

Facilities Services Weekly

March 27, 2017

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

The Facilities Services Employee Satisfaction Survey is open through **April 7**. Hard copies can be returned to Brooke Krempa in the Facilities Services Complex and an online version is available at <https://tiny.utk.edu/FS2017Survey>.

Join us for the annual TNAPPA Conference at UT Knoxville this spring!



See page 6 of this newsletter for more information.

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.
- TNAPPA 2017 preparations.

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 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 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 Finishes:

Sign Shop:

- Making window film for Baker Center.
- Doing signage for recycling.
- Making signage for Student Services.

- Various name plates.

Paint Shop:

- Painting common areas at Hesler Biology.
- Painted door at Bio Engineering.
- Repaired wall at CRC Material Science.

Building Finishes:

- Finished panels on Tickle Engineering Bridge.
- Installed two items at Andy Holt Tower.
- Installed bulletin board at Early Learning Center.

Building Services:

- Building Services handled the Science Olympiad last weekend. Panhellenic, Dabney, Dougherty, HPER, Alumni Memorial Building, Humanities, Greve Hall, Nielson, Student Union, Earth & Planetary Science, Perkins Hall, and Hesler were all used.
- We have tested an ionized disinfectant that will enable us to disinfect rooms without touching any of the materials in the room.

Arena:

- Monday, March 27th: Thompson Boling Arena Science Fair.
- Tuesday, March 28th: Thompson Boling Arena Science Fair.
- Tuesday, March 28th: Softball Game vs. Liberty at 4 p.m.
- Tuesday, March 28th: Baseball Game vs. Tennessee Tech at 6 p.m.
- Wednesday, March 29th: Thompson Boling Arena Science Fair.
- Thursday, March 30th: Thompson Boling Arena Science Fair.
- Friday, March 31st: Softball Game vs. NC State at 6 p.m.
- Friday, March 31st: Baseball Game vs. Georgia at 4 p.m.

BUILDING SERVICES CONTINUED ON PAGE 2

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BUILDING SERVICES CONTINUED:

- Saturday, April 1st: Thompson Boling Arena Chemical Engineering Day from 8 a.m. to 6 p.m.
- Saturday, April 1st: Softball Game vs. NC State at 2 p.m.
- Saturday, April 1st: Covenant Health Marathon.
- Sunday, April 2nd: Softball Game vs. NC State at 1:30 p.m.
- Sunday, April 2nd: Covenant Health Marathon.

Landscape Services:

- Orange & White Residence Halls: Irrigation installation is wrapping up. Landscape install will start the week of April 3.
- Blueberry Falls Park: Landscape renovation around upper falls and planting additional blueberry shrubs (continued).
- Turf: Sod renovation from sewer line install at Hesler greenhouse.
- Turf: Full campus mow cycle this week.
- Arboriculture: Walked Volunteer Blvd streetscape for phase 3 planning.
- Arboriculture: Systemic insecticide treatment of hackberry and river birch for aphids over parking/seating areas.
- Arboriculture: Updating tree inventory database.
- Facilities Services Complex: Assist Construction team with installation of new patio and compressor pad.
- Mulch application to landscape beds (continued).
- Finalize performance reviews.
- Remove old building signs where new one have been installed (on-going).
- Interview candidates for vacant and seasonal positions (on-going).
- Landscape Academy: Continue development of upper level curriculum.

Lock & Key Services:

- Student Health Clinic – Door will not lock.
- UT Drive Building B – repair lock.
- Dabney/Buehler Hall – rekey locks.
- Pasqua Nuclear Engineering – repair door handle.
- Aramark Cumberland – repair safe.
- Science Lab – installing cores.
- University Housing – many recores and repairs.

ZONE MAINTENANCE

STAR Team:

- Renovating SERF room 430.
- Renovating room 518 in Perkins Hall.
- Installing filter system on chilled water system at Art & Architecture.
- LED lighting upgrade at Nielsen Physics and Auxiliary Services.
- Vibration testing of pumps and motors.
- Replace broken door glass at Clement Hall.
- Replace broken glass at Neyland Thompson.
- Measure shower door at Anderson Training Weight room.
- Repair handicap door at Neyland Thompson Center.
- Install valves and lines on chilled water line at room 518 in SERF.
- Pickup glass for new doors at the locker room at Anderson Training Room.
- Repair Handicap Door at Vet School.

