

Facilities Services Weekly

January 18, 2017

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

Congratulations to Steve Kopp - Facilities Services December Employee of the Month!

Nominate another hard-working member of our team at fs.utk.edu

ADMIN & SUPPORT SERVICES

Administrative & Support Services:

UT Knoxville Lunch & Learn Vendor Fair

- **February 15, 2017**

Provided by Fastenal in cooperation with Facilities Services Central Supply.

Location: Facilities Services Complex (2040 Sutherland Ave.) in the large hallway by Central Supply

Time: 10 a.m. to 2 p.m.

Lunch provided from 11 a.m. to 1:30 p.m. or as long as supplies last.

- We'll have 10 manufacturers displaying and demonstrating new products of all kinds relating to all the various aspects of our work.

Brands will include Loctite, Dewalt, Bosch, Proto, Georgia-Pacific, and Kimberly-Clark among many others.

- All members of the Facilities Services family are welcome and encouraged to join us!
- For more information about the fair contact Sheree Spoons at 974-8160 or sspoons@utk.edu.

ADMINISTRATION

Special Projects:

- Working with unit PM Coordinators regarding equipment inventory, PM creation and entry of these into Archibus.
- Entering equipment into Archibus.
- Verifying building equipment previously uploaded into Archibus.
- Entering and scheduling PMs.
- TNAPPA 2017 preparations.

REMINDERS:

- Please clear cache every morning. OIT is pushing out updates and when you use the clear cache icon, it updates Archibus with the most recent updates.
- If you do not have a clear cache icon for Chrome, please

contact Jim McCarter at jvm@utk.edu or Veronica Huff at vhuff@utk.edu.

- Please regularly check email for any notifications from Archibus (leave request approvals/rejections, work requests issued, etc.) or the Archibus Team (outage notices).

FACILITIES OPERATIONS

Building Services:

- Mary Parker is officially a Certified Building Services Supervisor.
- Coty Cross has been promoted to Assistant Foreman.
- Certified Cleaning Professional Classes will begin in February for second and third shift. Registration underway.

Landscape Services:

- Thompson Boling Arena: Assist with Monster Jam dirt clean-up at east and west service area.
- Dr. Bass Anthropology Facility: Assist Construction Team off-loading new research structure.
- Senter Hall: Landscape repairs due to renovations.
- Snow removal training and SOP review with Building Services.
- Snow event equipment clean-up/repair and restock of melting products.
- Mulch application to landscape beds (continued).
- Orange & White Dorms: Coordinating with contractor to postpone start of new landscape and irrigation installation until site is ready.
- Clement Outdoor Plaza: Concrete, landscape, and irrigation installation continuing this week.
- Arboriculture: Continue planting tree replacements and canopy clean-up in Fraternity Park.
- Remove old building signs where new one have been installed (on-going).
- Interview candidates for vacant and seasonal positions (on-going).

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Lock & Key Services:

- Volunteer Condos – install and key locks.
- Strong Research Building – Beginning setup.
- Dougherty Engineering Building – need keypad code.
- Plant Biotech – repair or replace exit hardware – Outside door.
- Stokely Family Residence Hall – installing cores.
- University Housing – many recores and repairs.

Rapid Response Team:

- Moves at Haslam Business, Temple Hall, Austin Peay, and getting ready for the JIAMS and Strong Hall moves.
- Events at West Sky boxes, Art & Architecture, Tickle Engineering Building, and Haslam Business Building.
- Hanging banners on walkway for University Housing.
- Addressing all other requests that come in during the week.

UT Recycling:

Totals for the week of January 8 through 14:

- Bottles/Cans: 4,080 pounds
- Paper: 10,880 pounds
- Cardboard: 18,760 pounds
- Manure: 27,600 pounds
- Compost: 13,645 pounds
- Weekly Totals: 74,965 pounds; 37.48 tons

Running Fiscal Year 2017 Totals:

- Bottles/Cans: 256,190 pounds; 128.10 tons
- Paper: 315,100 pounds; 157.55 tons
- Cardboard: 419,209 pounds; 209.60 tons
- Manure: 321,200 pounds; 160.60 tons
- Compost: 314,682 pounds; 157.34 tons
- Fiscal Year Totals: 1,626,381 pounds; 813.19 tons; 704 pallets

ZONE MAINTENANCE

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building auditorium lighting project.
- Campus freeze watch.

