

# Facilities Services Weekly

August 14, 2017

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

## ADMINISTRATION

### Special Projects:

- Continue to meet and work with our unit PM Coordinators regarding equipment and PMs.
- Creation and scheduling of PMs for equipment after equipment has been entered in Archibus.
- Creating and scheduling of PMs for routine duties performed at locations on campus.
- Verification of equipment already in Archibus to ensure accuracy before assigning PMs.
- Data entry of equipment provided by shops not already in Archibus.
- Working with Sanitation Safety on setting up their Clean Building Module to include completion of data entry of over 7,000 asbestos samples into Archibus.
- Archibus Support for Housing Services.
- Building Operations Console Project.
- Compiling data and creating reports.
- Assisting employees with training and questions concerning Archibus.
- Inventory Changes for Landscape Services.
- Attending meetings of the Facilities Services Student Assistant Scholarship Committee.

### Quote of the Week:

- “Goodness is about character - integrity, honesty, kindness, generosity, moral courage, and the like. More than anything else, it is about how we treat other people.” - Dennis Prager

## FACILITIES OPERATIONS

### Building Finishes:

#### **Building Finishes:**

- We worked on wayfinding and cone zone signs and on sidewalk forms at the Student Health Center.
- We installed pictures at the International House.
- We removed shelves at Jessie Harris.
- We installed new door at South Carrick Hall and one at North Carrick Hall.
- We installed bulletin boards and white boards at the College of Nursing.
- We installed three digital displays at the Tyson Alumni House.

- We hung a banner at the International House.
- We installed several art pieces at Hodges Library and canvas pictures at Andy Holt Tower.

### **Sign Shop:**

- We prepared and installed window graphics at Hodges Library.
- We worked on Wayfinding signs.
- We replaced street signs at Sorority Village and Payton Manning Pass.
- We worked on various name plates.

### **Paint Shop:**

- We worked on the repainting of Tyson Alumni House.
- We painted the interior of 1817 Melrose.
- We worked on common areas at HPER.

### Lock & Key Services:

- Repair door lock at Kappa Kappa Gamma.
- Repair broken key in freezer at Jessie Harris.
- Repair and reattach loose handle at Phi Gamma Delta.
- Change locks in Science Lab.
- Swap locks in Bailey Education Complex.
- Set up core and provide mortise lock for Glazer Building.
- Repair closet door lock in Alpha Delta Pi.
- Many cores and repairs throughout University Housing.

### Landscape Services:

- Repair sinkhole on Pat Summitt Street.
- Begin asphalt paving at 2401 Lake Avenue.
- Continue repair and services hydraulic cylinders/hoses on Bobcat skid steer at the Dr. Bass Facility.
- Continue paving patches throughout campus following utility repairs.
- Continue to prep for sod installation at McClung Museum.
- Excavate for new sidewalk connector between front door of the Student Health Center and Pat Summitt Street.
- Remove old building signs where new ones have been installed (on-going).
- Interview candidates for vacant and seasonal positions (on-going).

LANDSCAPE SERVICES CONTINUED ON PAGE 2

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## LANDSCAPE SERVICES CONTINUED:

- Conduct training sessions and continue development of upper level curriculum at the Landscape Academy.

### **Turf:**

- Fescue sod installation at the Student Services/Communications Building.

### **Arboriculture:**

- Crown raise willow oaks along Cumberland Avenue to UT Drive along Volunteer Blvd.
- Crown raise white ash for clearance of the drive and parking. Clean out 1" and large dead branches in the lower crown at the Howard Baker Center.
- Crown raise cherry laurel for clearance of exterior steps at Henson Hall.
- Crown raise for clearance of walks, steps, lighting, etc. across campus for the upcoming start of semester and the return of students.