Zone 1:

- Cleaned cooling towers this weekend getting ready for the air conditioning to be turned on in the residence halls.
- We have been getting caught up on work orders that have come in since students have returned from spring break.
- Filters are still being changed in several buildings throughout the zone.
- One of our fellow maintenance team members is retiring this week. Everyone in the residence halls would like to say thanks for your service to McKinley Hawk.

Zone 3:

- Zone 3 would like to welcome our new team member Larry Pickle. He will be working in Zone 3 and working on our One Call Team.
- We will be working to clean condenser coils over the next week to prepare for warmer weather.
- At our Oak Ridge Building we will be changing filters, belts and greasing all of our equipment.
- We will be working with the Duct Doctor to complete duct cleaning at The Black Culture Center.

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Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building auditorium lighting.
- Student Union move things for Building Services.
- Earth & Planetary Science heat and air conditioning improvement.
- Nielsen Machine shop lighting project.
- Dabney Hall condensate pump failure.

Zone 8:

- We will be cleaning condenser coils and servicing our equipment to prepare for warmer weather.
- We are checking our exterior lighting and making adjustments to building timers to provide a safe and well lit campus for our customers.
- Our team will be working on several projects in our buildings. We are working in restrooms to make needed repairs.
- One Call will be answering calls and working on issues that are hard to get to during regular operating hours.

Zone 11:

- We continue to prepare Neyland Stadium for the Rokerthon world record event held this Wednesday.
- At Football Complex checking and adjusting chemicals in pools and installed new chemical feeder.
- At Allan Jones checked and adjusted chemicals in pools, and changed back wash sand.
- At Good Friends Tennis center assisted Air Conditioning Services on air conditioning unit on first floor.
- At Regal Soccer Stadium rewired outside lights and waterproofing light fixtures.
- Completing general building maintenance throughout the zone.

COMMUNICATIONS

Communications & Public Relations:

- The 2017 Employee Satisfaction Survey was distributed the first week of March. The deadline to take the survey is Friday, April 7. For more information contact Brooke at 214-7662.
- We submitted two articles to APPA detailing our customer service driven programs. Features on RRT and the

STAR Team will be featured in upcoming publications.

- A new employee comment box will be placed at the Facilities Services Complex and on campus. Stay tuned for when and where the boxes are installed. A new online form will also be provided.
- We had a walk through of Pratt Pavilion in preparation for TNAPPA.
- We met with Parking & Transit Services to finalize the details of TNAPPA parking and shuttles.
- The Business Partner Packet for TNAPPA has been created and distributed to our vendors and sponsors.
- We're organizing registration items for TNAPPA participant and business partner registration packets and bags.
- Gathering donations for TNAPPA prizes.
- I would like to thank everyone who volunteered to serve as a Big Orange Family Campaign team lead this year.
- We completed a list of ways our department is directly tied to the academic mission of the university.
- We're working on our American School & University Educational Interiors portfolio submissions. These will be submitted by April 10.
- You can help us to nominate our next employee of the Month at tiny.utk.edu/FSEOM. Hard copies of forms are also available with Brooke Krempa.
- If you would like to register for the upcoming TNAPPA Conference, or volunteer to work during the event please contact Brooke Krempa at 214-7662.
- The nomination structure for the Exceptional Team Award has been changed. Anyone will now be able to nominate a team from our department. The March Exceptional Team recipients will be announced this week.
- We created a new page on our website that details our department's best practices. You can find a link to the page in the right navigation menu of our website at fs.utk.edu or directly at tiny.utk.edu/FSBestPractices.
- Several retirements have taken place during the last few weeks. To see pictures from the parties go to the Facilities Services Facebook page.
- TNAPPA Business Partner registration forms have been distributed through email and mail. More notices were distributed last week.
- A TNAPPA Team Lead Meeting was held week. If you have any questions or concerns about the upcoming TNAPPA Conference please contact Brooke at 214-7662.

COMMUNICATIONS & PR CONTINUED ON PAGE 4

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COMMUNICATIONS & PR CONTINUED:

- We are working on updating the nationalized classroom list for campus.
- We are working on several fs.utk.edu web page updates for different subunits.
- Communications & PR is working with UT Video & Photography to create a five minute video showcasing the achievements of our department.
- We are working on creating and updating Cone Zone signs on campus. We are also making updates to the Cone Zone site.
- Updates are being made to the department website.
- We are working on a customer satisfaction form for the website.