- Campus snow removal.

Zone 7:

- Repaired floor tile, worked on cold rooms and repaired and replaced lighting at SERF.
- Repair lights at Min Kao.
- Training new personnel at Tickle Engineering Building.
- Training new personnel at Pasqua Engineering Building.
- Training new personnel at Estabrook Hall.
- Worked on water leaks at Dougherty Engineering Building.
- Hung pictures at Perkins Hall.
- Working on LED lighting project for STAR Team at Ferris Hall.
- Training new personnel at Biology Annex.

Zone 8:

- I would like to start by thanking the Zone 8 Team for their efforts with the snow removal and coverage last weekend.
- Our customers are back. We will be busy making sure they have all their classrooms in good repair.
- We will be working on a variety of projects.
- In our greenhouses we will be replacing parts that have deteriorated from the heat.
- At JIAMS we will be working with the general contractor to get some air flow issues resolved to make our customers more comfortable.
- At JJARTU we will be working on the feed water system that supplies our boilers.
- One Call will be running generators, working on exterior lighting and answering calls.

Zone 11:

- At Neyland replaced ceiling tiles in locker room, worked stopped up sink on Terrace level, and preparing for football Recruits.
- At Football Complex checked and replaced lights as needed, and preparing for football recruits.
- At Allan Jones Aquatic Center preparing for swim meets.
- At Parking Services replaced lights on ramp.
- At Tennis checked and replaced lights as needed.
- General building maintenance throughout zone.

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COMMUNICATIONS

Communications & Public Relations:

- Coordinated with the Daily Beacon for a story about snow cleanup.
- TNAPPA Business Partner registration forms have been distributed through email and mail.
- We are working on updated the nationalized classroom list for campus.
- We are working on updating our department best practices and expanded/additional services documents for the incoming Chancellor.
- The Vol Vision Benchmarks and transition document have been completed and submitted for approval.
- The Building Representative List and Emergency Contact List are being updated.
- We are working on the upcoming Facilities Fundamentals Workshop for spring semester.
- Help us to nominate our next employee of the month at: fs.utk.edu/announcements/DeptAwards.html.
- We are working on several fs.utk.edu web page updates for different subunits.
- Our Customer Satisfaction Survey has closed. A report will be generated in the next two weeks.
- Communications & PR is working with UT Video & Photography to create a five minute video showcasing the achievements of our department.
- We are reformatting and updating the department's Emergency Response Plan.
- We are working on creating and updating Cone Zone signs on campus.
- The Big Orange Family campaign is coming up. We are working on finalizing all team leads for Facilities Services.
- Updates are being made to the department website.
- TNAPPA planning continues and committee meetings are schedule this week. These include a team lead meeting and Prize Committee meeting.
Contact Brooke with any planning questions at 214-7662 or bsteve14@utk.edu.
- Updates have been made to the TNAPPA website.
- If you have any information you would like included in the bi-monthly newsletter, please contact Brooke at bsteve14@utk.edu.
- We submitted five campus projects for the upcoming

American School & University Educational Interiors Magazine.

- We submitted the APPA NACUBO survey for the Office of Sustainability.
- We are working on rebranding the department bus.

Office of Sustainability:

- The Office of Sustainability is working on projects for the spring semester, including Earth Month activities such as Earth Month Celebration and the Environmental Leadership Luncheon.
- We will take part in the Committee for the Campus Environment meeting taking place on Tuesday to continue work on the Climate Action Plan update.

UTILITIES

Air Conditioning Services:

- Completing installation of new air conditioning units in the UT police dispatch area.
- Installing new chiller in Thompson Boling Arena.
- Preparing to install new de-stratification fans in Allan Jones Aquatic Center.
- Replacing ice machine in warehouse area at the Kingston Pike Building.
- Performed repairs to cold rooms at SERF and Plant Biotech Building.
- Repaired ice machine at the SERF Building.
- Repairing phoenix valve in Plant Biotech Building.
- Performed repairs to growth chamber 111C at ETREC Johnson Animal Research Building.
- Replacing leaking safety pop-off valve on boiler the JIAM Building.

