

Facilities Services Weekly

May 22, 2017

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

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 jym@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

Landscape Services:

- TNAPPA: Prep areas of campus being used for the conference.
- Destination Imagination: Prep and assistance for events May 18 – May 30.
- Andy Holt Tower P1 garage: Finish landscape installation.
- Blueberry Falls Park: Landscape renovation around upper falls and planting additional blueberry shrubs (continued).
- Spring/summer seasonal flower rotation (continued).
- Turf: Irrigation upgrades at Student Services/Communications and McClung Museum (continued).
- Facilities Services Complex: Finish landscape installation near front door and patio for TNAPPA tours.

- Remove old building signs where new ones have been installed (on-going).
- Interview candidates for vacant and seasonal positions (on-going).
- Landscape Academy: Continue development of upper level curriculum.

Arboriculture:

- Prune canopies of trees on Volunteer Blvd. for steam infrastructure equipment.
- Order trees for fall/winter planting.

Rapid Response Team:

- Moving EPS in to Strong Hall.
- Addressing all other work orders that come in during the week.

UT Recycling:

Recycling Totals for May 17 through 20:

- Bottles and Cans: 5,100 pounds.
- Paper: 16,700 pounds.
- Cardboard: 14,700 pounds.
- Manure: 8,000 pounds.
- Compost: 10,592.5 pounds.
- Weekly Totals: 55,092.5 pounds; 27.55 tons.

Recycling Totals for Fiscal Year 2017:

- Bottles and Cans: 400,150 pounds; 200.08 tons.
- Paper: 510,960 pounds; 255.48 tons.
- Cardboard: 663,069 pounds; 331.53 tons.
- Manure: 524,880 pounds; 262.44 tons.
- Compost: 609,400 pounds; 304.70 tons.
- Fiscal Year Totals: 2,708,459 pounds; 1,354.23 tons; 3,947 pallets.

ZONE MAINTENANCE

STAR Team:

- Moving researchers into Strong Hall.
- Installing filter system on chilled water system at Art & Architecture.
- Vibration testing of pumps and motors.
- Lighting project at Humanities Garage.

STAR TEAM CONTINUED ON PAGE 2

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STAR TEAM CONTINUED:

- Repaired automatic gate at Tickle Engineering Building.
- Reseal windows at Ellington Plant Science.
- Repaired handicap doors at Student Recreation Complex.
- Replaced bullet resistant glass and installed new microphone system for UTPD.
- Replaced broken door glass at Dougherty Engineering Building.
- Repaired fire cabinet at room 408 SERF.
- Replaced broken glass at Clement Hall.
- Cut and delivered glass to Massey Hall.
- Cut and delivered glass to Morrell Hall.

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building auditorium lighting.
- Student Union lighting and more.
- Earth & Planetary Science heat and air conditioning improvements.
- Destination Imagination preparation.
- Walters Life Science clean cooling tower.
- Hesler clean cooling tower.
- Dabney Buehler Hall fume hood repair.

Zone 7:

- Worked on areas that are easier to get to with students not in class.
- General maintenance in all buildings.
- Worked on lighting project at auxiliary services.
- Assisted glass team at biology annex.
- Assisted with dorm maintenance.

Zone 9:

- Cleaning and maintaining Any Holt Plaza.
- Cleaning chiller at Student Health Building.
- Answering calls.
- Replacing and rebuilding valves.
- Getting Student Aquatic Center ready for Destination Imagination.
- Helping with lighting upgrades.

- Giving Housing a hand getting ready for Destination Imagination.

COMMUNICATIONS

IT Support & Maintenance:

- TNAPPA support.
- Troubleshoot time clocks for payroll.
- Recycle.
- Locate three unpatched computers for OIT.
- Begin training of new student worker.
- Welcome: Garrett Jones.
- Assist UT Police Department with security camera system inventory.
- Send out power outage notices.
- Assist Administrative & Support Services with inventory.
- Troubleshoot network connection problems at Facilities Services Complex.

Communications & Public Relations:

- The Facilities Services Fourth of July Picnic will be held at noon Thursday, June 29 at the Facilities Services Complex.
- Thank you to everyone who helped to make this year's TNAPPA Conference a success!
- Reminder: the TNAPPA volunteer thank you lunch is at Calhoun's on the River this Wednesday, May 24 starting at 11:30 a.m.
- We are working to fill student assistant vacancies.
- A report detailing the Employee Satisfaction Survey will be completed next month.
- We are updating the Building Representative list.
- Updates are being made to the Cone Zone website.
- Updates are being made to the Facilities Services Department website.
- We are finalizing payments from the TNAPPA Conference.
- Planning for the upcoming Fourth of July Picnic has begun. Look for more details as the event nears.
- The Facilities Services promotional video will be updated to our YouTube channel this week.

