

Facilities Services Weekly

November 13, 2017

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

Facilities Services Holiday Party

Monday, December 11 at Noon

More details on page 8 of this newsletter.

ADMINISTRATION

Special Projects:

- Collaborating with Sustainability about the collection of equipment data for all campus Bottle Filling Stations.
- Creation and scheduling of PMs for equipment after equipment has been entered in Archibus.
- Creating and scheduling of PMs for routine duties performed at locations on campus.
- Verification of equipment already in Archibus to ensure accuracy before assigning PMs.
- Data entry of equipment provided by shops not already in Archibus.
- Working with Sanitation Safety on setting up their Clean Building Module to include completion of data entry of over 7,000 asbestos samples into Archibus.
- Archibus Support for Housing Services.
- Building Operations Console Project.
- Compiling data and creating reports.
- Assisting employees with training and questions concerning Archibus.
- Inventory Changes for Landscape Services.
- Attending meetings of the Facilities Services Student Assistant Scholarship Committee.

Quote of the Week:

- “There are only two options: make progress or make excuses.” - Tony Robbins

FACILITIES OPERATIONS

Building Services:

Arena:

- Tuesday, November 14th: Men’s Basketball Game vs. High Point 7 p.m.
- Tuesday, November 14th: Lauricella - Humanities Breakfast at 8 a.m.

- Tuesday, November 14th: Lauricella – Chancellor Dinner at 5:30 p.m.
- Wednesday, November 15th: Lady Vols Basketball Game vs. James Madison at 7 p.m.
- Wednesday, November 15th: Basketball Stocking from 11 a.m. to 2 p.m.
- Friday, November 17th: Lady Vols Volleyball Game vs. Ole Miss. at 7 p.m.
- Friday, November 17th: Football Stocking from 12 p.m. to 4 p.m.
- Friday, November 17th: West Club – TN Always Event at 4:30 p.m.
- Saturday, November 18th: Home Football Game vs. LSU at 7 p.m.
- Sunday, November 19th: Lady Vols Volleyball Game vs. Georgia at 1:30 p.m.

Landscape Services:

- Panhellenic: Assist Plumbing with water line repair.
- Pre-snow season prep: Inspect/service equipment, personnel training, product inventory.
- Facilities Services Complex: Assist Construction group with site improvements.
- Henson Hall: Landscape improvements in north green space between building and Cumberland Ave. (continued).
- Facilities Services Complex: Assist Construction with excavation for asphalt and sewer line install.
- Seasonal Flower Beds: Finish seasonal change-out. Planting tulip bulbs (continued).
- Campus wide leaf removal begins.
- Remove old building signs where new ones have been installed (on-going).
- Interview candidates for vacant and seasonal positions (on-going).

LANDSCAPE SERVICES CONTINUED ON PAGE 2

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LANDSCAPE CONTINUED:

- Landscape Academy: Conduct training sessions and continue development of upper level curriculum.

Turf:

- Sod installation at Student Health, Engineering Quad, and TREC.
- Aerate, install topsoil, overseed areas for annual improvements (continued).
- Pesticide applications for broadleaf weed suppression (continued).

Arboriculture:

- Finalize budget actuals for Campus USA application.
- Campus wide: Dead tree removal.
- Campus wide: Update tree inventory data (continued).

Lock & Key Services:

- Facilities Support Services- 20 padlocks for HV keyed.
- HPER – repair lock.
- Hesler Biology – rekey door.
- Melrose Hall- repair file cabinet lock.
- Engineering & Sciences – rekey locks.
- JIAMS – repair door locks.
- UT Drive Building B – rekey locks.
- Auxiliary Services – install hardware new doors.
- University Housing – many recores and repairs.

Recycling:

Recycling Totals for November 5 through 11:

- Bottles/Cans: 10,700 pounds.
- Paper: 8,080 pounds.
- Cardboard: 18,760 pounds.
- Glass: 1,040 pounds.
- Manure: 12,500 pounds.
- Compost: 19,318.1 pounds.
- Totals: 70,398.1 pounds; 35.20 tons.