## UT Recycling:

- UT Recycling is hosting IGNITE volunteers Tuesday and Wednesday to help re-sticker various trash and recycling bins on campus.
- New residence life magnets, posters, and brochures have been created and hung up.
- UT Recycling will help with move-in this weekend to help people properly recycle their cardboard boxes.
- UT Recycling will host the Leadership Knoxville Scholars for a tour this Friday.

## Recycling Totals for August 6 through August 12:

- Bottles/Cans: 4,480 pounds.
- Paper: 14,240 pounds.
- Cardboard: 16,940 pounds.
- Glass: 0 pounds.
- Manure: 13,000 pounds.
- Compost: 6,620.7 pounds.
- Totals: 55,280.7 pounds, 27.64 tons.

## Recycling Totals for Fiscal Year 2018:

- Bottles/Cans: 24,360 pounds, 12.18 tons.
- Paper: 73,820 pounds, 36.91 tons.
- Cardboard: 61,000 pounds, 30.50 tons.
- Glass: 10,700 pounds, 5.35 tons.
- Manure: 109,700 pounds, 54.85 tons.

- Compost: 32,740 pounds, 16.37 tons.
- Totals: 312,320 pounds, 156.16 tons, 793 pallets.

## **ZONE MAINTENANCE**

### Zone 2

- Changed several LED bulbs in the stairwell at the 11th Street Garage, cleaned all drains, and also rebuilt two lights in the large meeting room at UTPD.
- At the Early Learning Center (White Avenue) daycare unstopped well drain to basement access.
- At Jessie Harris we unstopped condensation drain lines leading to overhead air conditioning units.
- We hung new lights in G10 garage.
- We repaired lights on the third floor hallway in Jessie Harris.
- At the Early Learning Center (White Avenue) we unstopped sinks in west restroom.
- At Jessie Harris we replaced GFCI in kitchen and in room 324 we checked window air conditioning unit while also resetting the breaker.
- At Dunford Hall we changed filters in units and changed bulbs in the stairwell.
- At Henson Hall we continued daily checks and assisted door monitors.
- At Greves we changed overhead air conditioning filters in five units.
- We replaced fan motor in the third floor hallway air conditioning unit at Tyson Alumni House.
- We also installed lock boxes on thermostats in room 118 at the Howard Baker Center.
- In Strong Hall we cleaned the penthouse mechanical room, cleaned the third floor roof, hung white boards, inspected fume hoods, and did general routine maintenance.
- At Blount hall we are updating lights to LED bulbs throughout building.
- At Senter Hall we are working on greenhouse shade cloth controls and working on cold room humidity controls.
- Supervisors met with planning commission about the upcoming ribbon cutting event that will be held at the Howard Baker Center.

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ZONE MAINTENANCE CONTINUED ON PAGE 3

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## ZONE 2 CONTINUED:

- We continued general maintenance in SMC.
- We adjusted motion sensors in men's restroom on the first floor of the Howard Baker Center. We also dismantled picnic tables and stored them in the mechanical room at Howard Baker.
- We spoke to staff in regards to removing the wooden box in the mechanical room at Tyson Alumni House.
- We continue to perform daily checks and maintenance at Howard Baker, Tyson Alumni House, and the International House.
- At SMC we insulated piping in the floor of M level, rebuilt induction valve in room 429, replaced ceiling tile in room 411, dug gravel ditch at plaza for access to seal a water leak in the loading dock, and installed keyboard tray on the second floor.
- At the James Haslam Business Building we insulated the ceiling in two rooms on the fifth floor, installed 10 magnetic door stops on the fifth and sixth floors in the team rooms.
- We also completed faucet repairs on the fifth and sixth floor women's restrooms, adjusted a door closure on fourth floor, replaced two broken paper towel dispensers on fourth floor, and cleaned cobwebs from ceiling and out of can lights from second and third floor entrance at the Haslam Business Building.
- We continue to perform general maintenance at the Haslam Business Building.