COMMUNICATIONS & PR CONTINUED ON PAGE 3

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COMMUNICATIONS & PR CONTINUED:

- We are working on several releases for the department.
- Several projects will be submitted to the American School & University Architectural Portfolio magazine this summer.
- We created a new UT themed poster for the AVI meeting earlier this month.
- 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

Air Conditioning Services:

- Completed installation of new chilled water coils in penthouse air handler at Andy Holt Tower.
- Completed installation of new chilled water coils in penthouse air handler #15 at Dabney Hall.
- Replaced compressor in air conditioning condensing unit at Massey Hall.
- Completing repairs to leaking valves in West Skybox of Neyland Stadium.
- Installing VFD's on AHU's in the penthouse of Presidential Court.
- Replaced safety pop-off valve on air compressor at Stokley Management Center.
- Assist contractors at Strong Hall with new building control interfacing.
- Replaced diaphragm in damper actuator at Stokley Management Center.

Steam Plant:

- Repaired leak on #1 boiler drain.
- Unclogged drain on air compressor.
- Mowed grass at steam plant.
- Started to remove bottom of coal bunkers.
- Worked on daily logs.
- Training new personnel.
- Installed new lighting.
- Fixed oil leaks on gas turbine.
- Sprayed weed killer.

CONSTRUCTION SERVICES

Campus Projects:

- Allan Jones Aquatic Center: Repair damage from roof leak in lobby.
- Alumni Memorial Building: Keypad lock on room 299A.
- Andy Holt Tower: Paint third floor office suite; eighth floor door controls; Build enclosure around telephone board in room P205; Paint room 505.
- Art and Architecture: Exhaust system for laser cutters on third floor; Renovations to third floor Print Center; Demo Photo Lab; Continuing work in Kitchen (painting and floor).
- Austin Peay: Carpet in suite 215.
- Auxiliary Services: Power for new equipment.
- Ayres Hall: Reconfigure landscape furniture in rooms 313 and 327.
- Bailey Education: Paint room 201; Reconfigure modular furniture in suite 332; Paint rooms A304 and A305.
- Baker Center: New flooring for third floor patio.
- Biosystems Lab Building: Carpet in room 278; Add two receptacles in room 173C.
- Black Cultural Center: Water bottle fillers on first and second floors.
- Blount Hall: Water bottle filling station on first floor.
- 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; Parking Garage lighting improvements.
- Ceramics Annex: Make repairs to kiln.
- Classrooms: Working on 23 classroom renovations for summer.
- Claxton Education: 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.

CONSTRUCTION CONTINUED ON PAGE 4

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CONSTRUCTION CONTINUED:

- Conference Center: 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.
- Dabney-Buehler: Install exhaust fan in chase from room 103, Second floor settling repairs; Move power from wall to table in room 432.
- Dougherty Engineering: Several room renovations on the second and third floors; Eyewash on third floor.
- Early Learning Center: Replace two air conditioning units (White Ave.)
- 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: New room signs and hanging pictures on sixth floor; Change entrance in room 217; Water bottle filler on second floor.
- Haslam Business: Install door at room 406; Accordion Doors in room 220; Panic alarms in four offices; Power for several areas (digital signage); Install hand driers on first, second, third and fourth floors.
- 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; Install hand driers on floors one and two; Window film on rooms 209 and 641.
- HPER: Add emergency lighting.
- Jessie Harris: Sidewalk and step repairs; New carpet in rooms 241 and 418; Refinish door in room 115; Painting in rooms 241 and 420.
- JIAMS: Additional electrical service for several labs for phases 1 and 2; Replace acid storage tank.
- Kappa Delta Sorority: Move sprinkler lines for HVAC access.
- Kingston Pike: Install raceways and equipment for parallel UPS system; Carpet room 121.
- McClung Museum: Replace brick walkway with concrete.
- McCord Hall: Wiring for office cubicles.
- Middlebrook Building: Plywood covering on upper storage deck; Modify shelving.
- Morgan Hall: Paint, flooring and furniture in rooms 126 and 201; Renovate rooms 119 and 218; Painting in room 118.
- Neyland Stadium: Repair concrete.
- Perkins Hall: Install interlocking rubber tile in room S002; Carpet in room 115.
- Pratt Pavilion: Repair exterior siding panels.
- 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: Electric additions to room 520; Improvements to chilled water system.
- SMC: Paint and/or carpet rooms 252 and 319, several rooms on fourth floor, 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 rooms 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); Paint and LVT in room 255; Digital signage project.
- Thompson-Boling Arena: Dining area demo; Electric work in concession area.
- Tickle Engineering: Lock modifications, window treatments to classrooms.
- Volunteer Hall: Controls on security gates P5; Run electrical and form concrete curb.
- Walters Life Sciences: Add power for incubator.
- 915 22nd Street: Add electrical for freezers and exhaust.

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FACILITIES SERVICES VACANCIES

Sr Rapid Response Team Member - Requisition ID - 170000000L

Maintenance Specialist I (8 Positions) - Requisition ID - 16000001MH

Sr Maint Specialist I (Pools) - Requisition ID - 17000000HT

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

Exterminator I (2 Positions) - Requisition ID - 170000003E

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 Svs 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

2017 Facilities Services Fourth of July Picnic

12 p.m. Thursday, June 29

Facilities Services Complex



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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>