

Facilities Services Weekly

August 27, 2018

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

ADMINISTRATION

Special Projects:

- Quote of the Week: *“Teamwork divides the task and multiplies the success.”* – Unknown

FACILITIES OPERATIONS

Building Services:

- We are ramping up for football season. Staff will be inside and outside Neyland Stadium.
- Facilities Services will hold a job fair on September 24, 2018.
- The Tiny Trash program is being installed at Andy Holt Tower.
- We are looking for a truck driver with a CDL.

Landscape Services:

- Finalized design and ordered tulips and pansies for fall/winter season.
- Sod repairs: Install sod to repair steam damages at Henson Hall.
- Replace ornamental grasses at Natalie Haslam Music and Lake Loudoun Boulevard.
- Daily support for recruitment activities at Sorority Village and Fraternity Park.
- General support for move-in at residence halls.
- Support for Student Life Welcome Back outdoor events.
- Support for Chancellor’s Picnic.
- Biology Annex: Remove landscape plantings adjacent to building and replace with temporary gravel walkway for football season.
- Ag Equestrian Farm: Complete parking lot and road installation through farm to give access at Old Cherokee Trail Road.
- Campus wide: Complete removal and disposal of all cigarette urns due to implementation of Smoke-Free Campus policy.
- Middle Drive: Assist Plumbing Services with steam return line repairs.
- Campus wide: Street sweeping in preparation for start of fall semester.
- Volunteer Boulevard: Repair sinkhole near TREC facility.

- Blueberry Falls: Sod repairs associated with AT&T man-hole structure repairs.
- Campus wide: Landscape bed preparation and mulch application for student move-in and start of fall semester.
- Campus wide: Swap/installation of new outdoor trash/recycle units (continued).
- Interview candidates for vacant and seasonal positions (on-going).
- Landscape Academy: Conduct training sessions and continue development of upper level curriculum.

Turf:

- Daily mowing/grooming of new event lawns in preparation for fall semester and football.
- Mow campus and adjust schedule for student move-in and outdoor events.

Arboriculture:

- Dunford Hall: Yellowwood tree removal.
- Ayres Hall: Various trees- raising and clearing around lights, walks and other.
- International House: Pin Oaks - prune for clearance of parking spaces.
- N-12 Parking: Hackberry- hazard prune and cable.
- Joe Johnson Drive: Raise for clearance of signs, walks and mowing.
- Terrace Avenue: Raising for bus staging areas.
- Alpha Gamma Rho: Raise for clearance of walks and basketball court.
- Pratt Pavilion/Lake Loudoun Boulevard: Raising for walks and building.
- Clearance pruning around campus lighting and security camera line of sight (continued).
- Campus wide: Update tree inventory data (continued).

Lock & Key Services:

- Clarence Brown Theatre – install and repair.
- Art & Architecture Building – make keys for desk.
- Hesler Biology – lock is sticking.
- Hodges Library – install stay lock.
- Delta Tau Delta – repair lock.
- Tickle Engineering Building – rekey locks and repair combo lock.
- 11th Street Garage – rekey lock.
- 1206 White Avenue – repair lock.
- University Housing – many recores and repairs.

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ZONE MAINTENANCE

Zone 1:

- Staying caught up on the work orders coming in.
- Working with Air Conditioning Services to get some of the kicks worked out of the air conditioners we have had issues with.
- We will work to stay on top of everything that comes in on the second week of the new semester.

