

Facilities Services Weekly

October 16, 2017

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

Join us for the 2017 **Chuck Thompson Awards Ceremony**
Tuesday, October 24 at 1:30 p.m. - Facilities Services Complex

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

Lock & Key Services:

- Glazer Building – replace lock-back exit door.
- Food Science – repair/replace lock.
- Jessie Harris – repair locks.
- University Commons – repair locks.
- Conference Center – install exit devices.
- Perkins Hall – install hardware.
- University Housing – many recores and repairs.

ZONE MAINTENANCE

Zone 2:

Baker Center:

- Inspected outside lights.
- Checked belts on AHUs.
- Change perfect pleat filters on AHU #3.
- Found broken safety-cut-out switch on one of the SK 300 Humidifiers and asked Red to order.

Tyson House:

- Made daily checks.
- Changed filter on bottle filler.
- Checked belts on AHUs.

International House:

- Investigated air leak on HVAC controlled system.
- Checked belts on AHU units.

Taylor Law:

- Changed metal bulbs after power flicker on Sunday.
- Replaced ignition.
- Replaced or repaired restroom sink actuators.
- General maintenance.

Panhellenic Building:

- General Maintenance.
- Check equipment.
- Change bulbs.

Vol Shop – Cumberland:

- Check filters and belts roof top units.
- Check equipment and lights.

SMC:

- Getting material gathered to do a large repair on the roof top air handler.
- General maintenance.

Haslam Business Building:

- Repaired all outside lighting.
- We have been cleaning the ceiling and recessed lighting at all entrances.

ZONE 2 CONTINUED ON PAGE 2

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Zone 2 CONTINUED:

- We have been preparing all week for the Investiture of Chancellor Davenport.
- Thanks to the grounds department for all they did at the last minute for preparation of this event.

Zone 3:

- We are working on winter preparation. This consists of checking all heat converters and steam traps.
- Our team continues to clean guttering and roof tops to prevent any drainage concerns for our buildings.
- We will complete work in fraternities and sororities.
- Our focus this week is repairing any outside lighting issues and cleaning mechanical areas.

Zone 7:

- Assisted Air Conditioning Services with issues pertaining to a power outage at SERF.
- Replacing lights in SERF.
- At Min Kao worked on lights and restrooms.
- Checked Min Kao doors before the football game.
- Repairing Tickle Engineering Building ceiling tiles in bathrooms.
- Assisting Air Conditioning Services with Tickle Engineering Building air conditioning issues.
- Repaired toilets and urinals in Dougherty Engineering Building.
- Repairing lights and working on windows at Perkins Hall.
- Assisting Air Conditioning Services with the installation of ex fan in Perkins Hall.
- Insulating pipes at Ferris Hall.
- Assisting with installation of chilled water booster pump at Ferris Hall.
- Addressing power issues at the Biology Annex.
- Assisted with fueling generators throughout zone.

Zone 8:

- We continue working on steam converters and steam traps as we prepare for winter months.
- With the leaves falling we continue to clean rooftops and guttering.
- We will clean mechanical areas, tidying up and checking our equipment in the process.

- One Call will respond to calls and assist with garage lighting.

Zone 9:

- Getting equipment information.
- Cleaning up trash around buildings.
- Cleaning off roofs.
- Cleaning crosswalk at Andy Holt Tower.
- Various lighting upgrades.
- Checking exterior doors.
- Checking fire dampers.
- Checking urinal strainers.
- Answering calls.
- Cleaning tape off doors and walls.
- Tearing down posters.
- Adjusting water flow out of the bull nose in the pond at McClung Tower.

Zone 11:

- At Neyland Stadium checked and made needed repairs in preparation of South Carolina.
- At Football Complex checked and adjusted chemicals as needed in pools, and changed nine field lights.
- At Allan Jones checked and adjusted chemicals as needed in pools.
- At South Stadium checked and replaced lights as needed.
- At Regal Stadium checked and replaced lights as needed.
- General building maintenance throughout zone.

COMMUNICATIONS

Communications & Public Relations:

- The Chuck Thompson Award Ceremony will be held at 1:30 p.m. October 24 at the Facilities Services Complex. We invite all Facilities Services employees to join us when we name this year's winners.
- Thank you to everyone who submitted nominations for the Chuck Thompson Awards this year! We collected a total of 86 nominations for 22 individuals.
- Brooke attended the Homeland Security National Seminar & Tabletop Exercise in Salt Lake City, Utah last week.
- We are working on our subunit annual report that will be submitted by the end of October.

