

# Facilities Services Weekly

June 19, 2017

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

## Facilities Services **4<sup>th</sup>** of July Picnic 12 p.m. Thursday, June 29 at FSC

### ADMINISTRATION

#### Special Projects:

- Collaborating with unit PM Coordinators regarding equipment inventory, PM creation and entry into Archibus.
- Data entry of equipment into Archibus.
- Verifying building equipment previously uploaded into Archibus.
- Entering and scheduling PMs.

#### NOTE:

- There have been some minor changes to the Work Request Billing Console. The console is now in page form and you will need to use the filter options as an easier way to search and process your billing console.  
If you have any questions or concerns about how to filter, please do not hesitate to contact a member of the Archibus team.

#### 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](mailto:jvm@utk.edu) or Veronica Huff at [vhuff@utk.edu](mailto: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).

#### Quote of the Week:

- "The harder the conflict, the more glorious the triumph."  
Thomas Paine

### FACILITIES OPERATIONS

#### Building Finishes:

##### **Sign Shop:**

- Worked on room sign at Perkins Hall.
- Signage at Claxton.
- Install window film at Haslam Business Building.
- Wall decal at Student Services Building.
- Various name plates.

##### **Paint Shop:**

- Common areas at HPER.
- Drywall at Frieson Black Cultural Center.
- Drywall at Greve Hall.
- Repaired hallway at Morgan Hall.
- Repaired ceiling at Brehm Animal Science Building.

##### **Building Finishes:**

- Installed sheetrock at Hodges Library.
- Removed block at Humanities and Social Sciences Building.
- Installed bulletin boards at South & East Stadium.
- Installed white board at SMC.
- Repaired door at Dunford Hall.
- Assembled two desks at Communication Building.
- Repaired block at Andy Holt Tower.
- Removed block at Student Aquatic Center.
- Replaced sheetrock above showers at Brehm Animal Science Building.
- Worked on Cone Zone Signs.
- Worked on Wayfinding Building Signs.

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## Lock & Key Services:

- Dunford Hall – rekey locks.
- Student Health Clinic – repair door hardware.
- Dabney-Buehler Hall – change lock function on office door.
- McClung Tower – repair cabinet, lock has fallen out.
- Fibers and Composites Manufacturing Facility and Engineering Annex – rekey locks and install storeroom function handles.
- University Housing – many recores and repairs.

## Rapid Response Team:

- We continue to move items to Strong Hall and JIAMS for researchers.
- Moves at SERF and Ayres Hall.
- Setting up for Board of Trustee’s meetings.
- Addressing all other work requests that come in during the week.

## ZONE MAINTENANCE

### Zone 1:

- We are staying caught up on work orders.
- Having to turn buildings every week as a new conferences come in weekly.
- Working on hot water issues in North and South Carrick Halls.
- And we have been cleaning outside pits and dry wells.

### Zone 3:

- We will be working on air conditioning units and servicing our equipment to prevent unforeseen problems.
- At the Steam Plant we will be cleaning condensing coils and changing filters.
- Our team will be installing new vanities and counter tops in the restrooms at The Glazer Building.
- We will be inspecting our roof tops to keep them free of any debris that may cause problems when it rains.

### Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building auditorium lighting.
- Student Union lighting and more.

- Earth and Planetary Sciences heat and air conditioning improvement.
- Dabney Buehler Hall fume hood motor replaced.
- Alumni Memorial Building room 210 lighting repair.
- Ayres Hall sump repair.

### Zone 8:

- We will be getting Hollingsworth Auditorium ready for The Board of Trustees.
- Our team will be working on air conditioning units and continue to clean condenser coils.
- At JIAMS we will be working on the vacuum system and assisting tenants as needed.
- One Call will be responding to requests and assisting with lighting projects in G10 garage.

### Zone 11:

- At Neyland Thompson, Brenda Lawson, and Anderson Training we are working on maintenance issues for recruits and visitors, and also assisting contractors on the north end of building for construction.
- At Allan Jones we are preparing for the next weekend swim meet, including tear down and equipment set up and all pool maintenance.
- At the outdoor tennis center we are assisting Air Conditioning Services with the new air conditioning in the building.
- At Thornton Athletic and Lindsay Nelson we are working on general maintenance issues.
- At the soccer and softball stadiums we are helping with any maintenance issues for the camps going on.
- At Neyland Stadium we are working on filters throughout the stadium.

## COMMUNICATIONS

### Communications & Public Relations:

- The Facilities Services Fourth of July Picnic will be held at noon **Thursday, June 29** at the Facilities Services Complex, 2040 Sutherland Avenue.
- Work has started on this year’s Facilities Services Annual Report.
- We planning upcoming workshops.