Zone 2:

- Hodges Library: Rebuilt leaking actuator valve on third floor; Changed nine LED fixtures on second floor and three fixtures at One Stop; Replaced belts on restroom exhaust fan; Replaced broken stall door hinges in women's restroom at One Stop; Cleaned leaves from our dry well in south machine room; Installed new motor, gearbox and belt on heat wheel in penthouse; Changed north stairwell over to LED lighting; Installed 15 LED light bulbs at the circulation desk; Reinstalled toilet paper dispenser in women's restroom on fourth floor; Rebuilt actuator valve in south commons; Removed leaves from west machine room dry well; Changed all burnt-out lights and ballasts in north and south commons over to LED lighting; Cleaned up big mess in our west machine room that was left for us by contractors; General building maintenance.
- Melrose Hall: Installed new air conditioning unit in room 106; Replaced rusted out p-trap in second floor restroom; Cleaned out gutter because it was stopped up and flooding room e-109a; Repaired gutter at f-section.
- SMC: Air handler repair on main floor; Lights and ceiling tiles; General maintenance.
- Haslam Business Building: Replaced various gauges in machine room; Pressure washed second floor south entrance; Replaced small piping on cooling tower pump; Continued classroom lighting and bathroom repairs; General maintenance.
- Strong Hall: Changed pre-filters in all AHU units; Assisted with correcting Phoenix Control valve issues; General maintenance.

Zone 3:

- We are working in sororities and fraternities assisting with maintenance issues and making needed repairs.
- At the Lake Avenue Daycare our team will finish up light-

ing repairs and look for any issues that need attention.

- The Glazier Building is getting bottle filling stations and some lighting repairs.
- We continue to work with our customers to assist them with the start of the new academic year.
- Our team will clean mechanical rooms and restock supplies.

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Air conditioning at Walters Life Science room M309.
- Alumni Memorial Building lighting.
- Zone wide LED lighting.

Zone 7:

- SERF: Worked on air conditioning units; Replaced ceiling tile; Adjusted doors; Worked on steam issues.
- Dougherty Engineering Building: Serviced air conditioners.
- Ferris Hall: Worked on air conditioners.
- Perkins Hall: Worked on air conditioners.
- Min Kao: Repairing HVAC issues.
- Tickle Engineering Building: Dealing with water damage from room leak.

Zone 8:

- We will work with our customers to assist them with any issues they may have with the new academic year.
- Our team continues to work on LED upgrades in several buildings.
- We are trying to resolve some water pressure issues in Central Greenhouse.
- We have a lot of small projects to attend that our customers have requested. We will work with them at their convenience to get the projects taken care of.
- One Call will assist with LED lighting and respond to calls.

Zone 11:

- Checked and adjusted chemicals in pools at the Football Complex.
- Completed refinishing and filling pool at Allan Jones Aquatic Center.

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ZONE 11 CONTINUED:

- We continue to assist Air Conditioning Services with air handlers at Regal Soccer Stadium.
- Work continues at Neyland Stadium to prepare for the football season and lightings was changed to LED.
- Changed ceiling tiles at Auxiliary Services.
- General building maintenance throughout zone.

COMMUNICATIONS & INFO SERVICES

IT Support & Maintenance:

- Radio inventory
- Setup and install new computers.
- Setup for new users.
- Printer maintenance.
- Begin training with HyperSign.
- Security camera video.
- New monitor installations.
- Setup and install Lutron computer workstations at Mossman.
- Email listserve maintenance.
- Recycling cardboard and electronics.
- Tablet repair and new tablet model testing.
- Outlook troubleshooting.

Communications & Public Relations:

- Planning for the 2018 Chuck Thompson Outstanding Employee Awards has begun. We are currently putting the committee in place and a letter will go out to the department next week. The awards ceremony is tentatively set for Monday, October 29.
- A bake sale to benefit the Facilities Services Student Assistant Scholarship Fund will be held the same day as the Chuck Thompson Awards Ceremony - Monday, October 29.
- Look for the new Recycling tips section appearing weekly in TN Today and VolUpdate.
- We are currently trying to fill three vacant student positions in our unit. If you know of a student who would be interested in working with Communications & PR please email Brooke at krempa@utk.edu.
- August Employee of the Month will be presented this week.