COMMUNICATIONS & PR CONTINUED ON PAGE 3

Facilities Services Weekly

October 16, 2017

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COMMUNICATIONS & PR CONTINUED:

- We are creating a supplemental summer projects report that details materials and contract labor.
- The Chuck Thompson Award committee met October 13 and the 2017 winners were chosen.
- Brooke attended the TNAPPA Board meeting in Chattanooga.
- This year's annual report is complete. Thank you to everyone who submitted information for their units and subunits. We would also like to thank everyone who assisted us in getting pictures of each department. The report can be found on our website fs.utk.edu on the main page slider.
- We are working with committee members to create an additional scholarship opportunity through Facilities Services. The guidelines the committee created were sent to the scholarship office last week.
- Thank you to everyone who participated in this year's Facilities Services Pink Day.
- The updated Building Representative list is now on the department website.
- Thank you to everyone who signed up to bake for the upcoming sale.
- 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.
- We are working to update the Facilities Services Emergency Response Plan.
- We are working on several releases for the department.
- Updates are being made to the Cone Zone website.
- Updates are being made to the Facilities Services Department website.
- Several projects were submitted to the American School & University Architectural Portfolio magazine in July. These include Volunteer Boulevard, the Facilities Services Complex, Stokely Hall, Mossman Building, and the G16 garage.
- Cone Zone signs are being created and updated.
- We will hire a new student assistant for the subunit in the coming weeks.
- All of the projects we submitted to the Educational Interiors magazine were chosen for print.

- The Facilitator will be distributed at the end of the month. If you have any information you would like included in the bi-monthly newsletter please contact Brooke at krempa@utk.edu.
- 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.
- Updating organizational charts.
- 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 training requirements.
- We are working on new social media profiles.
- 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

- ATV Training October 19 at 5 p.m. and October 25 at 12:30 p.m.
- Confined Space Training October 19 at 3 p.m.
- APPA Drive-In Workshop November 29 at MTSU – let Rebecca know if you need to be registered to attend or have questions. <http://www.appa.org/Training/documents/Middle Tennessee State 001.pdf>

Training News

- Mid-month OSHA training dues – remember to get your OSHA training complete by the end of the month.
- Ashley conducted Archibus PM training for all Building Services Supervisors. Reach out to us at fstraining@utk.edu to schedule PM training for your supervisors.
- Do you need to know Excel? OIT will come teach Excel at the computer lab in the FS Complex free of charge. Let us know at fstraining@utk.edu if you're interested in having us schedule a session for your team.

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October 16, 2017

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

UTILITIES

Air Conditioning Services:

- Repaired AAON unit at the Glazer Building in Oak Ridge.
- Performed repairs to air conditioning unit for the press box at Lindsey Nelson Stadium.
- Completed repairs to MVP room at Lindsey Nelson Stadium.
- Repairing air dryer at the International House.
- Repaired pump on Liebert unit in Min Kao Building.
- Repaired rooftop unit serving the training room at Regal Soccer Stadium.
- Repaired reach-in freezer at Presidential Court.
- Rebuilt primary pump #1 at Plant Biotech Chiller plant.
- Repaired AHU serving the UTPD in the 112th Street Parking Garage.
- Replace compressor in AAON RTU at Animal Research Laboratory.
- Repaired water level control on cooling tower at Andy Holt Chiller Plant.
- Performing repairs to chiller #1 at Humanities Building; performing prep work in Neyland Stadium for UT vs South Carolina ballgame.
- Replacing ice machine at Southern Kitchens.
- Performed repairs and returned to service AHU serving lobby area of Goodfriend Tennis Center.
- Replaced blower motor in WSHP at the Orange residence Hall.
- Replaced pump in basement of Ferris Hall.

Electrical Services:

- UTFS FA/BA – Fire Alarm System Testing various buildings on Campus.
- UTFS Outdoor Lighting Systems.
- 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 HV – Mossman construction support.
- UTFS FA/BA – Haslam Football Practice Facility.
- UTFS HV/ES/FA Support for Football game at Neyland Stadium.

