

Facilities Services Weekly

December 4, 2017

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

Congratulations to our November Employee of the Month **Sheldon Yeatts!**

You can nominate our next employee of the month at tiny.utk.edu/fseom

Congratulations to our October Exceptional Team:

Tom Anderson, Ed McDaniel, Robert Dykes, Bill Mills, Joel Rummage, Randy Miller, Tami Shultz, Jim McCarter, Donnie Lowery, Amanda Ruelle, Ann Free, Jay Price, Jason Staley, and Frank Tallman

Exceptional team nomination forms can be found at tiny.utk.edu/exceptional

Facilities Services Holiday Party

Monday, December 11 at Noon

More details on page 7 of this newsletter.

FACILITIES OPERATIONS

Building Services:

Arena:

- Monday, December 4th: West 6th Floor Skybox - Pro-vost Christmas Party.
- Tuesday, December 5th: Allan Jones Aquatic Center - Swim Meet from 9 a.m. to 7 p.m.
- Tuesday, December 5th: Ray Mears Room - Finance Christmas Party.
- Wednesday, December 6th: Thompson Boling Arena - Lady Vols Basketball Game vs Troy at 7 p.m.
- Wednesday, December 6th: Allan Jones Aquatic Center - Swim Meet from 9 a.m. to 10 p.m.
- Thursday, December 7th: Allan Jones Aquatic Center - Swim Meet from 8 a.m. to 10 p.m.
- Friday, December 8th: Allan Jones Aquatic Center - Swim Meet from 8 a.m. to 10 p.m.
- Saturday, December 9th: Thompson Boling Arena - Men's Basketball Game vs Lipscomb at 2:15 p.m.
- Sunday, December 10th: Thompson Boling Arena - Lady Vols Basketball Game vs Texas at 3 p.m.

Landscape Services:

- Volunteer Blvd. Streetscape: Inspect and test new irrigation system on phase II with contractor.
- Facilities Services Complex: Assist with location and excavation of sleeves for irrigation install to start this week.
- Middle Drive: Assist Facilities Services Construction with excavation for new sidewalk near Perkins Hall.
- Henson Hall: Finalize landscape improvements in north greenspace.
- Seasonal Flower Beds: Planting tulip bulbs (continued).
- Campus wide leaf removal (continued).
- Remove old building signs where new ones have been installed (on-going).
- Interview candidates for vacant and seasonal positions (on-going).
- Landscape Academy: Conduct training sessions and continue development of upper level curriculum.

Turf:

- Winterize irrigation systems (continued).
- Turf renovation in select areas.

LANDSCAPE SERVICES CONTINUED ON PAGE 2

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LANDSCAPE SERVICES CONTINUED:

Arboriculture:

- Finalize application and report for Tree Campus USA registration.
- Morgan Hall: Work with electric contractor to trim tree canopies for clearance of new light fixtures.
- Clarence Brown Theatre: Trim surrounding tree canopies for clearance during restroom construction project.

Lock & Key Services:

- Strong Hall – install two combination locks.
- Hodges Library – change code on lock and a repair.
- Student Recreation Center – repair lock.
- Lake Avenue Day Care – repair lock.
- Ceramics Building – replace lock.
- Art & Architecture – repair locks.
- University Housing – many recores and repairs.

UT Recycling:

Recycling Totals for November 26 - December 2:

- Bottles/Cans: 7,220 pounds.
- Paper: 10,060 pounds.
- Cardboard: 8,060 pounds.
- Glass: 2,460 pounds.
- Manure: 16,500 pounds.
- Compost: 19,612.1 pounds.
- Totals: 63,9121 pounds; 31.96 tons.

Recycling Totals for Fiscal Year 2018:

- Bottles/Cans: 210,670 pounds; 105.34 tons.
- Paper: 210,440 pounds; 105.22 tons.
- Cardboard: 373,490 pounds; 186.75 tons.
- Glass: 90,380 pounds; 45.19 tons.
- Manure: 315,700 pounds; 157.85 tons.
- Compost: 345,007 pounds; 172.50 tons.
- Totals: 1,545,687 pounds; 772.84 tons; 2,842 pallets.

ZONE MAINTENANCE

STAR Team:

- Installed glass at Andy Holt Tower.
- Caulked windows at Andy Holt Tower.

