 2014 football season to divert at least 50 percent of the game day waste from landfills.

After the first two home games, the unit has met this goal by sending more than 50 percent of the waste from both game days to be processed for recycling and composting for the first time ever.

Eventually, UT Recycling hopes to move Neyland Stadium to Zero Waste entirely – which means diverting at least 90 percent of waste from landfills.

“Fans are really getting into the Zero Waste Game Day efforts,” Recycling Manager Jay Price said. “We have never captured more than 50 percent of our waste for recycling for a game until this year, and we have done it for both of the first two games this season.”

This accomplishment was achieved by increasing existing efforts, as well as adding additional recycling and composting initiatives in and around Neyland Stadium.

During the first two home games there were about 430 recycling containers on the concourse and another 200 on the terrace, club and skybox levels. By this Saturday’s game, UT Recycling plans to have 600 orange and white recycling containers in place on the concourses throughout the stadium.

All of these recycling containers are single stream, meaning fans can recycle paper, plastic, aluminum, glass, cardboard and steel cans all in one place.

As an added convenience to fans, UT Recycling has team members in bright green t-shirts walking up and down the aisles asking people for their recyclables.

“Collecting additional recyclables this way has worked out really well and we plan to continue it for each game,” Price said.

Also adding to the increased effort inside the stadium is the addition of composting, as well as food donations. Approximately 20 concessions stands on the concourse either compost or donate leftover food and there are plans to increase these numbers as the season moves forward.

UT Recycling also works with ARAMARK to compost or donate left over food from the skybox and club levels. All usable leftover food is donated to Second Harvest Food Bank.

Fans can also join the composting efforts by using the bins at the Zero Waste Station located at Gate 21.

To further encourage recycling in the stadium UT Recycling has launched its “Get Caught Green Handed” campaign. As part of the campaign two fans each home game who are seen recycling will receive a football signed by Butch Jones.

The new recycling efforts continue once fans have left the stadium. Beginning this year the cleaning crews separate waste left in the seating areas to be composted and recycled.

Price said that this initiative alone is creating the biggest change.

“Before this season, from the seating areas, we only collected cups and bottles for recycling,” he said. “It is just a simple change in the way that the cleaning crews operate.”

So far this season the increased recycling efforts have produced great results. More than 35.45 tons were captured for recycling and composting from the first two home games alone.

“My first football season here, in 2007, we recycled a total of 18 tons from all seven games,” Price said. “This season we captured more than 18 tons for recycling and composting from just the first game alone.

“We are gaining major victories toward Zero Waste this year due to the coordinated efforts of all the major players involved in making game days happen. This is a huge team effort and I am grateful to all of our partners.”
Congratulations to members of our construction team – all the foremen and crew members – on a job well done at Earth & Planetary Sciences.

In August, the team worked, along with contractors, to complete a challenging project in Room 302 of Earth & Planetary Sciences – a building which was built in the 1920s.

The project consisted of reroofing the building, as well as correcting heating and cooling issues in room 302 specifically.

The team removed and stored all of the room’s theater seating in order to remove the old ceiling, duct work, and steam piping. Two dormers, which were built in 1943, were also removed, along with the concrete curbs they were sitting on.

Two new energy efficient air conditioning units were installed as part of the project after the 25-plus-year-old units were removed and new duct work was put in place.

The team reroofed all the flat roofs of the building, built new soffits, and installed an acoustic ceiling with a new energy efficient dimmable lighting system and fixtures.

Room 302 was then cleaned, the theater seating was reinstalled and the new lighting system was programmed.

This project could not begin until after graduation and was completed by August 20 – in time for the first day of class.

Thank you to all the members of the team who worked on this projects – great job!

“I’d like to congratulate the construction staff. The rooms look great and the instructors and students appear very pleased with the renovated classroom. You folks pulled it off!”

Larry McKay, Head
UT Earth & Planetary Sciences
Zone Maintenance recently purchased two laser shaft alignment tools to be used to prevent excessive wear and premature breakdown of equipment.

Shaft alignment is the process to align two or more shafts with each other within a tolerated margin. It is a requirement for machinery before the machinery is put in service.

When a driver like an electric motor is coupled to a pump, it is essential that the shafts of the two pieces are aligned. Any misalignment between the two increases the stress on the shafts and will result in excessive wear and premature breakdown of the equipment. Bearings may also be damaged and need to be replaced, vibration can increase and loads can be increased, both of which the machine is not designed to handle.

A proper shaft alignment can prevent this. In order for us to get the best value from the use of these tools that were purchased we needed to schedule some training for our maintenance staff.

On August 19 and 20, 2014 SKF Training Solutions conducted a series of training on the proper procedural use of the laser shaft alignment tools. This training will allow us to put these tools to use to the best of their capability.

The purchase of the alignment equipment and this training now allows us to minimize costly repairs and downtime of equipment.
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