- We are submitting photos of our oldest Rubbermaid Brute bins to Rubbermaid's 50th Anniversary contest. The two bins we are submitted photos of pre-date 1980 and are still in use at Stokely Athletic Facility.
- Organizing various media availabilities and releases.
- Working on FEMA training.
- Employee comment boxes have been installed. Box locations include:
 - Facilities Services Complex Break Room
 - Facilities Services Shop Area
 - Steam Plant (near time clock)
 - Neyland Biology Annex near room 128
 - Ellington Plant Science room 4
 - SERF outside of room 426
 - Former Sanitation Safety (Pest Control) Area at Facilities Services Volunteer Blvd. Location
- Work has begun on the Fiscal Year 2018 Facilities Services Annual Report. There has been a delay in the completion of this report due to missing information.
- Various videos are being edited for distribution. Look for new content to be uploaded near the end of summer.
- We are updating department and unit photos for both the website and for our annual report.
- TNAPPA website updates are taking place.
- We are working to update the awards plaques in the Facilities Services Complex break room.
- We are working on updated messaging for various department programs.
- We are updating the Building Representative List. The updated list will be loaded to the Facilities Services website this week.
- If you have any items you would like included in The Facilitator, including thank you notes, please email Brooke at krempa@utk.edu.
- Work continues on the department organizational charts.
- Website updates are being completed on almost a daily basis.
- The Student Union Phase II was submitted to American School & University Architectural Portfolio magazine.
- Planning has begun for our fall semester Facilities Services DIY series. The first 2018-2019 event will be held September 27 and will feature disinfecting tips for the

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COMMUNICATIONS & PR CONTINUED:

home. Joe Suits from Building Services and Ashley Savage Gilliam will present.

- We will help plan the meals provided for our staff who work during the football games.
- Work continues on the department Emergency Response Plan. We plan to have the document completed by the end of August.
- We are working on the Employee Satisfaction Survey report. It will be sent to administration this week for review and will then be distributed.
- We are completing training on Lynda.com.
- Cone Zone website updates are ongoing. All updates should be complete by tomorrow.
- We are working on September's Facilities Services award events.
- Preliminary planning has already started for the 2018 Facilities Services Holiday Party.
- The Facilities Services website will soon be transferred to Wordpress. Many updates will be seen with this transition.
- We are working with Special Projects to plan upcoming student assistant scholarship fund raisers.
- Help us to nominate our next Facilities Services Employee of the Month at tiny.utk.edu/fseom.
- Help us to nominate our next Facilities Services Exceptional Team at tiny.utk.edu/exceptional.

Campus Projects:

Training News:

- Rebecca is working on the sub-unit's annual report.
- Rebecca is working on getting the Admin Services, Construction Services, and Steam Plant Career Paths reviewed and prepared to submit to Chris Cimino.
- Ian is completing his PSTCC Training.
- Ashley is pulling together numbers for the Respirator Program for the annual report.
- Ashley and Ian are both working on Archibus Training Tutorials.
- Gina, our Student Assistant, has prepared an Archibus Workflow Overview Tutorial.

Upcoming Training:

- Zone Maintenance Customer Service training is scheduled for Tuesday, August 28.

- The Certified Custodial Program for Fall 2018 continues this week.

UTILITIES SERVICES

Air Conditioning Services:

- Repaired air conditioning unit at Bass Anthropology Building.
- Flushed lines and re-set WSHP units at Sigma Kappa Sorority.
- Performed repairs to controls on AHU #3 at Brehm Animal Science.
- Repaired RTU #7 at Bio Engineering and SS Lab.
- Re-set motor starter on AHU #1 at Student Aquatic Center.
- Replacing motor starter on AHU #2 at Student Aquatic Center.
- Repaired WSHP units for Orange Hall.
- Repaired WSHP units at Delta Zeta Sorority.
- Replaced compressor in Bard air conditioning unit at Phi Kappa Psi Fraternity.
- Repaired WSHP units at Stokley Hall.
- Replaced condenser fan motor in condensing unit for walk-in coolers at Stokley Hall.
- Re-built #1 primary pump at Humanities Chiller Room.
- Re-built #2 heating water pump at Dabney-Buehler Hall.
- Prepping Neyland Stadium in anticipation of the first football game.