- Installed two new LED wall packs at G-10 Garage.
- Ordered new shower door glass at Reese Hall.
- Ordered two new stairwell door glass for North Carrick Hall.
- Repaired ADA door operator at the Student Health Center.
- Repaired ADA door operator at Dunford Hall.
- Repaired ADA door operator at Orange Residence Hall.
- Replaced broken glass at JARTU.
- Installed new door threshold at Morrill Hall.
- Renovation of SERF room 338.
- Renovation of SERF room 439.
- Renovation of SERF room 109A.
- Replaced fume hood top at Dougherty hood in room 324.
- Replaced door at Alumni Memorial Building.
- Replaced roof door at Nielsen Physics.
- Lab commissioning of lab 258.
- LED lighting project at 11th Street Parking Garage.
- LED lighting project at Andy Holt Parking Garage.

Zone 1:

- Started Leslie cleaning at Clement Hall.
- Having to replace a lot of ceiling tiles in North Carrick due to vandalism.
- Got several leaks repaired at Reese Hall as we will have to start getting it ready for the fall opening of 2018.

Zone 2:

SMC:

- Serviced all five leibert units on main floor.
- Serviced three air handlers on main floor.
- Hung four whiteboards on sixth floor.
- General Maintenance.

Haslam Business:

- Serviced the leibert units on main floor.
- General Maintenance.

Strong Hall:

- Hung white boards.
- Assisted with DI water system install.
- Routine maintenance.

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Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building auditorium lighting.
- Zone wide LED lighting.
- Burchfiel repair light.
- Alumni Memorial Building flushing coils.
- Prepping for winter.

Zone 11:

- At Neyland Stadium we are working on finishing winterizing the stadium.
- At Neyland Thompson, Brenda Lawson, and Anderson Training Center we are working on general maintenance.
- We are working on cleaning up and repairs after the prior swim meet at Allan Jones Aquatic Center.
- At Soccer, Softball, Volleyball, Baseball, and Thornton we are working on general building maintenance.
- Working on filter orders for various building.

COMMUNICATIONS

IT Support & Maintenance:

- Setup Autodesk License Server.
- Setup training lab computers for Autodesk training.
- Setup laptops for staff training.
- Help with Iris updates.
- Help with Listserv testing and setup.
- Conference room setups.
- Resolved a scan to email issue with scanning software.
- Setup a laptop to connect to UT's network, added Archibus and email.
- Printer maintenance
- Updated website.
- Worked with phone services in moving phones in ZM and Aquatic Center.
- Added permissions for Chemical Inventory for a customer.
- Help with email.

Communications & Public Relations:

- Please check your email about signing the flags at the Facilities Services Complex. We will also make them available on campus this week.
- We are working on the department's Winter Projects Catalog.
- Social media content creation continues.
- Assisted with the upcoming Social Media presentation for the Sightlines Insights Summit.
- Work continues on the Facilities Services student scholarship. We are in the final development stages and hope to award a scholarship as early as the fall semester of 2018.
- The Healthy Lifestyle Series hosted by the Center for Health Education & Wellness will be held this week.
- We are updating the Building Representative list.
- Updates are being made to the TNAPPA website.
- The Facilities Services bus will be rebranded. The design has been approved and has went to the printer.
- 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. Brooke attended the annual fall board meeting last week at UTC.
- We are working to update the Facilities Services Emergency Response Plan.
- The exceptional team lunch will be held this Thursday.
- Employee of the month will be held sometime next week.
- We are working on several releases for the department.
- If you have any items, including department thank you notes, that you would like included in the next Facilitator please contact Brooke at krempa@utk.edu.
- Updates are being made to the Cone Zone website.
- Updates are being made to the Facilities Services Department website.
- Work has begun on the 2017 APPA FPI survey.
- Old Cone Zone signs are being removed.
- Cone Zone signs are being created and updated.
- We will hire a new student assistant for the subunit in the coming weeks.
- Various fliers are being created/edited.
- 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.

COMMUNICATIONS & PR CONTINUED ON PAGE 4

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COMMUNICATIONS & PR CONTINUED:

- We will work with Training to plan a week long APPA Toolkit in March. The dates have been set and we will begin the planning process in the coming weeks. Look for more information soon.
- Holiday Party planning has begun. This year's party will be held December 11 starting at noon.
- Updating organizational charts for all department units and subunits.
- We are working to launch new social media content. Thank you to everyone who has helped us with photos so far.
- We will frame awards our Facilities Services Complex building received.
- Stay tuned for ways to donate clothes and meals to those in need this holiday season.
- 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.