Training & Development:

- Two open door computer lab help sessions will be held this week for first and second shift employees:
Wednesday, March 29 and Thursday March 30 from 4:00 – 6:00 p.m. in the Facilities Services Complex computer lab. Assistance with online OSHA training, Archibus, etc. will be provided.
Please see Ashley or Laura Jo if you have any questions.

UTILITIES

Air Conditioning Services:

- Replaced obsolete RTU on WUOT transmitter building on Sharps Ridge.
- Swapping two pipe systems in the dormitories to cooling.
- Performed repairs to cold room on 6th floor of Walter Life Sciences.
- Performed repairs to cold room at Hesler Biology Building.
- Assisted with a chilled water outage at Andy Holt Tower to repair busted flair nut on 4th floor fan coil unit.
- Installed new isolation valves on chilled water coil of AHU in the penthouse of Dabney-Buehler Hall.

Electrical Services:

- UTFS Security system Upgrade Contract support– Campus Wide.
- UTFS FA/BA – Fire Alarm System minor repairs/Test-

ing 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 Electrical Services Support – Chiller Improvement Project.
- UTFS FA – Fire Alarm Thompson Boling Arena (TBA) – Fire Watch Athletics support TBA events.
- UTFS Electrical Support - Today Show/Neyland Stadium.

Steam Plant:

- Interviews to fill vacant positions.
- Worked on weekly reports.
- Drained #3 boiler to make repairs.
- Repaired alarms on boiler #3 water conditions.
- Worked on logic in DCS.
- Changed out steam trap on heater.
- Changed out flex lines on three condensate pumps.
- Performed maintenance on 75HP air compressor.

CONSTRUCTION SERVICES

Campus Projects:

- Allan Jones Aquatic Center: Repair damage from roof leak in lobby.
- Andy Holt Tower: Paint common areas of room P226; Paint third floor office suite; Eighth floor door controls.
- Art and Architecture: Exhaust system for laser cutters on third floor; Renovations to third floor Print Center; Demo Photo Lab; Continuing work in Kitchen.
- Bailey Education: Paint room 201.
- Business Incubator: Renovation for Anderson Center rooms 112 and 114.
- Campus: Annual maintenance on the Torchbearer and Europa/Bull; Strong Bridge restoration; Evaluate parking garages; Replace fencing C-20 Parking Lot; Parking Garage lighting improvements.
- Classrooms: Working on 23 classroom renovations for summer.

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- Clement Hall: New landscaping and site improvements.
- College of Nursing: Repair settling walls; Painting several rooms.
- Communications: Install sign at room 460; Remove bulletin board and install sign in room 333; Painting in rooms 61, 68 and 70; Modify third floor restroom to a family restroom.
- Conference Center: Paint 313E; Paint, chair rail and/or blinds in room 432; Renovations to room 406; Add door between rooms 314G and 314R, remove cubicles.
- Dabney-Buehler Hall: Install exhaust fan in chase from room 103, Second floor settling repairs.
- Delta Tau Delta: Repair damaged gypsum board ceiling.
- Dougherty Engineering: Several room renovations on the second and third floors.
- Early Learning Center: Replace two air conditioning units (White Avenue).
- 11th Street Garage: Additional solar panels.
- Facilities Services: Install glass break detectors; Install photovoltaic panels and wind turbine; Install new lights; Additional sound proofing.
- Food Science Building: Remove built-in desk and patch surfaces.
- Haslam Business: Install door at room 406; Accordion Doors in room 220; Panic alarms in four offices; Power for several areas (digital signage).
- Hearing and Speech: Hang blinds; Painting and carpet in rooms on first and second floors.
- Hesler Biology: Concrete work and drains in greenhouses; Door controls on Greenhouse doors.
- Hodges Library: Replace cabinet in POD Market; Renovate Miles Reading Room 135; Painting several rooms; Assist with office renovations, Graduate Commons and One Stop/VA Services.
- HPER: Add emergency lighting.
- Kappa Delta Sorority: Modify sprinkler head locations for HVAC servicing.
- Jessie Harris: Sidewalk and step repairs.
- JIAMS: Additional electrical service for several labs for phases 1 and 2.
- Kingston Pike: Install raceways and equipment for parallel UPS system; Carpet room 121.
- McCord Hall: Carpet room 101.
- Morgan Hall: Complete Fire Alarm System; Paint, flooring and furniture in rooms 126 and 201; Renovate room 119 and 218.
- Perkins Hall: Install interlocking rubber tile in room S002.
- Pratt Pavilion: Repair exterior siding panels.
- Roofs: Baker Center Dome, Dabney-Buehler, SERF, Claxton, Austin Peay, Tyson House, Hesler, Volunteer Hall.
- Senter Hall: Concrete and drains in greenhouse.
- SERF: Electric additions to room 520.
- Sherri Lee Stadium: Minor renovations to Press Box.
- SMC: Paint and/or carpet rooms 252, 319, several rooms on fourth floor, and fifth floor offices; Electric for monitor in room 406.
- Stokely Family Residence Hall: New signage; Power to compactors.
- Student Health: Install ladder from second floor roof to the first floor roof.
- Student Services: Paint room 201 and 320; Add door operator in room 201; Add emergency power receptacles for radio station servers.
- Student Union: Add raceway for camera; Signage in G3.
- Taylor Law: Painting several offices and common areas on second and third floors; Reconfigure offices (phase 2).
- Tickle Engineering Building: Lock modifications, window treatments to classrooms.
- Volunteer Hall: Controls on security gates P5; Repair EFIS.