## Zone 3:

- We continue to prepare our areas for the start of school.
- Our team will work on lighting and gates at the Sororities and Fraternities.
- Zone 3 has worked hard over the last few weeks. I would like to thank them for their hard work and dedication to their areas.

## Zone 7:

- Maintenance serviced heat recovery units, repaired several lights, removed floor tile from several labs, and assisting with move in of new labs at SERF.
- At Min Kao, maintenance is still working on labs, preparing for students to come back and general maintenance
- At the John Tickle Building, Pasqua Nuclear Engineer-

ing Building, Estabrook Hall, Dougherty Engineering, Perkins Hall, and Ferris Hall maintenance is preparing for students to return and performing general maintenance.

## Zone 8:

- We will work in our classrooms and common areas making any last minute repairs.
- The Zone 8 team has worked hard over the summer to get our areas ready for the start of school this fall.
- At JIAMS we are working with other entities to balance the air flow to improve some humidity issues.
- One Call will assist with garage lighting. They will respond to calls and assist our customers as needed.
- I would like to thank them for their hard work and dedication to our customers.

## Zone 9:

- Our team is rebuilding and unstopping toilets.
- We continue to unstop sinks.
- Our team is repairing air conditioners as needed.
- We are replacing ballasts and light bulbs as needed.
- We continue to check equipment for issues, unlock doors, put together furniture, clean gutters, and answer calls.

## Zone 11:

- At Neyland Stadium we are continuing to work on the Stadium in order to prepare it for the season with the help of maintenance personnel in Zone 7 and Zone 9.
- At the Football Complex we checked and adjusted chemicals in pools, changed filters, and assisted Electrical Services during the power outage.
- At Allan Jones Aquatic Center we checked and adjusted chemicals in pools and changed control feeds.
- At East Stadium we replaced the exhaust fan in the men's restroom.
- At Auxiliary Services we assisted Air Conditioning Services on the unit in room 137.
- At Regal Soccer Stadium we assisted Air Conditioning Services on the unit in the training room.
- Throughout the zone we continue general building maintenance.

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## COMMUNICATIONS

### IT Support & Maintenance

- We continue new printer, desktop, and laptop computer installations.
- We are troubleshooting Windows Updates issues.
- We submitted our portion of the annual report.
- We helped build the payroll time clock inventory.
- We will assist Electrical Services with Stadium Lighting.

### Employee Training & Development:

- Don't forget to register for SRAPPA this year! The next Supervisor's Toolkit has been announced for Richmond, Virginia. Richmond, founded in 1737, is the state capital of Virginia and one of America's oldest cities.
- The Supervisor's Toolkit will be held at the University of Richmond during October 9 through October 13.
- Registration and more information can be found here: <http://appa.org/training/toolkit/index.cfm>.
- A direct link to registration for SRAPPA can be found here: <http://www.srappa2017.com/educational-programs--registrations.html>

### Communications & Public Relations:

- We are working on this year's annual report. Thank you to everyone who submitted information for their units and subunits. We would also like to thank everyone who assisted us in getting pictures of each department.
- We are planning upcoming workshops. The next Facilities Fundamentals Workshop will be held September 19 and Matt Layne from Landscape Services will present. Look for more information as the event nears.
- We are working with Landscape Services to create an additional scholarship opportunity through Facilities Services. The committee held its first meeting last week and we are drawing up the scholarship guidelines for the group.
- A report detailing the Employee Satisfaction Survey was completed and sent to administration last week.
- We assisted with the back to school campus construction press release.
- We are working with WATE on a campus construction story.
- Merit Raise guidelines will be distributed this week. Please check your email for more information.