Employee Training & Development:

Upcoming Training:

- Workers Comp Training: Wednesday, December 6 at 8:30, 1:30, and 4:00.
- APPA Webinar: Establishing an Apprenticeship Program Thursday, December 7 at 3:00.
- STRIDE for Staff Training: Thursday, December 7 at 1:30; Friday, December 8 at 8:30.
- Arc Flash Training: Wednesday, December 13 at 8:30.
- PDQ Training: Thursday, December 14 at 9:00.

Training News:

- The training team is pleased to announce that Unit Orientation for Building Services has been implemented and is off to a successful and exciting start. All new Building Service Aides will receive two specialized training sessions to prepare them for their roles within our department. These new employees will work with the Training Specialists and a coach in their zone to learn how to be successful in their role.
- Annual training must be complete by the end of the year. Please contact fstraining@utk.edu with questions or if you have problems accessing your training in K@TE.

UTILITIES SERVICES

Air Conditioning Services:

- Humanities: Repairing glycol pumps for liebert units at telephone services.
- 1610 university Avenue: Repaired multiple rooftop units.
- WUTK Radio Station: Repaired air conditioning system serving radio station.
- McClung Museum: Making preparations to replace AHU 1.
- Student Recreation Center: Making repairs to both chillers and replacing starter for No. 1 primary pump.
- Hesler Biology: Repaired Sullair vacuum pump.
- Hess Hall: Repaired No. 2 open faced cooler.
- Tandec: Repaired ingersol Rand air compressor.
- Panhellenic Building: Repaired air compressor.

Electrical Services:

- UTFS FA/BA – Fire Alarm System Testing various buildings on Campus.
- UTFS Outdoor Lighting Systems and Safety Walk Fixes.
- UTFS HV Electrical Maintenance – Campus Wide.
- UTFS Support - NEW GIS 15KV Swg, UT Main Substation.
- UTFS HV - WCR Building 3 & 6 Construction Support.
- UTFS FA – Fire Alarm Thompson Boling Arena (TBA) – Fire Watch Athletics support TBA events.
- UTFS FA/BA – Haslam Football Practice Facility.
- UTFS – Building Access – Steam Plant Gate Repairs.
- UTFS - ES Campus Event Support.
- UTFS – Ag Campus Lighting.
- UTFS – Mossman - Removal of Temp Construction Transformer.

Plumbing & Heating:

- Campus steam main line: Preparing for new line installation at Blueberry Falls.
- Tickle Engineering Building: Repair check valves on condensate pumps.
- Morrill Hall: Replaced condensate pumps.
- Student Aquatic Center: Repaired steam leak.
- Communications Building: Repaired steam leak.

PLUMBING SERVICES CONTINUED ON PAGE 5

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- Campus: Replaced condensate pump in manhole.
- Jessie Harris: Repaired steam leak.
- Campus: Repaired steam leak in manhole.
- Motor Pool: Repaired condensate leak and replaced trap.
- Campus: Inspected steam manholes.
- White Hall: Repaired leaking drain in ceiling.
- Chi Omega: Repaired shower valve.
- Clement Hall: Repaired hot water leak and replaced gaskets at leslie hot water.
- Communications Building: Installed new water fountain.
- Hodges Library: Installed new water fountain.
- Steam Plant: Replaced 6" valve at backflow.
- Dabney Hall: Repaired broken drain in ceiling in room 103.
- Stokley Hall: Repaired 3" copper leak on water main line.

Steam Plant:

- Replaced bearing on feed water pump.
- Replaced #1 condensate pump.
- Repaired water line in MCCB.
- Replaced steam trap on heater.
- Test ran 2 MW generator.
- Removed and replaced gas flow meter on #1 boiler for maintenance.
- Tuning of boilers #1, #2, #3, and #5.
- Weekly boiler logs.

CONSTRUCTION SERVICES

Campus Projects:

- Alumni Memorial: Add tunnel ventilation; Add door control switch in 10 and Auditorium.
- Anderson Training Center: Add electric for LED lights in upper atrium; Additional card readers.
- Andy Holt Tower: New shades in rooms 829 through 831; Paint rooms P209, P267, 505, and 505B; Painting on eighth floor; Polish concrete floors on P2 level.
- Auxiliary Services: Wiring for VFD 139.
- Ayres Hall: Sound reducing work in room 227.
- Bailey Education Complex: Paint rooms 204, 414, 314, 315, 420, and A512; Paint and carpet rooms A304 and A305.
- Baker Center: New flooring for third floor patio; Carpet repairs in various areas.
- Biosystems Engineering Labs: New lighting in foyer and room 166; 480 volt power to equipment in room 163.