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"Opportunities for Excellence"
May 15 & 16 2017
Hosted By
The University of Tennessee, Knoxville

The Tennessee state chapter of APPA (Tennessee Association of Higher Education Facilities Officers) will meet this spring, May 15 & 16, 2017 for their 28th Annual TNAPPA Conference.

This year's event will be hosted by the University of Tennessee in Knoxville, Tennessee.

We would like to invite you to join colleagues from across the state for professional networking, educational sessions, and information sharing on Opportunities for Excellence in educational facilities!

Full conference registration includes:

Monday - entry to the Hall of Resources, participation in self-guided and guided campus tours (including Neyland Stadium), and a Welcome Dinner at UT Gardens with games, prizes and entertainment.

Tuesday - entry to the Hall of Resources, breakfast, lunch, snacks during afternoon break, all educational sessions, Dr. William Bass keynote presentation, and guided focused tours.

Tuesday only conference registration includes:

Tuesday - entry to the Hall of Resources, breakfast, lunch, snacks during afternoon break, all educational sessions, Dr. William Bass keynote presentation, and guided focused tours.

Pricing information can be found on the registration form included with this letter.

Registration forms and information about the upcoming conference, including educational sessions and detailed schedule information, can be found at tnappa2017.utk.edu.

Information about TNAPPA can be found at tnappa.appa.org.

Accommodations:

Hilton Knoxville Downtown

501 W Church Ave., Knoxville, TN 31902
(865) 523-2300 TNAPPA Rate \$96.00

Holiday Inn Knoxville Downtown

525 Henley Street, Knoxville, TN 37902
(865) 522-2800 TNAPPA Rate \$106.00

Rates are valid through April 22, 2017. Space is limited

*Transportation from hotels to conference location provided.

28TH ANNUAL TNAPPA CONFERENCE

Keynote Speaker:

Dr. William Bass, Ph.D.

Schedule at a Glance

Monday, May 15, 2017

TNAPPA Golf Tournament
Dead Horse Lake Golf Course

Hall of Resources (Exhibit
Hall) Open

UT Knoxville Pratt Pavilion

Welcome Dinner/Games
UT Gardens

Tuesday, May 16, 2017

Full Day Conference
Breakfast, Hall of Resources,
Tours, Lunch, Keynote
Speaker, Educational Sessions,
Focused Tours, Hall of
Resources Break down

Evening Banquet
Galleries, Dinner & Music
Knoxville Museum of Art

TNAPPA PLANNING COMMITTEE

Brooke Krempa, Jason Cottrell,
Veronica Huff, Tiffanie Casteel,
Mike Raabe, Ted Murphy, Maria
Martinez, Amanda Ruelle, and
Randy Hamilton

Contact Information:
Phone: 865-214-7662
Email: bsteve14@utk.edu



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

FACILITIES SERVICES

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2016 Employee of the Month Award Recipients



December: **Steve Kopp**



November: **Charlotte Clabough**



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**

Congratulations to all of our 2016 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 Web site, [fs.utk.edu](https://tiny.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.

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