

Facilities Services Weekly

May 21, 2018

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

Facilities Services **4th** of July Picnic 12 p.m. Thursday, June 28 at FSC

ADMINISTRATION

Special Projects:

- Work continues on the Student Assistant Scholarship Fund Golf Tournament and Silent Auction. If you have any questions about the upcoming tournament please contact Veronica Huff, Brooke Krempa, Matt Layne or Derek Bailey.

ADMINISTRATIVE SUPPORT SERVICES

Business Services:

- Regarding parking on campus for staff this coming fiscal year (2018-2019), every staff member will need to let his/her supervisor know if he/she will be renewing his/her parking permit for the upcoming year. Supervisors will need to notify Amanda Ruelle of all staff allocations using the provided spreadsheets for their responses. These spreadsheets will be emailed to each director today, Monday, May 21. The deadline for this notification is June 14, 2018 at 5 pm.
- Staff members who have a Staff Accessible (handicapped) parking permit will need to visit either the Parking Services office off of Neyland Drive or at Circle Park to renew his/her Staff Accessible parking permit and show his/her Driver License, vehicle registration, and state issued parking placard, even if he/she has done this before. Staff need to show their documents each year to renew their Staff Accessible permit.
- The parking rates will be the same as last year, based on employee salary. Online sales for staff permits will begin July 16th at 10 am. The current parking permits expire July 31, 2018. The new permit year begins August 1, 2018.

FACILITIES OPERATIONS

Landscape Services:

- Destination Imagination: Preparation for event.
- Humanities Lawn (southeast corner): Remove sidewalk and excavate for installation of new walk to HSS plaza.
- Grow Lab: Assist with excavation for water lines.
- Dunford Hall: Assist with excavation for Volunteer Blvd phase 2 irrigation meter.
- Sorority Village: Assist with excavation for two leak repairs in the geothermal system.
- Softball SEC Regionals: Bush hog Stephenson Drive.
- Seasonal Flower Beds: Finish installation of summer color beds.
- Campus Wide: Landscape bed prep and mulch application (continued).
- Blueberry Falls: Complete paver repairs.
- Campus Wide: Swap/installation of new outdoor trash/recycle units (continued).
- Continue performance reviews.
- Interview candidates for vacant and seasonal positions (on-going).
- Landscape Academy: Conduct training sessions and continue development of upper level curriculum.

Turf:

- Irrigation system start-up, testing, and repairs (continued).
- Spot treatment of campus for broadleaf clover control.
- Fertilize and pre-emergent herbicide applications for summer weed control (continued).
- Mow campus and adjust schedule for exams and graduation ceremonies.

LANDSCAPE SERVICES CONTINUED ON PAGE 2

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LANDSCAPE SERVICES CONTINUED:

Arboriculture:

- Training new student staff (continued).
- Circle Park: Tree crown raising.
- Watering of newly planted trees (on-going).
- Campus wide: Update tree inventory data (continued).

ZONE MAINTENANCE

Zone 1:

- All dorms have been gone through room to room and are ready now for summer conferences.
- Reese is now back online going to remain open until White Hall is back online again.
- We had several repairs that had to be done this past week to get us ready thanks to Plumbing Services.
- The Carricks and Reese Hall are ready, there were several leaks that Air Conditioning Services fixed.
- Got the unit working at Massey Hall for the summer conferences.

Zone 2:

- Strong Hall: Assisted with cooling tower repair; General maintenance.
- Haslam: Started working on classrooms; Moved furniture in room 434; Display case lighting repair; General maintenance.
- SMC: Assisted Air Conditioning Services with ice maker; General maintenance.

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building auditorium lighting.
- Zone wide LED lighting.
- Alumni Memorial Building flushing coils.
- Walters Life Sciences filters.
- Burchiel sconce repair.
- Hesler greenhouse lights.

Zone 7:

- Addressing areas that are difficult to get to while students are on break.

COMMUNICATIONS & INFO SERVICES

Communications & Public Relations:

- The summer projects report was completed and distributed.
- We are compiling the data from our Employee Satisfaction Survey. A report will be completed this summer.
- Work continues on the Golf Tournament that will be held this Friday.
- We are updating the Building Representative List.
- Brooke will attend the TNAPPA Conference in Chattanooga 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.
- We are working on updated social media content.
- We are working on Illustrator training courses through Lynda.com.
- Work on the emergency response plan continues.
- We have started the plans for this year's Facilities Services Fourth of July Picnic. This year's event will be held Thursday, June 28.
- We are assisting where needed with the upcoming TNAPPA Conference at UTC May 14 and 15.
- Updates are being made to the Facilities Services website.
- We will attend the campus emergency exercise on May 16 to observe.
- We are working on several releases for the department.
- Work continues on the department organizational charts and directory updates.
- Cone Zone updates are ongoing.
- A Facilities Services ad was created for the Daily Beacon's summer magazine.
- We coordinated media availabilities for Building Services.
- We participated in a Big Orange Family Campaign executive committee debrief session last week.
- We assisted with logistics for the Lunch & Learn vendor fair that will be held here at the Facilities Services Complex on Wednesday.
- We are currently updated staff photos for our website. If you would like your photo updated, please contact Brooke at krempa@utk.edu.