Recycling Totals for Fiscal Year 2018:

- Bottles/Cans: 168,610 pounds; 84.31 tons.
- Paper: 178,880 pounds; 89.44 tons.
- Cardboard: 298,740 pounds; 149.37 tons.
- Glass: 48,800 pounds; 24.40 tons.
- Manure: 275,200 pounds; 137.60 tons.

- Compost: 287,518 pounds; 143.76 tons.
- Totals: 1,257,748 pounds; 628.87 tons; 2,497 pallets.

ZONE MAINTENANCE

Zone 1:

- We had a leak on the main hot water line at Clement Hall. Maintenance and housekeeping worked together to fix the leak and clean up.
- With Thanksgiving coming up we have a lot of extra work being done while the residents are gone.
- Leslie will be started this week for their cleaning before Christmas break.

Zone 2:

- We are currently upgrading Blount Hall, Jessie Harris and Senter Hall interior lighting to LED.

Hodges Library:

- Replaced broken paper towel dispenser in men's second floor secondary restroom.
- Replaced broken toilet seat in women's restroom on second floor and adjusted door closer as it was slamming to hard.
- Replaced broken stall door hinge and latch.
- Tightened up loose toilet seat in women's main restroom on first floor.
- Changed wall pack light at north east corner of building to a LED light.
- Calibrated three thermostats in special collections.
- Rehung handicap door on ground floor north side of building.
- Replaced three broken brass receptacle floor plates in south commons.
- Unstopped center sink in men's restroom on fourth floor.
- Reattached door closer arm on door at Melrose entrance at Hodges.

Melrose Hall:

- First floor e-section changed two ballasts and a light switch in restroom.
- Replaced and rewired outside light socket at d-section.
- Installed new water stop on second floor restroom at e-section.

ZONE 2 CONTINUED ON PAGE 3

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ZONE 2 CONTINUED:

- Repaired sink leak in men's restroom fourth floor g-section.
- Replaced steam valve in room a-402 g-section and valved steam on.

Baker Center:

- Changed one ballast and replace two bulbs in outside lights.
- Greased HVAC motors and fans.

International House:

- Replaced filter in bottle filler fountain.

Tyson House:

- Greased fan and motors for HVAC units.

SMC:

- Replaced bearing on the roof top air handler north side.
- Hung seven-foot Lexan board on third floor.
- General maintenance.

Haslam Business:

- Working on installation of chair rails in team rooms.
- General Maintenance.

Zone 3:

- We will clean leaves out of guttering and clear off roof tops.
- Our team continues to work on issues in Sororities and Fraternities.
- We will focus on the completion of work requests and wrap up any outstanding work.

Zone 7:

SERF:

- Handled issues due to several power outages.
- Replaced lights as needed.
- Repaired several door locks.
- Cleaned machine rooms.

Min Kao:

- Handled issues due to several power outages.

Tickle Engineering Building:

- Started to service air handlers.

Dougherty Engineering Building:

- Cleaned roof drains.
- Worked on building heaters.

Perkins Hall:

- Working on steam units.
- Cleaning window units.
- Replacing lights.

Zone 8:

- We will clean gutters and rooftops removing leaves.
- Our team continues to work on exterior lighting.
- We will work to complete Archibus work requests.
- Our focus will be on exterior lighting and cleaning mechanical rooms
- One Call will assist with lighting projects and respond to calls.

Zone 9:

- Checking coil units and making needed repairs.
- Maintaining indoor and outdoor pools.
- Replaced 40 hp 700 lbs pump motor at Student Aquatic Center.
- Replaced broken window at Hearing and Speech Center.
- Finishing install new air handler at Communications Building.
- Moving forward with lighting upgrade at McClung Museum.
- Replaced broken windows at the POD Market.
- Continue lighting upgrades at Andy Holt Tower.
- Continue lighting upgrades at Art & Architecture Building.
- Continue to perform routine maintenance checking equipment and changing filters.
- Cleaned dye out of campus ponds.
- Repairing lights in Andy Holt Tower garage.
- Stocking the zone with the 4' LED bulbs.