Steam Plant:

- Replaced light in fan room.
- Started inventory on Steam Plant stock items.
- Worked on turbine driven feed water pump drive.
- Annual reports.
- Ran conduit for new receptacle at dealkalizers.
- Repacked feed water pumps.
- Replaced valve and unstopped lines on condensate return line.
- Replaced lights above condensate pumps.

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CONSTRUCTION SERVICES

Campus Projects:

- Jessie Harris: Painting and cleaning several rooms; Sidewalk and step repairs.
- JIAMS: Additional electrical service for several labs; Disconnect and reconnect equipment associated with moving.
- Kingston Pike: Install raceways and equipment for parallel UPS system.
- Law Complex: Renovations for faculty offices third floor.
- Lindsey Nelson Stadium: Door controls on weight room.
- McCord Hall: Electric for several rooms; VCT flooring in suite 201.
- Melrose Hall: Carpet room G101; ADA door operator in F Section.
- Middlebrook: Conference room demolition.
- Min Kao: Door holders on corridor doors at room 699H.
- Morgan Hall: Complete Fire Alarm System; Paint, flooring and furniture in rooms 126 and 201; Renovate rooms 119 and 218.
- Nielsen Physics: Replace windows in machine shop.
- Perkins Hall: Add a doorway to hallway.
- Presidential Court: Replace cabinets in cafeteria.
- Roofs: Baker Center Dome, SERF, Law College, Ferris Hall, Nielson Physics, Dabney-Buehler Hall, Claxton, Austin Peay, Tyson House, Burchfiel, Hesler, Earth and Planetary Sciences.
- Senter Hall: Concrete and drains in greenhouse; Renovations to 12 for new equipment.
- SERF: New swipe card access at room 522.
- Sherri Lee Stadium: Two more outfield lights.
- SMC: Paint and/or carpet rooms 252, 424, fifth floor offices, and rooms 624, 634, 642; Electric for monitor in room 406.
- Student Health: Install ladder from second floor roof to the first floor roof.
- Student Services: New ceiling in room 105; Paint room 320.
- Student Union: Repair carpet and trim G3 area.
- Delta Tau Delta: Repair basement ceiling.
- Temple Hall: Convert rooms 108 and 115 to research space.
- TREC: Painting and flooring replacement.

- Tyson House: Add receptacles and wall sconces in room 106.
- UT Police Department: Renovate communications area.
- Volunteer Hall: Controls on security gates P5; Repair EFIS.

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Did you know?

Recycling a single run
of the Sunday

New York Times

would save
75,000 trees.

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TENNESSEE
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RECYCLING

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2016 Employee of the Month Award Recipients



Congratulations to our November Employee of the Month Charlotte Clabough! Please help us to nominate our next Facilities Services Employee of the Month. We owe the success of this program to everyone who takes the time to submit a nomination for one of our many hard working employees.

Help us to honor members of our team in the months to come and cast your nomination for a future employee of the month.

Nomination forms can be found on the Facilities Services Web site, fs.utk.edu, or by following this link:

<https://tiny.utk.edu/FSEOM>.

Hard copies can be found with unit clerks and with Brooke Krempa.

All Facilities Services Employees are eligible for the Employee of the Month Award after one month of service with the department. We invite everyone to nominate an individual of their choice for the award.

For more information about the award program, please contact Brooke Krempa at 214-7662 or bsteve14@utk.edu.

November: Charlotte Clabough

Nominate someone today at <https://tiny.utk.edu/FSEOM>



October: Ashley Savage Gilliam



September: Arthur Tezak



August: Veronica Huff



July: Emma Jean Allred



June: Donnie Carden



May: Jacob Capps



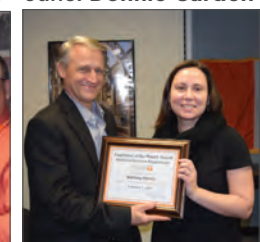
April: Ron Gibson



March: Mike Tackett



February: Dean Wessels



January: Bethany Morris

**2015
and
2014**