COMMUNICATIONS & PR CONTINUED ON PAGE 3

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COMMUNICATIONS & PR CONTINUED:

- 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.

UTILITIES SERVICES

Air Conditioning Services:

- CRC: Repaired air conditioner #3.
- Hopcote: Repaired attic unit.
- Lake Avenue Early Learning Center: Replaced blower motor and cap.
- CRC: Repaired RTU #1 and RTU #3.
- Environmental Landscape Lab: REpaired split system #1 and replaced condenser fan motor.
- Ellington Plant Science: Repaired water connection to fan coil unit.
- Chi Omega: Repaired geothermal unit serving study room.
- Publication Services: Repaired V coil condenser.
- South Greenhouse: Replaced condenser fan motor in dual stage Aaon unit.
- Hess Hall: Replaced blower motor and cap.
- Middlebrook Building: Replaced blower assembly.
- Walters Life Sciences: Repaired Chiller #2.
- Andy Holt Tower: Repaired Chiller #2.
- Taylor Law: Repaired Chiller #2.
- Jessie Harris: Replace split system at Jessie Harris.
- JIAMS: Repair fill valve for process chill water.

Steam Plant:

- Worked on water softeners meters controllers.
- Worked on control logic for #1 and #5 boiler automatic control.
- Cleaned and pressure washed area for condensate polishers.
- Washed and cleaned external air filters on compressors.
- Worked on air conditioner drain line.
- Mowed and trimmed grass at steam plant.
- Continue to work on lighting.

CONSTRUCTION SERVICES

Campus Projects:

- 1817 Melrose: Install clotheslines.
- 1840 Melrose: Paint windows; Paint conference room.
- Admin Parking Garage: Repair support beam.
- Alumni Memorial Building: Add tunnel ventilation; Add door control hardware in room 210 and Auditorium.
- Anderson Training Center: Additional card readers; Assist with renovations of Coach Pruitt's office.
- Andy Holt Tower: Signage on floors P2, seven, and eight; Provide power to cubicle on sixth floor.
- Art and Architecture: Clean windows.
- Austin Peay: NE wall waterproofing.
- Auxiliary Services: New dock leveler.
- Ayres Hall: Receptacles for DAS System.
- Bailey Education Building: Make three offices in room 502; Electric for projector in room 325.
- Baker Center: Paint room 118 and Honors spaces.
- Blount Hall: ADA signage on ground, first and fourth floors.
- Burchfiel Geography: Receptacles for monitors on first and third floors.
- Brehm Animal Sciences: Voice Messaging in Fire Alarm Panel.
- Campus: Evaluate parking garages; Parking Garage lighting improvements; Sidewalk and ADA work; Outside lighting improvements; Window replacements Hoskins, Jessie Harris, Ferris Hall, and Perkins Hall; Eyewash replacements in several labs; Replace steam line sections and valves; Repair Blue phones; Install hand dryers in several buildings; Grow Lab on Terrace Avenue.
- Classrooms: Summer classroom renovations (18), Update Technology (7), Carpet replacements (3), Cloud Ceilings (2).
- College of Nursing: Paint rooms 244, 301A, 309, and 367; Shelving in room 207.
- Communications Building: Move display case and paint; Receptacles for DAS System; Renovate restrooms; Paint external stairway treads; Paint, carpet and minor reno-