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COMMUNICATIONS & PR CONTINUED ON PAGE 3

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## COMMUNICATIONS & PR CONTINUED:

- We are working to fill student assistant vacancies. Interviews continue this week and we hope to have candidates in place by next week.
- A report detailing the Employee Satisfaction Survey will be completed.
- We are updating the Building Representative list and the Emergency Contact list.
- Updates are being made to the TNAPPA website.
- 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.
- Ordering various prints for Facilities Services Department units.
- Updates are being made to the Cone Zone website.
- The June Communications Council Meeting was held last week.
- Updates are being made to the Facilities Services Department website.
- We are finalizing payments from the TNAPPA Conference.
- Organizing the June Exceptional team lunch for this week.
- Planning for the upcoming Fourth of July Picnic has begun. The bus schedule will be distributed this week. Please check you email for updates.
- The Facilities Services promotional video will be updated to our YouTube channel this week.
- We are working on several releases for the department.
- Several projects will be submitted to the American School & University Architectural Portfolio magazine in July. Our applications were submitted last week.
- Thank you cards have gone out to all businesses that participated in the TNAPPA conference.
- 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.
- 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:

- Completing installation of new air conditioning units in the Outdoor Tennis Building.
- Repaired emergency stand-by chiller at SMC.
- Performed repairs to roof top unit at Dougherty Engineering Building.
- Re-built secondary chilled water pump #3 at SERF chiller house.
- Installed new VFD on pump #3 at SERF Chiller House.
- Replaced condenser fan motor in cold room #535 at Hesler Biology Building.
- Repaired leak in heating water loop on 10th floor of McClung Tower.
- Replacing air compressor at Food Safety Building with new scroll type machine.
- Replacing two heat pump units at 2106 Terrace Avenue that were damaged during the basement being flooded.
- Replacing thermostats on first floor of Hodges Library due to construction.
- Completing replacement of obsolete VAV controls on the fourth floor in Dabney Hall.
- Repaired drive shaft in cooling tower #2 at Johnson Animal Research building.

### 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 – Laurel Substation Phase II.
- UTFS Support - NEW GIS 15KV Swg, Old Substation.
- UTFS HV - WCR Construction Support.
- UTFS FA – Fire Alarm Thompson Boling Arena (TBA) – Fire Watch Athletics support TBA events.
- UTFS Support for Destination and Imagination.
- UTFS Humes Demolition support.
- UTFS HV repairs of HV conduit Joe Johnson Bridge.
- UTFS HV repairs to OH distribution at AG Campus.

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## Steam Plant:

- Worked on annual reports.
- Weekly logs.
- Continue to work on area lighting.
- Mowed and trimmed grass around Steam Plant.
- Worked with Plumbing Services to help unclog drain line.
- Ran generator for weekly test.
- Performed monthly PM on generator.

## CONSTRUCTION SERVICES

### Campus Projects:

- Andy Holt Tower: Paint third floor office suite; Eighth floor door controls; Build enclosure around telephone board in room P205; Paint room 505; Painting and signage on eighth floor; Carpet repairs in rooms P115 and 201.
- Art and Architecture: Demo Photo Lab; Installing overhead power in fourth floor studio; Install expansion joint covers; Hang three white boards in classroom.
- Austin Peay: Carpet in suite 215.
- Jane and David Bailey Education Complex: Paint room 201; Paint rooms 204, A304, and 420.
- Baker Center: New flooring for third floor patio.
- Biosystems Lab Building: Carpet and floor receptacles in room 278; Add two receptacles in room 173C; Add two receptacles in room 173C.
- Brenda Lawson Athletic Center: Painting several areas; Replace kalwall.
- Business Incubator: Renovation for Anderson Training Center rooms 112 and 114; Refinish door on room 104B.
- Campus: Evaluate parking garages; Parking Garage lighting improvements; New roof on Circle Park Info Building.
- Ceramics Annex: Make repairs to kiln.
- Clarence Brown Theatre: Install tile floor in costume shop.
- Classrooms: Working on 23 classroom renovations for summer.
- Claxton Education Building: Paint rooms 324 and 325.
- Clement Hall: New landscaping and site improvements.
- College of Nursing: Repair settling walls; Painting several rooms; Divide room 232 into two offices.

- Communications: Install sign at room 460; Flooring, paint, etc. in room 107Q; Paint rooms 98 through 104; Remove a door and build a wall in rooms 455/456; Paint room 476; Add chair rail in room 262.
- Conference Center Building: Paint, chair rail and/or blinds in room 432; Renovations to room 406; Add door between rooms 314G and 314R, remove cubicles; Painting and stone work in atrium; Install graphics and white boards in room 120.
- Dabney-Buehler Hall: Second floor settling repairs; Move power from wall to table in room 432.
- Dougherty Engineering Building: Several room renovations on the second and third floors; Eyewash on third floor.
- Dunford Hall: Mount flat panel display.
- Early Learning Center: Replace two air conditioning units (White Avenue).
- 11th Street Garage: Additional solar panels.
- Facilities Services: Install glass break detectors; Install wind turbine; Install new lights; Install fire alarm devices.
- Glazer Building: Install door in corridor.
- Greve Hall: Change entrance in room 217.
- Haslam Business: Accordion Doors in room 220; Panic alarms in four offices; Power for several areas (digital signage); Floor receptacles in atrium areas; Divide room 512 into two rooms.
- Hearing and Speech Center: Hang blinds.
- Hesler Biology Building and Greenhouse: Concrete work and drains in greenhouses; Door controls on Greenhouse doors.
- Hodges Library: Renovate Miles Reading Room 135; Painting several rooms; Assist with office renovations, Graduate Commons renovations; Window film on rooms 209 and 641.
- HPER: Add emergency lighting.
- Humanities and Social Sciences: Upgrade fire alarm system to speaker devices.
- Jessie Harris Building: Sidewalk and step repairs; New carpet in rooms 241 and 418; Refinish door in room 115; Painting in rooms 241 and 420.
- JIAMS: Replace acid storage tank.
- Kingston Pike: Install raceways and equipment for parallel UPS system.

