

Facilities Services Weekly

October 31, 2017

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

Congratulations to our October Employee of the Month **Garrett Ferry!**
You can nominate our next employee of the month at tiny.utk.edu/fseom

Congratulations to our October Exceptional Team:

**Mary Parker, Terry Capps, Jack Hammock, Glenn Wakulinski, Steve Hill,
Vanessa Hill, James Brown, Juliea Sothen, and Bret Elgersma!**

Exceptional team nomination forms can be found at tiny.utk.edu/exceptional

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

Landscape Services:

- Prep and support for week-long Homecoming events and football game.

- Prep for Board of Trustees visit.
- Design and order trees for screening the southeast corner of Thompson Boling Arena (continued).
- Henson Hall: Landscape improvements in north green-space between building and Cumberland Avenue (continued).
- Facilities Services Complex: Assist Construction with excavation for asphalt and sewer line install.
- Seasonal Flower Beds: Finish seasonal change-out. Planting winter pansies and tulip bulbs (continued).
- Campus wide leaf removal begins.
- 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:

- Aerate, install topsoil, overseed areas for annual improvements (continued).
- Pesticide applications for broadleaf weed suppression (continued).

Arboriculture:

- (Campus wide) Dead tree removal.
- (Campus wide) Update tree inventory data (continued).

Lock & Key Services:

- Art & Architecture – lock change.
- Student Recreation Center – rekey locks.
- Ayres Hall – repair locks.
- Henson Hall – door handle broken.
- Ceramics Building – keys are sticking/repair.

LOCK & KEY SERVICES CONTINUED ON PAGE 2

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LOCK & KEY SERVICES CONTINUED:

- Dougherty Engineering Building – lock not engaging/repair.
- Austin Peay – repair/replace lock loading dock.
- University Housing – many recores and repairs.

Recycling:

Recycling Totals for October 22 through 28:

- Bottles/Cans: 10,810 pounds.
- Paper: 8,800 pounds.
- Cardboard: 18,460 pounds.
- Glass: 3,240 pounds.
- Manure: 12,000 pounds.
- Compost: 19,500 pounds.
- Totals: 72,810 pounds; 36.41 pounds.

Recycling Totals for Fiscal Year 2018:

- Bottles/Cans: 148,130 pounds; 74.07 tons.
- Paper: 163,320 pounds; 81.66 tons.
- Cardboard: 261,000 pounds; 130.50 tons.
- Glass: 35,200 pounds; 17.60 tons.
- Manure: 238,700 pounds; 119.35 tons.
- Compost: 246,918 pounds; 123.46 tons.
- Totals: 1,093,268 pounds; 546.63 tons; 2,014 pounds.

ZONE MAINTENANCE

Zone 1:

- The heat is on in all campus residence halls. Air Conditioning Services turned it on last week.
- Staying caught up on work orders.
- Discovering any units not heating properly and unclogging them to get ready for the cold weather.
- We had a small water outage over the weekend for some repairs in Orange Hall.
- We have a new employee in Hess Hall - Randy Thornhill has been here with us for about three months now.

Zone 2:

Taylor Law:

- Fix and repair lighting in classrooms.
- Changed relay classroom lighting, ballast and bulbs.
- Repair leaky or stopped up urinals.

- Change batteries automatic sink faucets.

- Check heat and air in offices.

Panhellenic Building:

- Flush stagnant water through pipes.
- Run water in sinks and toilets on third and fourth floors that are closed.
- Change light bulbs.

Vol Shop Cumberland:

- Daily walk throughs.
- Check lights and roof top.

SMC:

- Rebuilt hot water pump for induction units.
- Hung white boards in rooms 633 and 607.
- Removed and reinstalled 16 blinds on fourth floor.
- General maintenance.

Haslam Business:

- Changing filters on air handlers.
- Bathroom faucet repairs.
- General maintenance.

Zone 3:

- We will work in sororities and fraternities to complete work requests and check their exterior lighting.
- Our team will clean rooftops and guttering to clear leaves and inspect roofs.
- We will tidy up mechanical rooms and inspect machinery for any needed repairs.
- With the cooler temperatures we will check our heating systems to make sure they are functioning properly.

Zone 7:

- Zone 7 helped prepare for Engineering Day 2017.

SERF:

- Replaced floor tile and lights.
- Cleaned vents and machine rooms.

Min Kao:

- Replaced lights.
- Worked on air conditioning units.

Pasqua:

- Turned on steam for heat.

Dougherty Engineering Building:

- Replaced lights.

ZONE 7 CONTINUED ON PAGE 3

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ZONE 7 CONTINUED:

- Changed belts on several air handlers.
- Repaired several traps on air handlers.

Perkins Hall:

- Turned on steam for heat.
- Repaired down spout for gutters.
- Repaired several electric boxes.
- Worked to fix leaks.

Ferris Hall:

- Changed over to heating water in two pipe system.

Zone 8:

- We will work in common areas making any needed repairs.
- The Board of Trustees will meet in Hollingsworth Auditorium. Our Team will assist where needed.
- We will clean guttering and roof tops to make sure our drains and roofs are in good shape.
- One Call will assist with lighting projects and answering calls.

COMMUNICATIONS

IT Support & Maintenance:

- Monitor and printer troubleshooting.
- Troubleshooting on a Skillsoft outage.
- Computer Troubleshooting.
- New computer installations for Zone Maintenance.
- Resolve Outlook connection issues.
- Assist with password resets and self classification.
- Help with computer inventory at UTPD.
- Campus fitness class.
- Software installation on current and new computers.