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- vations in room 43; Carpet in room 430; Blinds in room 476.
- Concord Campus: Move from Fleming Warehouse; Demolition and construction.
- Conference Center Building: Build-back to basement.
- Dougherty Engineering Building: Capstone repairs and caulking.
- Early Learning Center: Add mag lock to back door, main lobby.
- 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; Install bollards; New locks on room 122 and 122A; Convert room 139 into an office.
- Fleet Management: Drill hole for data line.
- Glazer Building: Electric for two ceiling projectors and screens; Carpet several rooms.
- Goodfriend Tennis: HVAC for first and second floors.
- Golf Facility Building: Move storage building; Pad for fuel tanks.
- Greve Hall: Build wall in room 633; Electric work in rooms 632 and 633; Monitor in sixth floor corridor; New signage on sixth floor; Door holders on sixth floor.
- Haslam Business Building: Add Store front framing and doors in three areas on fifth floor; Wall repairs in room 430; Divide room 632 into two workspaces and extend a wall in room 601; Three glass rooms on sixth floor; Divide room 624 into two offices; Voice Messaging in Fire Alarm Panel.
- Henson Hall: Card readers in two rooms.
- Hesler Biology: Receptacles for DAS System.
- Hess Hall: Add card access to 2K laundry room doors; Paint Dippers.
- Hodges Library: Assist with office renovations and Graduate Commons renovation; Wall reinforcing and painting for digital sign in room 552; Repair smoke evacuation system.
- HPER: New flooring in weight room.
- Humanities and Social Sciences: Add door controls in classrooms; Renovate room 209.
- International House: Replace counter top and sink.
- Jewel Building (COAD FAB Lab): Electric, lighting, and painting in basement.
- JIAM: Helium recovery piping system.
- Joan Cronan Volleyball: Exterior lighting replacement.
- Kingston Pike Building: Replace expansion joint in wall.
- Lake Avenue Garage: Clean and stain upper concrete walls.
- Laurel Apartments: Receptacles for DAS System.
- McCord Hall: Raceways for data.
- Melrose Hall: Renovate G102.
- Middlebrook Building: Paint and lights on second floor.
- Min Kao: Antennas on roof for radios.
- Morgan Hall: Renovations per POCA Phase 2 in room 226; Tuck pointing north, east and west; install ground and bus bar for telecommunications; Renovate room 218; Paint rooms 121, 122, 309 and 309A.
- Nielson Physics: Add window in room 217A.
- North Carrick, South Carrick and Reese Halls: Inspect exterior walls and remove loose concrete.
- Perkins Hall: Remove screen, mount monitor and paint in room 219; Paint and carpet in room 201.
- Plant Biotech: Electric in room 401.
- SERF: Lower receptacles in room 414; Receptacle in island in room 702.
- SMC: Paint and/or carpet in rooms 309, 330, 341, 611, 630, 635 and several fifth floor offices; Voice Messaging in Fire Alarm Panel; Receptacles for DAS System.
- Stadium Drive G10: Repair broken cable.
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area.
- Strong Hall: Conduit for compactor; Electric work in room 720; Electric, exhaust and moving casework in room 719.
- Student Services: Paint and carpet fourth floor office suite (and Communications); Relocate outlet for Zoom System in room 109E.
- Student Union: Panic alarms G2 and G3; Remove trash cans and add slat wall in Volshop.
- Sutherland Avenue Rec Sports: Washer and Dryer in main building.
- Taylor Law: Change cabinet doors in rooms 225 and

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- 262; Receptacles for DAS System; Painting several areas.
- Temple Hall: Window sealing and repair.
- Tickle Engineering Building: Power to new equipment in room 204A.
- Tom Black Track: Sinks and electric in concessions.
- TREC: Paint gym and room 228.
- UT Drive Services Building C: Renovate for College of Nursing.
- UT Gardens: Install boardwalk.
- UT Police: Office in room 114.
- VolShops: Wireless entry alarms in three VolShops.
- White Avenue Garage: Repair roof leaks.
- Veterinary Medical Center: Door controls on 12 doors in Vet Teaching Hospital; Painting in Pendergrass Library.
- Zeta Tau Sorority: Remove outlets, add data.

FACILITIES SERVICES VACANCIES

Maintenance Specialist I - Requisition ID - 18000000DS

Electrician I - Requisition ID - 18000000KU

Project Manager - Facilities Services - Requisition ID - 18000000KO

Air Conditioning Spec I (3 Positions) - Requisition ID - 18000000D9

2nd & 3rd Shift Custodian (Building Services Aide I) - Requisition ID - 170000011S

Sr Maintenance Specialist (One Call) - 2 Positions - Requisition ID - 17000001LY

Carpenter I - FS Construction (2 Positions) - Requisition ID - 1800000083

Exterminator I - Requisition ID - 180000007P

Painter I - Requisition ID - 17000001LD

Landscape Aide I (Two Positions) - Requisition ID - 17000001QK

Welder I - Requisition ID - 17000001IR

Sr Steam Plant Operator - Requisition ID - 170000010Y

Plumbing & Heating Spec I (2nd shift) - Requisition ID - 17000000G4

Sr Line Installer I - Requisition ID - 17000000AO

Line Installer I - Requisition ID - 16000000M2

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

Join Facilities Services on Social Media



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UT FacilitiesServices

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Time for a 3D Tomo Mammogram?



**UT Medical Center's Mobile Mammography Unit
Will provide screenings at
UT Campus - Circle Park Drive
Friday, June 15, 2018
9am- 4pm**

Criteria for Screening Mammogram:

Age 40+
No current breast problems
No personal history of breast cancer
Inform us if you have breast implants
At least one year since your last screening mammogram

Insurance is filed for each participant.*

Women age 40+ without insurance, call to qualify for grant funding.

***BCBS insurance covers 3D Tome after applying to the deductible.
If questions about BCBS coverage, call your BCBS customer service number on the
back of your insurance card.**

**To schedule an appointment please call the
UT Breast Health Outreach Program at
865-305-9753**

This program made possible through support from the Susan G. Komen East TN,
Champions for a Cause, and National Breast Cancer Foundation

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WANT TO TAKE CLASSES BUT DON'T KNOW WHERE TO START?

Staff and faculty who are interested in taking a class or entering a degree program at UT are invited to a special event on **June 11, 2018**.

Where: Scripps Studio, 402 Communications Bldg.

When:

- 11:30 a.m. – Undergraduate Admissions session
- 12:30 p.m. – Graduate Admissions session

RSVP to HR@UTK.EDU so we have plenty of materials on hand!

A group of current UT employees who are taking classes will share their experiences. Representatives from Enrollment Services and Graduate Admissions will be in attendance to answer questions and share information about the admissions process.