CONSTRUCTION CONTINUED ON PAGE 5

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## CONSTRUCTION CONTINUED:

- McClung Tower: Paint room 209.
- McClung Museum: Replace brick walkway with concrete.
- Middlebrook Building: Replace walls and ceilings in rooms 120/120A.
- Morgan Hall: Paint, flooring and furniture rooms 126 and 201; Renovate rooms 119 and 218; Painting in room 118.
- Neyland Stadium: Repair concrete.
- Nielson Physics: Paint and carpet room 307; Paint rooms 406A, 407A and 407B.
- Outdoor Tennis Building: Drill holes in concrete for new gates.
- Pratt Pavilion: Repair exterior siding panels.
- Presidential Court: Renovations to room 112.
- REC Sports Turf Fields: Leveling and patching.
- Roofs: Baker Center Dome, SERF, Claxton, Austin Peay, Tyson House, Hesler, and Volunteer Hall.
- Senter Hall: Concrete and drains in greenhouse.
- SERF: Improvements to chilled water system; Renovate room 309; Safety shower in room 207B.
- SMC: Paint and/or carpet rooms 252, 319, and several rooms on fourth and fifth floor offices; Electric for monitor room 406; Paint and carpet in rooms 601 and 630.
- South and East Stadium: Replace flooring, blinds, and painting in several rooms on the third, fourth, and fifth floors; New canopy on entrance (gate 9).
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area.
- Student Health: Install ladder from second floor roof to the first floor roof.
- Student Services: Paint rooms 111Q, 201 and 320.
- Student Union: Add raceway for camera; Signage in G3.
- Taylor Law Complex: Painting several offices and common areas on second and third floors; Paint and LVT in room 255; Paint patio furniture and exterior railings; Paint suite 157; New carpet in suite 265.
- Thompson-Boling Arena: Dining area demo; Electric work in concession area.
- Tickle Engineering Building: Lock modifications, window treatments to classrooms.
- TRECS: Replace entry vestibule doors; Replace turnstiles.

- Tyson Alumni House: Outlets for monitors on first floor.
- Vet Medical Center: Door controls on 12 doors in Vet Teaching Hospital.
- Volunteer Hall: Controls on security gates P5; Run electrical and form concrete curb.
- 915 22nd Street: Add electrical for freezers and exhaust.
- 1610 University Avenue: Paint room 229.

## FACILITIES SERVICES VACANCIES

**Carpenter I** - Requisition ID -FS Construction - 17000000UO

**Senior Electrician I** - Requisition ID - FS Construction - 17000000UN

**Air Conditioning Foreman I** - Requisition ID - 17000000TD

**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

**2nd and 3rd Shift Custodians (Building Service Aide I)** - Requisition ID - 160000018P

**Landscape Aide I (6 Positions)** - Requisition ID - 170000003S

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

**Air Conditioning Spec I (3 Positions)** - Requisition ID - 16000000F8

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

**Asst Bldg Srvs Foreman (5 Positions)** - Requisition ID - 1500000139

**Painter I (Two Positions)** - Requisition ID - 16000000ZY

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

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

# Facilities Services Weekly

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**Facilities Services Department**

## **4<sup>th</sup>** of July **Picnic 2017**

**12 p.m. Thursday, June 29**  
**Facilities Services Complex**



We will hold a short training session, followed by a 4th of July hamburger and hot dog picnic.

This event is zero waste and will be tented.

**Free Employee Raffle**  
**75+ Prizes & Giveaways**

Event Tickets, UT Gear, Small Appliances,  
Electronics, and more!

**More Information:**

Please contact Brooke at 214-7662 or  
[Krempa@utk.edu](mailto:Krempa@utk.edu) for more information.

Shuttle Schedule to be announced.



# Facilities Services Weekly

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## 2017 Employee of the Month Award Recipients



May: Jerry Lethco



April: Bill Wilson



March: Joe Suits



February: Maria Martinez



January: Mike Musselman

## Congratulations to our Employee of the Month recipients!

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 website, [fs.utk.edu](http://fs.utk.edu), or by following this link: [tiny.utk.edu/FSEOM](http://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](mailto:bsteve14@utk.edu).

Nominate someone today at [tiny.utk.edu/FSEOM](http://tiny.utk.edu/FSEOM)