Zone 11:

- Neyland Stadium: Go over restrooms from past game and get ready for upcoming game against LSU.
- Regal Soccer Stadium: Check lights and restrooms for NCAA round one tournament.
- Good Friend Tennis: Check lights and restrooms for Knoxville Challenge.
- Allan Jones Aquatic Center: Prepare for weekend swim meet.

ZONE 11 CONTINUED ON PAGE 4

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ZONE 11 CONTINUED:

- Work on equipment log sheets all over zone.
- Neyland Thompson, Brenda Lawson, and Anderson Training Center: Work on general maintenance for recruits and visitors.

COMMUNICATIONS

IT Support & Maintenance:

- Video recording department wide meeting.
- Training.
- Toner inventory.
- Computer purchasing and inventory.
- Annual report.
- Order wireless access point.
- Outlook troubleshooting.
- Phishing email consulting.
- Network and display troubleshooting.
- Laptop audio troubleshooting.
- Chrome troubleshooting.

Communications & Public Relations:

- We participated in the SGA Safety Walk tonight. Once the report is complete we will post to the Facilities Services site.
- Assisted with the upcoming Social Media presentation for the Sightlines Insights Summit.
- Work continues on the Facilities Services student scholarship. We are in the final development stages and hope to award a scholarship as early as the fall semester of 2018.
- The Healthy Lifestyle Series hosted by the Center for Health Education & Wellness continues this week.
- We are updating the Building Representative list.
- Updates are being made to the TNAPPA website.
- The Facilities Services bus will be rebranded. The design has been approved and has went to the printer.
- 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. Brooke attended the annual fall board meeting last week at UTC.
- We are working to update the Facilities Services Emergency Response Plan.
- Planning has begun for this month's exceptional team

award.

- We are working on several releases for the department.
- If you have any items, including department thank you notes, that you would like included in the next Facilitator please contact Brooke at krempa@utk.edu.
- Updates are being made to the Cone Zone website.
- Updates are being made to the Facilities Services Department website.
- Work has begun on the 2017 APPA FPI survey.
- Cone Zone signs are being created and updated.
- We will hire a new student assistant for the subunit in the coming weeks.
- Various fliers are being created/edited.
- 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.
- We will work with Training to plan a week long APPA Toolkit in March. The dates have been set and we will begin the planning process in the coming weeks. Look for more information soon.
- Holiday Party planning has begun. This year's party will be held December 11 starting at noon.
- Updating organizational charts for all department units and subunits.
- We are working to launch new social media content. Thank you to everyone who has helped us with photos so far.
- We will frame awards our Facilities Services Complex building received.
- We are working on new social media profiles.
- Stay tuned for ways to donate clothes and meals to those in need this holiday season.
- 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.

Employee Training & Development:

Upcoming Training:

- Excel 2 Training with Kortney Jarman from OIT Wednesday, November 15 from 9 to 11 a.m. in the FS Computer Lab.
- Arc Flash Training with Cesar Penalba Thursday, November 16 from 8:30 to 10 a.m. in FS 102.

TRAINING CONTINUED ON PAGE 5

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TRAINING CONTINUED:

- Excel 3 Training with Kortney Jarman from OIT Wednesday, November 29 from 9 to 11 a.m. in the FS Computer Lab.
- Workers Comp Training with Angie Skeen from Risk Management. Multiple sessions are upcoming. Email fstraining@utk.edu to inquire.

Training News:

- Beth O'Neill, the new Training Admin Specialist, starts with the training team Monday, November 13, 2017.