- UTFS – A&A Electrical Troubleshooting for HVAC.
- UTFS HV Steam Plant – Gas Compressor Testing.
- UTFS – Building Access – Steam Plant Gate Repairs.
- UTFS - ES Campus Event Support.
- UTFS – Ag Campus Lighting.
- UTFS - Parking C25 Lighting.
- WCR – Dining Facility – Utilities Design Review.

Steam Plant:

- Moved existing airline on 75hp air compressor to accommodate for installation of exhaust ducting.
- Completed installing new packing bolts on # 1 feed water pump.
- Worked on stairs and platform for new stairs.
- Mowed and trimmed grass.
- Removed electrical conduit for brick removal.
- Test ran 2 MW generator.

CONSTRUCTION SERVICES

Campus Projects:

- Alumni Memorial Building: Paint room 115; Add tunnel ventilation.
- Anderson Training Center: Add electric for LED lights in upper atrium.
- Andy Holt Tower: Eighth floor door controls; Paint room 505; Paint eighth floor conference room; Polish concrete floor in room P226; Remove power pole and replace carpet in room P211; New shades in rooms 829 through 831.
- Art and Architecture: Install expansion joint covers; Paint blue air ducts; Motion detector switch for kitchen lights.
- Austin Peay: Carpet in suite 215; Paint and carpet in rooms 303B and 303G; Remove part of wall in room 219.
- 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; Hang canvas prints
- Biosystems Engineering Labs: New lighting in foyer and room 166.
- Brenda Lawson: Painting several areas.
- Business Incubator: Renovation for Anderson Center rooms 112 and 114; Refinish door on room 104B.
- Claxton Education: Power for monitor in room 354.

CONSTRUCTION SERVICES CONTINUED ON PAGE 5

Facilities Services Weekly

October 16, 2017

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- College of Nursing: Repair settling walls.
- Communications: Paint rooms 98 through 104; Remove a door and build a wall in room 455/456; Add chair rail in room 262; Carpet in room 256; Bottle filling station; Repair door and paint bookcases in room 293; Signage for JEM suite: Paint ceilings in rooms 309 and 310; Paint rooms 420, 420A, and 421.
- Conference Center Building: Paint, chair rail and/or blinds in room 432; Renovations to room 406; Painting and stone work in atrium; Install graphics and white boards in room 120; Change doors in Clinic; Build-back to basement.
- Campus: Evaluate parking garages; Parking Garage lighting improvements; Raze three houses; Power washing.
- Dabney-Buehler Hall: Second floor settling repairs; Paint room 485; Electric and exhaust in room 562; Renovate rooms 341 through 343; Tuck-pointing outside rooms 472 through 483A; Install white board in room 319.
- Dougherty Engineering Building: Paint room 206A; Electric in room 102.
- Early Learning Center: Replace two air conditioning units (White Avenue).
- Ellington Plant Sciences: Paint room 281.
- Engineering Sciences Building: Renovate for Nuclear Engineering.
- 11th Street Garage: Additional solar panels; 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.
- Glazer Building: Install door in corridor.
- Golf Facility Building: Automatic gate for entrance.
- Goodfriend Tennis: Add receptacles.
- Greve Hall: Change entrance in room 217.
- Haslam Business: Power for several areas (digital signage); Divide rooms 511, 512, and 632 into two rooms; Add Store front framing and doors in three areas on the fifth floor.
- Natalie Haslam Music: Add chair rail in ground floor rooms; Add corner protectors.
- Hesler Biology: Door controls on Greenhouse doors; Carpet room 442.
- Hess Hall: Electric work in laundry; Replace basement door.
- 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; Refinish woodwork in room 121.
- Hoskins Library: Build classroom in room 190.
- HPER: Add emergency lighting; Paint rooms 370, 389, and 390; Add graphics in room 390.
- Humanities and Social Sciences: Upgrade fire alarm system to speaker devices; Paint and ceiling tiles in room B009C; Add sensors in new vault.
- International House: Install monitor mounts in rooms 112 and 206; Paint room 203.
- Jessie Harris: Sidewalk and step repairs; Carpet room 412.
- Jewel Building (COAD FAB Lab): Electric, lighting, and painting in basement.
- JIAM: Electric for rooms 122 and 160.
- Kingston Pike: Install raceways and equipment for parallel UPS system; Paint restroom.
- McClung Museum: Install access panel in room G099C; Carpet room 103A.
- McClung Tower: Paint and carpet in room 217; Paint in rooms 912B and 1018.
- McCord Hall: Paint and flooring in rooms B012, 102, 103, 104 and 105; Paint rooms 114 and 114A.
- Melrose Hall: Carpet in Pride Center.
- Middlebrook Building: Replace walls and ceilings in rooms 120/120A.
- Min Kao: Add access controls to rooms 338, 538, and 540.
- Morgan Hall: Paint, flooring and furniture rooms 126 and 201; Renovate rooms 119 and 218; Painting in room 118; 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.

