

Facilities Services Weekly

November 27, 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 5 of this newsletter.

FACILITIES OPERATIONS

Landscape Services:

- Vandy Game (11/25): Campus prep and clean-up.
- Middle Drive: Assist Facilities Services Construction with excavation for new sidewalk near Perkins Hall.
- Tickle Engineering Building: Assist Facilities Services Utilities with excavation of existing utility sleeves.
- Henson Hall: Finalize landscape improvements in north greenspace.
- Seasonal Flower Beds: Planting tulip bulbs (continued).
- Campus wide leaf removal (continued).
- Remove old building signs where new one have been installed (on-going).
- Interview candidates for vacant and seasonal positions (on-going).
- Landscape Academy: Conduct training sessions and continue development of upper level curriculum.

Turf:

- Winterize irrigation systems.

Arboriculture:

- Morgan Hall: Work with electric contractor to minimize impact to existing tree roots.
- Ellington Plant Sciences: Dead tree removal.
- Campus wide: Update tree inventory data (continued).

UT Recycling:

Recycling Totals for November 19 through 25:

- Bottles/Cans: 13,620 pounds.
- Paper: 7,500 pounds.
- Cardboard: 9,400 pounds.
- Glass: 2,180 pounds.
- Manure: 8,000 pounds.

- Compost: 14,625.8 pounds.
- Totals: 47,825.8 pounds; 23.91 tons.

Recycling Totals for November 12 through 18:

- Bottles/Cans: 7,540 pounds.
- Paper: 7,480 pounds.
- Cardboard: 25,200 pounds.
- Glass: 1,120 pounds.
- Manure: 12,000 pounds.
- Compost: 22,043 pounds.
- Totals: 75,383 pounds; 37.69 tons; 345 pallets.

Recycling Totals for Fiscal Year 2018:

- Bottles/Cans: 207,030 pounds; 103.52 tons.
- Paper: 201,420 pounds; 100.71 tons.
- Cardboard: 356,010 pounds; 178.01 tons.
- Glass: 68,880 pounds; 34.94 tons.
- Manure: 295,200 pounds; 147.60 tons.
- Compost: 324,187 pounds; 162.09 tons.
- Totals: 1,453,727 pounds; 726.86 tons; 2,842 pallets.

ZONE MAINTENANCE

Zone 1:

- Leak was fixed over the weekend on the main domestic water at Reese Hall.
- The Christmas trees on Reese and Clement halls are shining bright for the holiday month.
- Leslie maintenance will start this week for all dorms.
- Had a small power flicker over the weekend but all has been reset in the dorms.
- We have a few projects did during the Thanksgiving Holiday.
- There was maintenance here through the holidays both Thursday and Friday.

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Zone 3:

- We will start doing some preventative maintenance at Sorority Village.
- Our team will repair walls and paint at the Lake Avenue Daycare.
- We continue to work on our heating systems.
- Our focus will be on cleaning our mechanical areas.

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building auditorium lighting.
- Zone wide LED lighting.
- Walters Life Science clean cooling tower.
- Alumni Memorial Building flushing coils.

Zone 8:

- We will install light fixtures in BESS Laboratory Building
- Our team will clean mechanical areas.
- We will continue working on our equipment inventory.
- Our team will work on heating systems for the buildings.
- One Call will assist with lighting projects and answer calls.

Zone 9:

- Lighting upgrade for eighth floor Andy Holt Tower.
- Changing Andy Holt Tower garage lights to LED.
- Keeping cross walk clean at Andy Holt Tower.
- Cleaning light lens on loading dock of Communications Building.
- Pulling weeds out of window seals at Communications Building.
- Cleaning dry well pits at Communications Building and Student Services.
- Cleaning out roof drains.
- Cleaning leaves out of patio drains behind Humanities.
- Art & Architecture Building replacing two faucets in fourth floor women's rest room.
- Picking tape off doors.
- Draining and cleaning Bull pond.
- Draining and cleaning fountain at Clarence Brown Theatre.
- Running generators.

- Answering calls.
- Covering up mechanical room louvers for winter.
- Student Aquatics Center changing lights out over filter tanks.

COMMUNICATIONS

Communications & Public Relations:

- Please check your email about signing the flags at the Facilities Services Complex. We will also make them available on campus this week.
- We are working on the department's Winter Projects Catalog.
- Social media content creation continues.
- 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 will be held 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.
- The exceptional team lunch will be held this Thursday.
- Employee of the month will be held sometime next week.
- 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.
- Old Cone Zone signs are being removed.

COMMUNICATIONS & PR CONTINUED ON PAGE 3

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COMMUNICATIONS & PR CONTINUED:

- 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.
- 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:

- Workers Comp Training – November 28 at 1:00, 4:00, 8:00
- Workers Comp Training – November 30 at 8:30
- Workers Comp Training – December 6 at 8:30, 1:30, 4:00
- STRIDE for Staff Training – December 7 at 1:30
- STRIDE for Staff Training – December 8 at 8:30
- PDQ Training – December 14 at 9:00

Training News:

- New Employee Orientation will be December 4 and 5 instead of December 11 and 12. The next orientation will be offered in January 2018.
- Please complete your OSHA training by the end of the year. Email fstraining@utk.edu if you have questions.

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.
- 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.

CONSTRUCTION SERVICES CONTINUED ON PAGE 4

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CONSTRUCTION SERVICES CONTINUED:

- 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.
- 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.

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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.

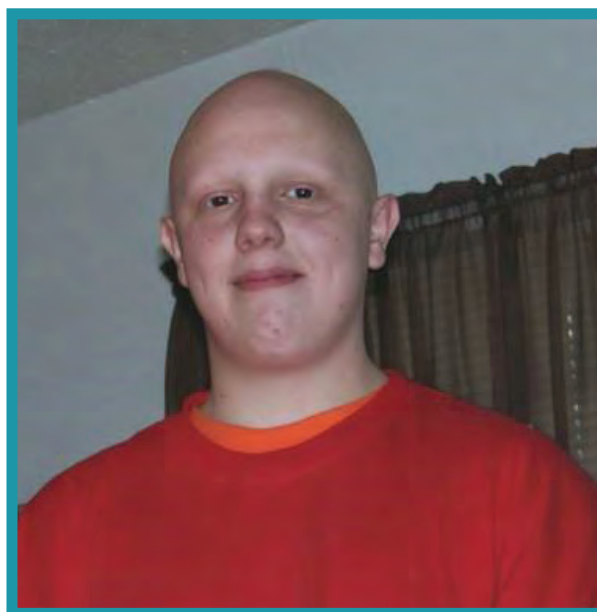
This year's toy drive will be held November 10 to December 10.

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



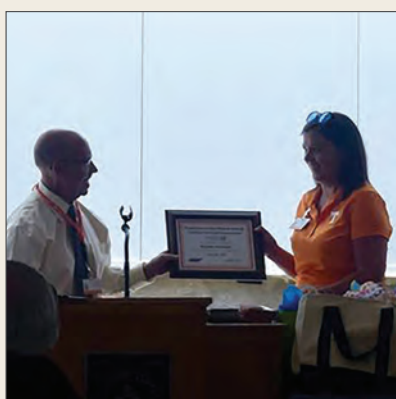
September: **Peter Scanlan**



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