UTILITIES

Air Conditioning Services:

- New chiller at the Music Building Chiller Plant is on-line and running.
- Repaired heating water pump at the Humanities building; installing new heat exchangers in Hodges Library.
- Performing repairs to oil burning furnace at Fleet Services Building.
- Repaired leaks in the heating water loop in the West Skybox.
- Repaired condensing unit to split system at Jessie Harris building.
- Performed repairs to condensing unit at Dunford Hall.
- Repaired the air cooled chiller at the Business Incubator Building.
- Repaired ice machine at Hess Hall.
- Performed repairs to growth chamber B006E at Hesler Biology Building.
- Replaced thermostat at Raising Kane Restaurant.
- Replacing air compressor at Panahellic Building.
- Replacing mini-split systems in elevator lobbies at Henson Hall.

Electrical Services:

- UTFS FA/BA – Fire Alarm System Testing various buildings on Campus.
- UTFS Outdoor Lighting Systems and Safety Walk Fixes.
- UTFS HV Electrical Maintenance – Campus Wide.
- UTFS Support - NEW GIS 15KV Swg, UT Main Substation.
- UTFS HV - WCR Building 3 & 6 Construction Support.
- UTFS FA – Fire Alarm Thompson Boling Arena (TBA) – Fire Watch Athletics support TBA events.

- UTFS FA/BA – Haslam Football Practice Facility.
- UTFS – Building Access – Steam Plant Gate Repairs.
- UTFS – ES Campus Event Support.
- UTFS – Ag Campus Lighting.
- UTFS - Support for UT Football Game.

Plumbing & Heating Services:

- Replaced valve on boiler at JIAMS.
- Installed height clearance bar at Student Union dock.
- Inspect and pump manholes.
- Repaired trap on leslie.
- Replaced steam regulator at Panhellenic.
- Install new chilled water loop extension at Jessie Harris.
- Repair condensate pump and repaired main line pumps.

Steam Plant:

- Completed work on the gas compressors.
- Replaced blowdown valves on #2 boiler.
- Worked on pop off valve on #2 boiler economizer.
- Replaced flex hose on scanner blower on #4 duct burner.
- Ran air lines on #2 and #3 boilers to fix light off issues.
- Training on Lynda.com.
- Continue to remove old conduit and wiring.
- Worked on control circuit for gas compressors.

CONSTRUCTION SERVICES

Campus Projects:

- Alumni Memorial Building: Add tunnel ventilation.
- Anderson Training Center: Add electric for LED lights in upper atrium.
- Andy Holt Tower: New shades in rooms 829 through 831; Paint rooms P209, P267, 505, and 505B; Painting on eighth floor.
- \Auxiliary Services: Wiring for VFD 139.
- Ayres Hall: Sound reducing work in room 227.
- Bailey Education Complex: Paint rooms 204, 414, 314, 315, 420, and A512.
- Baker Center: New flooring for third floor patio; Carpet repairs in various areas.
- Biosystems Engineering Labs: New lighting in foyer and room 166.