Communications & Public Relations:

- Congratulations to October Employee of the Month Garrett Ferry. You can help us name our next employee of the month by submitting a nomination at for another dedicated employee tiny.utk.edu/fseom.
- Congratulations to our Facilities Services Exceptional Team for October: Mary Parker, Terry Capps, Jack Hammock, Glenn Wakulinski, Steve Hill, Vanessa Hill, James Brown, Juliea Sothen, and Bret Elgersma. Exceptional teams can be nominated by anyone. Nomina-

tion forms can be found at tiny.utk.edu/exceptional.

- We are working on our subunit annual report that will be submitted by the end of October.
- The Healthy Lifestyle Series hosted by the Center for Health Education & Wellness will began last 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.
- 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.
- 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.
- The Facilitator will be distributed tomorrow.
- 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 new social media profiles.
- Stay tuned for ways to donate clothes and meals to those in need this holiday season.

COMMUNICATIONS & PR CONTINUED ON PAGE 4

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- 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:

- Repairing pumps serving the dry coolers for telephone services in the Humanities Building.
- Replacing the perimeter heating water heat exchanger at Stokley Management Center.
- Replaced compressor in the air conditioning unit serving the MVP room at Lindsey Nelson Stadium.
- Replaced compressor in Liebert Unit for the IT room at Hess Hall.
- Removing the electrical connections from the rental chiller at the Music Chiller Plant and making connections to new chiller that was installed. Rental chiller will be removed by the end of the month.

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

Plumbing & Heating Services:

- Student Aquatic Center repair of broken 4" water line on Pool heating water system.
- Austin Peay replaced mop sink.
- Thornton Athletic Center repaired bottle filler.
- Melrose Hall replaced stop on toilet supply.
- Hodges Library repaired leak in ceiling on 4" water main.

- SERF replaced valve in ceiling.
- HYPER repaired bottle filler.
- Fleet Management repaired bottle filler.
- Natalie Haslam Music chiller building install new piping for new chiller.
- Ferris Hall install new relief valve.
- Campus inspect and pump manholes.
- Campus inspect and repair condensate pumps.

Steam Plant:

- Repack # 5 condensate pump.
- Repack # 2 steam driven feed water pump.
- Work on platform installing stairs and handrails.
- Work on gas compressors.
- Troubleshoot #4 boiler duct burner waiting on parts for repair.
- Help Solar Turbines with clean-up.

CONSTRUCTION SERVICES

Campus Projects:

- Alumni Memorial Building: Add tunnel ventilation.
- Anderson Training Center: Add electric for LED lights in upper atrium.
- Andy Holt Tower: Replace carpet in room P211; New shades in rooms 829 through 831; Paint rooms P209 and P267.
- Art and Architecture: Motion detector switch for kitchen lights.
- Austin Peay: Remove part of wall in room 219.
- Ayres Hall: Sound reducing work in room 227.
- Bailey Education: 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.
- Brenda Lawson: Painting several areas.
- 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.

CONSTRUCTION SERVICES CONTINUED ON PAGE 5

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- Communications: Paint rooms 98 through 104; Add chair rail in room 262; Bottle filling station; 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 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.
- Glazer Building: Install door in corridor.
- Golf Facility Building: Automatic gate for entrance.
- Greve Hall: Change entrance in room 217.
- Haslam Business Building: 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.
- Natalie 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 for rooms G016 and G020; Refinish woodwork in room 121.
- Hoskins Library: Build classroom 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.
- 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.
- McClung Museum: Install access panel in room G099C; Carpet in room 103A.
- McCord Hall: Paint and flooring in rooms B012, 102, 103, 104 and 105; Paint in 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.
- Pratt Pavilion: Door controls for parking area entry door.
- Roofs: Baker Center Dome, SERF, Austin Peay, Hesler, and Volunteer Hall.
- SERF: Improvements to chilled water system; Renovate room 309; Safety shower in room 207B; 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 rooms 309, 329, 328, 332, and 339; 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.

CONSTRUCTION SERVICES CONTINUED ON PAGE 6

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- 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.
- 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; 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.
- 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 A&A locations.
- 1525 University Avenue: Add glass break protection to lower windows.
- 1610 University Avenue: Paint room 229.

FACILITIES SERVICES VACANCIES

- Welder I** - Requisition ID - 17000001IR
- Plumbing & Heating Sp I** - Requisition ID - 17000001GB
- Irrigation Technician II** - Requisition ID - 17000001GC
- Sr Maintenance Specialist, FS Zone Maintenance-Sector B** - 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 - 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 - 17000000AO
- Landscape Aide I** - 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

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2017 Employee of the Month Award Recipients



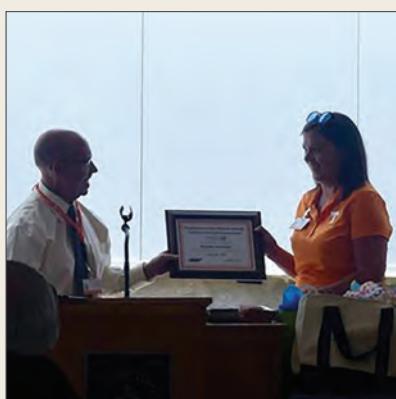
September: **Peter Scanlan**



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.