- Annual usage graphs have been created for Zone Maintenance and STAR Team.
- Various fliers are being created/edited.
- A flu shot clinic will be held at the Facilities Services Complex again this year. Look for more information this week.
- We are updating the Building Representative list and the Emergency Contact list.
- Updates are being made to the TNAPPA website.
- The Facilities Services bus will be rebranded. We are working with Marketing to have this completed before football season begins.
- We are assisting UT Chattanooga with their plans for next year's TNAPPA Conference held at the UTC campus. More details will be available soon.
- Updates are being made to the Cone Zone website.
- Updates are being made to the Facilities Services Department website.
- The Facilities Services promotional video is on YouTube. You can view the video [here](#).
- We attended CommuniCon on Friday.
- We are working on several releases for the department.
- Several projects were submitted to the American School & University Architectural Portfolio magazine in July. These include Volunteer Boulevard, the Facilities Services Complex, Stokely Hall, Mossman Building, and the G16 garage.
- We will begin to update the Facilities Services staff directory this month. Brooke will email everyone on the directory to confirm contact information and title.
- Cone Zone signs have been created for projects taking place this summer.
- We are working to launch new social media content. Thank you to everyone who has helped us with photos so far.
- We are planning the upcoming exceptional team lunch for August. The honored team will be announced next week.
- We are working to update the Facilities Services Emergency Response Plan.
- We will frame awards our Facilities Services Complex building received.
- We will attend the Football Traffic Planning kickoff

COMMUNICATIONS & PR CONTINUED ON PAGE 5

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## **COMMUNICATIONS & PR CONTINUED:**

- meeting this week.
- We participated in campus cone zone sign walkthroughs this week and will continue during the next few weeks.
- We are working on training requirements.
- Our customer satisfaction report has been completed.
- Help us to nominate our next Facilities Services Employee of the Month at [tiny.utk.edu/fseom](http://tiny.utk.edu/fseom).
- Help us to nominate our next Facilities Services Exceptional Team at [tiny.utk.edu/exceptional](http://tiny.utk.edu/exceptional).

## **UTILITIES**

### **Air Conditioning Services:**

- Replace AHU 10 at Communications Building.
- Install control air compressor for Hodges Library.
- Install 10 ton air conditioning system for Ion beam lab at Senter Hall.
- Assist Housing department with check in week.
- Continue working on air conditioning systems which serve the Jumbotron at Neyland Stadium.
- Replace cooling tower fan motor at Hesler Biology Building.
- Begin replacing rooftop air conditioning units at Kingston Pike building

### **Plumbing and Heating Services:**

- Installed heater at Earth and Planetary Science.
- Repaired leak on regulator at Central Greenhouse.
- Rebuilt condensate pump and replaced bearings in the motor at Stadium Gate 8.
- Checked specs on the endline for the rotary girder.
- Turned on new steam line in front of Hodges Library.

### **Electrical Services:**

- UTFS Security system upgrade, contract support (Campus Wide).
- UTFS FA/BA: Fire alarm system minor repairs, testing various buildings on campus.
- UTFS outdoor lighting Systems.
- UTFS HV electrical Maintenance (Campus Wide).
- UTFS Support: New GIS 15KV Swg, UT Main Substation.

- UTFS HV: WCR Building three and six construction Support.
- UTFS HV: WCR Humes demolition construction support.
- UTFS FA: Fire alarm Thompson Boling Arena (TBA), fire watch athletics support for TBA events.
- UTFS HV: Mossman construction support.
- UTFS HV: Strong Hall construction support.
- UTFS FA/BA: Haslam Football Practice Facility
- UTFS HV Golf practice facility: new power for trailers.
- Note: UT Main Substation on Todd Helton Dr. had delivered part 1 of 2 E-house last Saturday. The remaining section of the E-house is schedule to be delivered this week.

### **Steam Plant:**

- Continue to replace lighting in steam plant.
- Demo old drain line from No. 1 boiler.
- Cut and trimmed grass around plant.
- Weekly maintenance on 2 MW generator.
- Continue to train in excel.