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- Campus: Evaluate parking garages; Parking Garage lighting improvements; Raze three houses; Power washing; Sidewalk and ADA work.
- Claxton Education: Power for monitor in room 354; Paint rooms 212 and 446.
- Communications: Paint rooms 98 through 104; Add chair rail in room 262; Bottle filling station; New signs in room 293; New blinds and door in room 447.
- Conference Center Building: Paint, chair rail and/or blinds in room 432; Install graphics and white boards in room 120; Change doors in Clinic; Build-back to basement; Add receptacle in room 149.
- Dabney-Buehler Hall: Renovate rooms 341 through 343; Tuck-pointing outside rooms 472 through 483A; Install white board in room 319.
- Dougherty Engineering Building: Paint rooms 206A and 508; Electric in room 102.
- Ellington Plant Sciences: Paint room 281.
- Engineering Sciences Building: Renovate for Nuclear Engineering.
- 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; Changes to rooms 107, 110 and 111 for new occupants; Install two lockable bollards.
- Food Safety: New flooring in room 200.
- Food Science: Add door between rooms 113 and 114.
- Fred Brown Residence Hall: Add power and fire suppression for range hood.
- Golf Facility Building: Automatic gate for entrance.
- Greve Hall: Change entrance in room 217.
- Haslam Business: Divide rooms 511, 512, and 632 into two rooms; Add Store front framing and doors in three areas on fifth floor; Add family restroom on fourth floor; Wall repairs in room 430.
- Haslam Music Building: Add corner protectors.
- Hesler Biology: Door controls on Greenhouse doors.
- Hodges Library: Assist with office renovations and Graduate Commons renovation; Window film on rooms 209 and 641; Paint orange walls and vinyl glass lettering in rooms G016 and G020.
- Hoskins Library: Build classroom in room 190;
- Renovations to rooms 104, 105 and 191.
- HPER: Add emergency lighting.
- Humanities and Social Sciences: Upgrade fire alarm system to speaker devices; Paint and ceiling tiles in room B009C; Add sensors in new vault; Add override switch for door controls to classrooms.
- International House: Install monitor mounts in rooms 112 and 206; Paint room 203.
- Jessie Harris: Sidewalk and step repairs; VCT flooring in office.
- Jewel Building (COAD FAB Lab): Electric, lighting, and painting in basement.
- JIAM: Electric for room 160; Helium recovery piping system.
- Kingston Pike: Install raceways and equipment for parallel UPS system.
- McClung Museum: Install access panel in room G099C; Carpet 103A.
- McCord Hall: Paint and flooring in rooms B012, 102, 103, 104 and 105; Paint rooms 114 and 114A.
- Melrose Hall: Paint room F102.
- Middlebrook Building: Replace walls and ceilings in rooms 120/120A.
- Min Kao: Add access controls to rooms 338, 538, and 540; Antennas on roof for radios.
- Morgan Hall: Paint, flooring and furniture in rooms 126 and 201; Renovate rooms 119 and 218; Painting in rooms 118, 308A and 308G; Add quad outlet and data raceway in room 212D2.
- Nielson Physics: Add window in room 217A.
- Perkins Hall: Installation of control gate on Middle Drive; Paint room 73E.
- Pratt Pavilion: Door controls for parking area entry door.
- Roofs: Parking Services (repair).
- SERF: Improvements to chilled water system; Renovate room 309; Lab renovation in room 439; Renovate rooms 109, 210, 202, and 205 for Nuclear Engineering; Electric for equipment in room 316.
- SMC: Paint and/or carpet in rooms 309, 329, 328, 332, 339; Power for and hanging displays in rooms 608 and 609; Paint rooms 605 and 619; Window tint in room 425.

CONSTRUCTION SERVICES CONTINUED ON PAGE 7

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- Steam Plant: Demo ash silo.
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area.
- Strong Hall: Conduit for compactor.
- Student Union: Add capacity for voice transmitting through fire alarm system; Remove graphics and repaint columns in Vol Bookstore; Build shelving and fabricate cord for trailer; Panic alarms in rooms G2 and G3.
- Taylor Law: Put camera wiring in wall and add switch in rooms 88 and 89; Water bottle filler on third floor; New receptacle in room 277; Wiring in rooms 88 and 89.
- TBA: Add toilets and shower doors in coaches offices.
- Thornton Athletics: Remove lights in lower atrium.
- TRECS: Refinish courts.
- Tyson Alumni House: New interior signage.
- UT Gardens: Install boardwalk.
- UTPD: Modify cabinets in room 145 to allow for new desk.
- Veterinary Medical Center: Door controls on 12 doors in Vet Teaching Hospital.
- Vol Hall: Add fire alarm devices to make two apartments for hearing impaired.
- Vol Shops: Add card readers at Commons, Cumberland, and Art & Architecture locations.
- 1525 University Avenue: Add glass break protection to lower windows.
- 1610 University Avenue: Paint room 229.