CONSTRUCTION SERVICES CONTINUED ON PAGE 6

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October 16, 2017

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- Pratt Pavilion: Door controls for parking area entry door; Wiring for treadmill.
- Roofs: Baker Center Dome, SERF, Austin Peay, Hesler, Volunteer Hall.
- SERF: Improvements to chilled water system; Renovate room 309; Safety shower in room 207B; Paint room 311; Lab renovation in room 439; Renovate rooms 109, 210, 202, and 205 for Nuclear Engineering.
- SMC: Paint and/or carpet rooms 329, 328, 339, and fourth floor offices; Paint and carpet in rooms 601 and 630; Paint two walls in room 623; Power for and hanging displays in rooms 608 and 609; Paint rooms 605 and 619; Window tint in room 425.
- Sports Bubble: Demo work.
- Steam Plant: Demo ash silo.
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area.
- Strong Hall: Conduit for compactor.
- Student Health: Panic button in room 201Q.
- Student Services: Paint rooms 111K, 111Q, 201 and 320.
- Student Union: Add capacity for voice transmitting through fire alarm system; Add slat wall in Volshop; Remove graphics and repaint columns in Vol Bookstore; Build shelving and fabricate cord for trailer.
- Taylor Law: Put camera wiring in wall and add switch 88 and 89; Water bottle filler on third floor; New receptacle in room 277; Wiring in rooms 88 and 89.
- Thompson Boling Arena: Add toilets and shower doors in coaches offices; Enhance vertical steel for fall protection.
- Thornton Athletics: Remove lights in lower atrium.
- TRECs: Refinish courts.
- Tyson Alumni House: New interior signage.
- UT Gardens: Install boardwalk.
- 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

Building Services Aide I, FS Building Services - Requisition ID - 17000001EQ

Training Admin Spec I - Facilities Services - Requisition ID - 17000001DJ

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 - 170000011S

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

Sr Steam Plant Operator - Requisition ID - 170000010Y

Landscape Serv Foreman - Requisition ID - 17000000JP

Sr A/C Specialist I - Requisition ID - 17000000W1

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 - Requisition ID - 17000000AO

Landscape Aide I (4 Positions) - Requisition ID - 170000003S

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

Air Conditioning Spec I (5 Positions) - Requisition ID - 16000000F8

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

Facilities Services Weekly

October 16, 2017

— Join us for the —

2017 Chuck Thompson Awards Ceremony

1:30 p.m. Tuesday, October 24
Facilities Services Complex

All Facilities Services employees are invited to attend the 2017 Chuck Thompson Awards ceremony where two members of our department will be named outstanding employees of the year!

BUS SCHEDULE

12:25 p.m. Steam Plant
12:30 p.m. Nursing on Volunteer
12:35 p.m. Intersection of James Agee Street and White Ave.
12:40 p.m. Conference Center
12:50 p.m. Drop off at Facilities Services Complex
1:05 p.m. The Hill (Nielsen Physics)
1:10 p.m. (Intersection of Mille Way and Circle Drive)
1:15 p.m. Facilities Services Building (Volunteer)
1:20 p.m. Ag Campus (Bus stop between Ellington and Brehm)

BAKE SALE

This year we will also hold a bake sale in support of our newly formed Facilities Services Student Assistant Scholarship. Baked goods will be available for sale before and after the awards ceremony.

Please contact Brooke Krempa with any questions about the ceremony, bake sale or bus schedule at krempa.utk.edu or 865-214-7662.

Facilities Services Weekly

October 16, 2017

2017 Employee of the Month Award Recipients



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!

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