## **CONSTRUCTION SERVICES**

### **Campus Projects:**

- Alumni Memorial Building: Paint room 115.
- Andy Holt Tower: Paint third floor office suite; eighth floor door controls; Paint room 505; Painting and signage on eighth floor; Polish concrete floor in room P226.
- Art and Architecture: Install expansion joint covers; Paint blue air ducts.
- Austin Peay: Carpet in suite 215; Paint and carpet in rooms 303B and 303G.
- Bailey Education Complex: Paint rooms 204, A304, 420, and A512.
- Baker Center: New flooring for third floor patio; Carpet repairs in various areas; Hang canvas prints.
- Boathouse: Replace motors on the boat lifts.
- Brenda Lawson Athletic Center: Painting several areas; Replace kalwall.
- Business Incubator: Renovation for Anderson Center rooms 112 and 114; Refinish door on room 104B.

CONSTRUCTION CONTINUED ON PAGE 6

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## **CONSTRUCTION CONTINUED:**

- Campus: Evaluate parking garages; parking garage lighting improvements; New roof on Circle Park Info Building; Raze three houses; Power washing.
- Ceramics Annex: Make repairs to kiln.
- Classrooms: Working on 23 classroom renovations.
- Clement Hall: New landscaping and site improvements.
- College of Nursing: Repair settling walls; Painting several rooms; Divide room 232 into two offices.
- Communications Building: Flooring, paint, etc. in room 107Q; Paint rooms 98 through 104; Remove a door and build a wall in room 455/456; Paint room 476; Add chair rail in room 262; Paint and carpet in room 426; Carpet in room 256; paint room 464; Bottle filling station; Repair door and paint bookcases in room 293; Signage for JEM suite.
- Conference Center Building: Paint, chair rail and/or blinds in room 432; Renovations to room 406; Painting and stone work in atrium; Install graphics and white boards in room 120; Change doors in Clinic.
- Dabney-Buehler Hall: Second floor settling repairs; Paint rooms 485 and 611; Electric and exhaust in room 562C.
- Dougherty Engineering Building: Several room renovations on the second and third floors.
- Dunford Hall: Paint rooms 2624 and 2641.
- Early Learning Center (White Ave.): Replace two air conditioning units; New tile floors in rooms 103A and 104A.
- Early Learning Center (11th Street): Additional solar panels.
- Facilities Services Complex: Install glass break detectors; Install wind turbine; Install new lights; Install fire alarm devices; Changes to rooms 107, 110 and 111 for new occupants.
- Fibers and Composites Building: Electric for monitors.
- Glazer Building: Install door in corridor.
- Goodfriend Tennis Center: Add receptacles.
- Greve Hall: Change entrance in room 217.
- Haslam Business Building: Accordion Doors in room 220; Power for several areas (digital signage); Divide rooms 511 and 512 into two rooms; Add receptacles in atrium.
- Haslam Music Building: Add chair rail in ground floor rooms.
- Hearing and Speech Center: New blinds in room 233.
- Hesler Biology: Concrete work and drains in greenhouses; Door controls on Greenhouse doors; Carpet in room 442.
- Hess Hall: Electric work in laundry.
- Hodges Library: Renovate Miles Reading Room 135; Painting several rooms; Assist with office renovations and Graduate Commons renovation Window film on rooms 209 and 641; Paint orange walls and vinyl glass lettering in room G016; Refinish woodwork in room 121.
- Hoskins Library: Build classroom 190.
- HPER: Add emergency lighting.
- Humanities and Social Sciences: Upgrade fire alarm system to speaker devices; Paint and ceiling tiles in room B009C.
- International House: Install monitor mounts in rooms 112 and 206.
- Jessie Harris: Sidewalk and step repairs; Carpet in room 421.
- JIAM: Electric for room 160.
- Kingston Pike Building: Install raceways and equipment for parallel UPS system; Paint restroom.
- McClung Tower: Paint room 209; Paint and carpet in rooms 415, 602, 606, and 714.
- McClung Museum: Replace brick walkway with concrete.
- McCord Hall: Paint and flooring in rooms B012, 102, 103, 104 and 105.
- Melrose Hall: Carpet in Pride Center.
- Middlebrook Building: Replace walls and ceilings in room 120/120A.
- Min Kao: Add receptacles in rooms 338, 633, 634, and 636.
- Morgan Hall: Paint, flooring and furniture in rooms 126 and 201; Renovate rooms 119 and 218; Painting in room 118.
- Neyland Stadium: Repair concrete.
- Nielsen Physics: Paint and carpet in room 307; Paint rooms 406A, 407A and 407B; Add window in room 217A.
- Perkins Hall: Electric and raceways for bollards.
- Pratt Pavilion: Repair exterior siding panels; Door controls for parking area entry door.
- Presidential Court: Renovations to room 112.
- REC Sports Turf Fields: Leveling and patching.
- Roofs: Baker Center Dome, SERF, Austin Peay, Hesler, Volunteer Hall.
- Senter Hall: Concrete and drains in greenhouse.