FACILITIES SERVICES VACANCIES

Air Conditioning Spec I (3 Positions) - Requisition ID - 1700000185

Transfer & Hauling Service Assistant II - Requisition ID - 17000001KF

Welder I - Requisition ID - 17000001IR

Plumbing & Heating Sp I - Requisition ID - 17000001GB

Irrigation Technician II - Requisition ID - 17000001GC

Sr Maintenance Specialist (One Call) - Two Positions - Requisition ID - 17000001G5

Senior Electrician I - Requisition ID - 17000001BC

Building Services Foreman - Requisition ID - 17000001AW

Electrician I - FS Construction - Requisition ID - 170000015L

2nd & 3rd Shift Custodian (Building Services Aide I) - Requisition ID - 17000001IS

Asst Bldg Srvs Foreman (5 Positions) - Requisition ID - 160000018S

Sr Steam Plant Operator - Requisition ID - 170000010Y

Landscape Serv Foreman - 17000000JP

Electrician I - Requisition ID - 17000000QD

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

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

Sr Line Installer I - Requisition ID - 17000000AO

Landscape Aide I - Requisition ID - 170000003S

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

Line Installer I - Requisition ID - 16000000M2

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

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

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JOIN US FOR THE
2017 FACILITIES SERVICES

Holiday

PARTY

MONDAY, DECEMBER 11

BEGINNING AT NOON
THE TENNESSEE TERRACE AT NEYLAND STADIUM

Lunch, Door Prizes & Holiday Cheer!

For more information please contact Brooke at 214-7662 or krempa@utk.edu

Bus Schedule & Route:

- 11:00 a.m. - Steam Plant
- 11:05 a.m. - Nursing on Volunteer
- 11:10 a.m. - Intersection of James Agee Street and White Avenue
- 11:15 a.m. - Conference Center
- 11:30 a.m. - The Hill (Nielsen Physics)
- 11:35 a.m. - Intersection of Middle Way and Circle Drive
- 11:30 a.m. - Ag Campus (Bus stop between Ellington and Brehm)
- 11:45 a.m. - Facilities Services Complex (Sutherland Avenue)

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Annual Toy Drive

November 10 - December 10

The 9th annual toy drive honoring the memory of Ryan McDonald has begun.

This year's toy drive will be held November 10 to December 10.

Ryan was killed tragically during a shooting at Central High School in 2008 when he was 15 years old.

The toy drive aims to inspire hope for area children dealing with difficult times during the holiday season.

To honor Ryan's memory, as well as his aspirations to become a children's counselor, toys are collected by Roger McDonald every year in his nephew's name. The toy drive benefits Helen Ross McNabb and Child & Family of Tennessee.

If you would like to make a donation, please bring unwrapped new toys to the collection box that will be placed near the front entrance of the Facilities Services Complex, 2040 Sutherland Avenue.



Donations can also be given at all Knox area Ingles grocery stores including locations in Powell, Karns, Halls, Farragut, and Merchants Drive.

All toys must be donated by December 10.

For more information, please contact Roger McDonald at 705-9994 or jmcdona3@utk.edu.

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2017 Employee of the Month Award Recipients



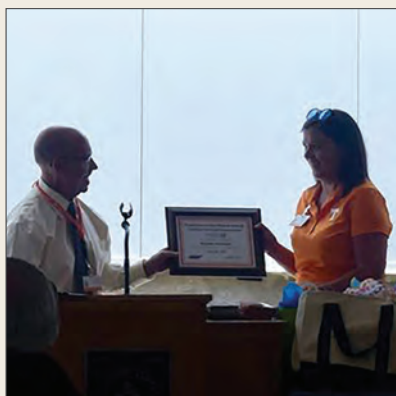
September: **Peter Scanlan**



August: **John Lewis**



July: **Bill Mills**



June: **Brooke Krempa**



May: **Jerry Lethco**



April: **Bill Wilson**



March: **Joe Suits**



February: **Maria Martinez**



January: **Mike Musselman**

Congratulations to our Employee of the Month recipients!

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 Award website, fs.utk.edu, or by following this link: tiny.utk.edu/FSEOM.