- Blount Hall: Paint room 005.
- Campus: Evaluate parking garages; Parking Garage lighting improvements; Power washing; Sidewalk and ADA work; Outside lighting improvements; Window replacements Hoskins, Jessie Harris, Ferris Hall, and Perkins Hall.
- Claxton Education: Power for monitor in room 354; Paint rooms 212 and 446.
- College of Nursing: paint rooms 309, 333 and 367.
- Communications: Paint rooms 98 through 104; Add chair rail in room 262; Bottle filling station; New signs in room 293; New blinds and door for room 447; Paint room 440; Family restroom and tile renovations on third floor.
- Conference Center Building: Paint, chair rail and/or blinds in room 432; Install graphics and white boards in room 120; Change doors in Clinic; Build-back to basement; Add receptacle in room 149.
- Dabney-Buehler Hall: Renovate rooms 341 through 343; Tuck-pointing outside rooms 472 through 483A; Install white board in room 319.
- Dougherty Engineering: Paint rooms 206A and 508; Electric in room 102; Power to computer desks in room 235; Power pole in room 511.
- Ellington Plant Sciences: Paint room 281.
- Engineering Sciences Building: Renovate for Nuclear Engineering.
- 11th Street Garage: Remove two UPS and add emergency lighting.
- 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; Install two lockable bollards.
- Food Safety: New flooring in room 200.
- Food Science: Add door between rooms 113 and 114; Repair railing.
- Fred Brown Residence Hall: Add power and fire suppression for range hood.
- Golf Facility Building: Automatic gate for entrance.
- Greve Hall: Change entrance in room 217.
- Haslam Business: Divide rooms 511, 512, and 632 into two rooms; Add Store front framing and doors in three areas on fifth floor; Add family restroom on fourth floor; Wall repairs in room 430; Repair mirror film in room 216; Install sink and faucet in room 501; Divide room

CONSTRUCTION SERVICES CONTINUED ON PAGE 6

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- 632 into two workspaces and extend a wall in room 601.
- Natalie Haslam Music: Add corner protectors.
- Hesler Biology: Door controls on Greenhouse doors.
- Hess Hall: Add card access to 2K laundry room doors.
- Hodges Library: Assist with office renovations and Graduate Commons renovation; Window film on rooms 209 and 641; Paint orange walls and vinyl glass lettering for rooms G016 and G020.
- Hoskins Library: Build classroom 190; Renovations to rooms 104, 105 and 191.
- HPER: Add emergency lighting.
- Humanities and Social Sciences: Upgrade fire alarm system to speaker devices; Paint and ceiling tiles in room B009C; Add sensors in new vault; Add override switch for door controls to classrooms.
- International House: Install monitor mounts rooms 112 and 206; Paint room 203.
- Jessie Harris: Sidewalk and step repairs; VCT flooring in office.
- Jewel Building (COAD FAB Lab): Electric, lighting, and painting in basement.
- JIAM: Electric for room 160; Helium recovery piping system.
- Kingston Pike: Install raceways and equipment for parallel UPS system.
- McClung Museum: Install access panel in room G099C; Carpet in room 103A.
- McCord Hall: Paint and flooring in rooms B012, 102, 103, 104 and 105; Paint rooms 114 and 114A.
- Melrose Hall: Paint room F102.
- Middlebrook Building: Replace walls and ceilings in rooms 120/120A.
- Min Kao: Add access controls to rooms 338, 538, and 540; Antennas on roof for radios.
- Morgan Hall: Paint, flooring and furniture in rooms 126 and 201; Renovate rooms 119 and 218; Painting in rooms 118, 308A and 308G; Add quad outlet and data raceway in 212D2; Renovations per POCA Phase 2 in room 226; Replace wood floors and paint in rooms 121C and 123.
- Nielson Physics: Add window in room 217A.
- Perkins Hall: Installation of control gate on Middle Drive; Paint room 73E.
- Plant Biotech: Paint room 371.
- Polk Avenue Building: Painting, carpet, and baseboards.
- Pratt Pavilion: Door controls for parking area entry door.
- Roofs: Parking Services (repair).
- SERF: Improvements to chilled water system; Renovate room 309; Lab renovation in room 439; Renovate rooms 109, 210, 202, and 205 for Nuclear Engineering; Electric for equipment in room 316.
- SMC: Paint and/or carpet rooms 309, 329, 328, 332, and 339; Power for and hanging displays in rooms 608 and 609; Paint rooms 605 and 619; Window tint in room 425.
- Steam Plant: Demo ash silo.
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area
- Strong Hall: Conduit for compactor.
- Student Union: Add capacity for voice transmitting through fire alarm system; Remove graphics and repaint columns in Vol Bookstore; Build shelving and fabricate cord for trailer; Panic alarms in G2 and G3; Restretch carpet on G3.
- Taylor Law: Put camera wiring in wall and add switch in rooms 88 and 89; Water bottle filler on third floor; New receptacle in room 277; Wiring in rooms 88 and 89.
- Thompson Boling Arena: Add toilets and shower doors in coaches offices.
- Thornton Athletics: Remove lights in lower atrium.
- Tom Black Track: Repair damaged ceiling above restrooms.
- TRECs: Refinish courts.
- Tyson Alumni House: New interior signage.
- UT Gardens: Install boardwalk.
- UTPD: Modify cabinets in room 145 to allow for new desk.
- Veterinary Medical Center: Door controls on 12 doors in Vet Teaching Hospital.
- Vol Hall: Add fire alarm devices to make two apartments for hearing impaired.
- Vol Shops: Add card readers at Commons, Cumberland, and A&A locations
- 1525 University Avenue: Add glass break protection to lower windows.
- 1610 University Avenue: Install light switches in 120.
- 1817 Melrose Ave.: Add storm door to front entry.