Electrical Services:

- UTFS FA/BA – Fire Alarm System Testing various buildings on Campus.
- UTFS HV Electrical Maintenance – Campus Wide.
- UTFS Support - NEW GIS 15KV Swg, UT Main Substation.
- UTFS FA/BA – Haslam Football Practice Facility.
- UTFS – Neyland Stadium Renovation – Utilities support.
- UTFS Electrical Metering – Wireless Network.
- Neyland Stadium Electrical Support, Football Game.
- UTFS Electrical Services - CAMPUS Event Support.

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CONSTRUCTION SERVICES

Campus Projects:

- 1840 Melrose: Paint windows; Paint conference room.
- Admin Parking Garage: Repair support beam.
- Andy Holt Tower: Signage on levels P2, 7, and 8; Make office in room P207; Paint rooms P115, P225G, P271 and 533; Renovate room P228.
- Art & Architecture: Demo and build new walls in print center; Add power for glass room outside Wood Shop.
- Austin Peay: NE wall waterproofing; Paint room 303A.
- Auxiliary Services: New dock leveler.
- Bailey Education: Make three offices in room 502; Install Monitor in room 305; Install visual door bell in room 212.
- Baker Center: Blinds for room 327.
- Birchfiel Geography: Paint room 107.
- Black Cultural Center: Paint room 115 and outside columns; Hanging system for table cloths; Wash brick and windows.
- Blount Hall: ADA signage on ground, first and fourth floors.
- Buehler Hall: Provide locking for classrooms 300 and 555.
- Campus: Sidewalk and ADA work; Outside lighting improvements; Window replacements Hoskins, Jessie Harris, Ferris, and Perkins; Eyewash replacements in several labs; Replace steam line sections and valves; Repair Blue phones; Install hand dryers in several buildings; Grow Lab on Terrace Ave.; Power Wash several buildings; Parking lot on Lake Ave.; Repair Pedestrian Bridges.
- Clarence Brown Theatre: New exterior sign; Repair floor.
- Classrooms: Summer classroom renovations (18), Update Technology (7), Carpet replacements (3), Cloud Ceilings (2).
- College of Nursing: Paint rooms 244, 301A, 309, and 367.
- Communications: Renovate restrooms; Paint external stairway treads; Paint, carpet and minor renovations in room 43; Carpet in room 430; Blinds in room 476; Convert room 432 into an office; ADA opener on door near Dean's office; Sleeve and junction box for patio; Install projector screen in room 316.
- Concord Campus: Demo and construction.
- Conference Center: Build-back to basement; Paint rooms 108, 149, 227, 312D; Openers for fourth floor restroom doors; Remove mail center in room 211.
- Dabney Buehler: Repair acid drains; Paint room 353.
- Delta Tau Delta: Demo kitchen ducts; Repair restroom ceilings; Prep for washers and driers.
- Dougherty Engineering: Capstone repairs and caulking; Paint pipe in room 419; Replace hood sash in room 337.
- Dunford Hall: Painting in offices, Office renovation in room 103B; Add window in door for room 103; Signage for Student Disability Services; Paint and carpet room 143; Cabinets for break room 2444; Paint room 115; Replace doors for rooms 105, 106, 115.
- Early Learning Center: White Avenue replace a door.
- 11th Street Garage: Remove 2 UPS and add emergency lighting.
- Engineering & Sciences Annex: Add a door for room 105A.
- Ferris Hall: Paint and carpet room 205 and suite 206.
- Fleet Management: Install key box.
- Goodfriend Tennis: HVAC for first and second floors.
- Greve Hall: New signage on sixth floor; Electric for desks 616 and 618; Paint rooms 302 through 311.
- Haslam Business: Voice Messaging in Fire Alarm Panel; Outlets for rooms 319, 320, 321, and 322; Electric in rooms 242 and 499A; Paint rooms 509 and 606; Mount monitor in room 407.
- Hess Hall: Add card access to 2K laundry room doors; Architectural and Engineering services for apartment additions.
- Hodges Library: Assist with office renovations and Graduate Commons renovation; Repair smoke evacuation system; Painting in rooms 251 and 235B; Refinish wood doors; Paint offices; Build a wall in room 130.
- HPER: Seal wood in room 354.
- Humanities and Social Sciences: Renovate room 209.
- International House: Replace counter top and sink.
- Jessie Harris: Extend rooms 209 and 242 into storage rooms; Carpet room 240.
- Jewel Building (COAD FAB Lab): Electric for robot.
- JIAM: Repair vinyl tile in stairs; New electric panel