**CONSTRUCTION CONTINUED ON PAGE 7**

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## CONSTRUCTION CONTINUED:

- SERF: Improvements to chilled water system; Renovate room 309; Safety shower in room 207B; Paint room 311.
- SMC: Paint and/or carpet fourth floor offices; Paint and carpet in rooms 601 and 630; Paint two walls in room 623.
- Sports Bubble: Demo work.
- Steam Plant: Demo ash silo.
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area.
- Strong Hall: Wiring for refrigerator; Conduit for compactor.
- Student Services: Paint rooms 111K, 111Q, 201 and 320.
- Student Union: Add capacity for voice transmitting through fire alarm system; Add slat wall in Volshop.
- Taylor Law: Paint and LVT in room 255; Put camera wiring in wall and add switch in room 88 and 89; Water bottle filler on third floor; New receptacle in room 277; Wiring in rooms 88 and 89.
- Thompson-Boling Arena: Dining area demo.
- TRECS: Replace entry vestibule doors.
- Tyson Alumni House: Outlets for monitors on first floor; New interior signage.
- UT Gardens: Install boardwalk.
- UT Visitors Center: Moving and electric for new tables in kitchen.
- Veterinary Medical Center: Door controls on twelve doors in Vet Teaching Hospital.
- Vol Hall: Add fire alarm devices to make two apartments for hearing impaired.
- 1610 University Avenue: Paint room 229.

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## FACILITIES SERVICES VACANCIES

**Electrician I - FS Construction** - Requisition ID - 170000015L

**2nd & 3rd Shift Custodian (Building Services Aide I)** - Requisition ID - 170000011S

**Asst Bldg Srvs Foreman (5 Positions)** - Requisition ID - 160000018S

**Sr Steam Plant Operator** - Requisition ID - 170000010Y

**Landscape Serv Foreman** - Requisition ID - 17000000JP

**Transfer & Hauling Service Assistant II** - Requisition ID - 17000000WF

**Sr A/C Specialist I** - Requisition ID - 17000000W1

**Electrician I** - Requisition ID - 17000000QD

**Maintenance Specialist I (8 Positions)** - Requisition ID - 16000001MH

**Plumbing & Heating Spec I (2nd shift)** - Requisition ID - 17000000G4

**Heavy Equipment Operator (2 Positions)** - Requisition ID - 17000000BJ

**Sr Line Installer I** - Requisition ID - 17000000AO

**Landscape Aide I (4 Positions)** - Requisition ID - 170000003S

**Senior A/C Specialist II** - Requisition ID - 16000001NO

**Air Conditioning Spec I (4 Positions)** - Requisition ID - 16000000F8

**Line Installer I** - Requisition ID - 16000000M2

**Part-time Temporary Custodian (Building Services Aide I)** - Requisition ID - 16000000DU

**Landscaping Aide I Seasonal temporary work** - Requisition ID - 15000000B5