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JOIN US FOR THE
2017 FACILITIES SERVICES

Holiday

PARTY

MONDAY, DECEMBER 11

BEGINNING AT NOON
THE TENNESSEE TERRACE AT NEYLAND STADIUM

Lunch, Door Prizes & Holiday Cheer!

For more information please contact Brooke at 214-7662 or krempa@utk.edu

Bus Schedule & Route:

- 11:00 a.m. - Steam Plant
- 11:05 a.m. - Nursing on Volunteer
- 11:10 a.m. - Intersection of James Agee Street and White Avenue
- 11:15 a.m. - Conference Center
- 11:30 a.m. - The Hill (Nielsen Physics)
- 11:35 a.m. - Intersection of Middle Way and Circle Drive
- 11:30 a.m. - Ag Campus (Bus stop between Ellington and Brehm)
- 11:45 a.m. - Facilities Services Complex (Sutherland Avenue)

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Annual Toy Drive November 10 - December 10

The 9th annual toy drive honoring the memory of Ryan McDonald has begun.

This year's toy drive will be held November 10 to December 10.

Ryan was killed tragically during a shooting at Central High School in 2008 when he was 15 years old.

The toy drive aims to inspire hope for area children dealing with difficult times during the holiday season.

To honor Ryan's memory, as well as his aspirations to become a children's counselor, toys are collected by Roger McDonald every year in his nephew's name. The toy drive benefits Helen Ross McNabb and Child & Family of Tennessee.

If you would like to make a donation, please bring unwrapped new toys to the collection box that will be placed near the front entrance of the Facilities Services Complex, 2040 Sutherland Avenue.



Donations can also be given at all Knox area Ingles grocery stores including locations in Powell, Karns, Halls, Farragut, and Merchants Drive.

All toys must be donated by December 10.

For more information, please contact Roger McDonald at 705-9994 or jmcdona3@utk.edu.

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2017 Employee of the Month Award Recipients



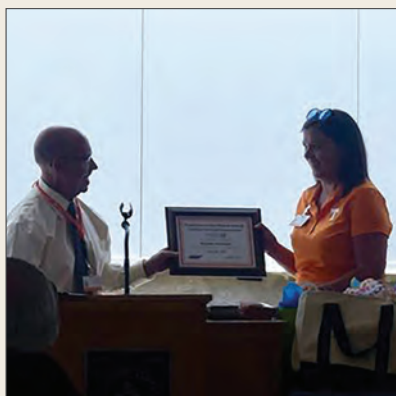
September: **Peter Scanlan**



August: **John Lewis**



July: **Bill Mills**



June: **Brooke Krempa**



May: **Jerry Lethco**



April: **Bill Wilson**



March: **Joe Suits**



February: **Maria Martinez**



January: **Mike Musselman**

Congratulations to our Employee of the Month recipients!

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 Award website, fs.utk.edu, or by following this link: tiny.utk.edu/FSEOM.