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CONSTRUCTION CONTINUED:

- on first floor, new receptacles in rooms 156 and 158B; Cooling water in room 158B; Electric in room G024.
- Kingston Pike Building: Replace expansion joint in wall; Add mag locks to two doors.
- McClung Museum: Wall and floor renovations in Gallery 104A.
- McClung Tower: Paint and carpet 410.
- Middlebrook Building: Paint and lights on second floor.
- Min Kao: Door controls on room 102.
- Morgan Hall: Renovations per POCA Phase 2 in room 226; Tuck pointing north, east and west; Renovate room 218.
- Nielson Physics: Add window in room 217A.
- North Carrick, South Carrick, Morrill and Reese Halls: Inspect exterior walls and remove loose concrete.
- Perkins Hall: Add partition walls in room 223D; New cubicle in room 317; Renovate rooms 106, 115, 116, and 223D; Install outside electric pedestals in two locations.
- Plant Biotech: Electric for podium and painting in rooms 156, 157 and 158.
- SERF: Repair door in room 503; Power drops in room 310; Door controls for room 419.
- SMC: Paint and/or carpet rooms 325, 327, several fifth floor offices, and 629; Voice Messaging in Fire Alarm Panel; Receptacle and data raceway in room 319.
- Stadium Drive G10: Repair broken cable.
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area.
- Strong Hall: Conduit for compactor.
- Student Services: Relocate outlet for Zoom System in room 109E; Renovation for Enrollment Services; Painting in room 211; Office walls in rooms 109H1 and 109I.
- Student Union: Add dock lift.
- Sutherland Ave. Rec. Sports: Washer and Dryer in main building.
- Taylor Law: Change cabinet doors in rooms 225 and 262; Painting several area.
- Tyson Alumni House: Raceways for audio system.
- UT Drive Services Building C: Renovate for College of Nursing.
- Veterinary Medical Center: Widen road on Old Cherokee Road.

FACILITIES SERVICES VACANCIES

Assistant Building Services Foreman - Requisition ID - 18000001B9

Assistant Buyer, Paygrade 34 - Requisition ID - 180000019M

Accounting Assistant III, Facilities Services, Paygrade 34 - Requisition ID - 180000018E

Maintenance Specialist I, Zone Maintenance Sector A, (5 Positions) - Requisition ID - 180000015D

Sr A/C Specialist II (2 Positions) - Requisition ID - 180000013P

Plumbing Foreman I - Requisition ID - 180000013O

Plumbing & Heating Sp I - Requisition ID - 180000013N

Temporary Landscaping Aide I (Seasonal) - Requisition ID - 15000000B5

Landscape Aide I - Requisition ID - 18000000ZI

2nd & 3rd Shift Custodian (Building Services Aide I) - Requisition ID - 18000000SC

Line Installer I - Requisition ID - 16000000M2

Sr Steam Plant Operator - Requisition ID - 170000010Y

Sr Line Installer I - Requisition ID - 17000000AO

Sr Heavy Equip Operator - Requisition ID - 18000000U6

Electrician I - FS Construction - Requisition ID - 18000000QI

Sr Maintenance Specialist (One Call) - Requisition ID - 17000001LY