

Facilities Services Weekly

April 16, 2018

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

The 2018 Employee Satisfaction Survey is open. Hard copies of the survey can be submitted to Brooke Krempa in FSC or you can submit the survey electronically at tiny.utk.edu/FS2018Survey. The survey deadline is **Friday, April 27**. More information can be found on Page 6.

FACILITIES OPERATIONS

Lock & Key Services:

- Science & Engineering Building: Repair lock.
- Pi Kappa Phi: Change combination locks all exterior doors.
- Henson Hall: Change lock.
- Bailey Education Complex: Rekey locks.
- Haslam Business Building: Install locks and key doors.
- Strong Hall: Install combination locks.
- University Housing: Many repairs and recores.

ZONE MAINTENANCE

Zone 1:

- There was some water issues this past week at Morrill Hall we repaired.
- Crew members at Reese Hall are still making progress in finishing the building up to have it ready for summer conferences.
- With the end of the year quickly approaching, we have nine days to turn the buildings. We could use help from any of the personnel in the other zones.
If you want to work let your foreman know or call Britt Patterson directly (4-3495).
- We are still having a lot of vandalism on ceiling tile in North Carrick and some of the other dorms.

Zone 2:

- Strong Hall: Prepared hot water system for cleaning, trouble shooting outside lighting, and general maintenance.
- SMC: Serviced all leibert equipment, built a white board and stand, repaired overflowing toilet which set off fire alarm, and general maintenance.

- Haslam Business Building: Serviced leibert units, made and applied door signs on terrace, satisfied temperatures for rooms 342 A and B and 340.
- Baker Center: Troubleshoot and repaired light and sequence in provost office.

Zone 3:

- Our Team will clean condensers, and changed filters and belts.
- We continue to work on the preventative maintenance program in Sorority Village.
- At the Lake Avenue Daycare we will paint handrails that have been repaired.
- We are working on lighting in all of our buildings.
- We continue to focus on cleaning our mechanical areas.

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building: Auditorium lighting.
- Zone wide LED lighting.
- Alumni Memorial Building: Flushing coils.
- Walters Life Sciences: Filters.
- Burchfiel: Sconce repair.
- Hesler Biology: Greenhouse lights.

Zone 7:

- SERF: Worked on lighting project.
- Min Kao: Assisted Air Conditioning Services with HVAC issues.
- Dougherty Engineering: Repaired lighting
- Perkins Hall: Changed out steam traps and valves and worked on air conditioning units.
- General maintenance throughout zone.

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Zone 8:

- We continue to clean condensing coils to get ready for warmer weather.
- At Morgan Hall we are converting lights to new LED fixtures.
- Our focus will be cleaning mechanical rooms.
- One Call will answer calls and assist with lighting conversions.

Zone 9:

- Art & Architecture: Working on whole building LED upgrade.
- Nursing Building: Working on whole building LED upgrade
- McClung Museum: Working on LED upgrade.
- Performance reviews.
- Dusting return vents in public areas.
- Cleaning pool filters.
- Rebuilding gutter pump for outdoor pool.
- Changing filters at Art & Architecture.
- Communications Building: changing filters.

Zone 11:

- Regal Soccer Stadium: Checked and made repairs for upcoming games.
- Football Complex: Checked and adjusted chemicals in pools.
- Allan Jones Aquatic Center: Checked and adjusted chemicals in pools.
- Neyland Stadium: We continue to prepare the stadium for the upcoming Orange & White Game.
- Sherri Parker Lee Stadium: Checked and made repairs for LSU game.
- General building maintenance throughout zone.

COMMUNICATIONS & INFO SERVICES

Information Services:

- Install new computers.
- Help complete annual inventory.
- Move staff out of Berry Hall.
- Troubleshoot cameras.
- Employee hiring committee.

- Printer and desktop troubleshooting.
- Assist with conference room relocation.
- Setup and test conference room calendars.
- Training.
- ArcGIS updates.
- Assist OIT with Switch Installation.
- 3D part testing.

Communications & Public Relations:

- The 2018 Facilities Services Employee Satisfaction Survey has been distributed. The online version of the survey can be found at tiny.utk.edu/FS2018Survey. Hard copies have been distributed and can be returned to Brooke Krempa in the Facilities Services Complex. The deadline to submit the employee satisfaction survey is Friday, April 27.
- The deadline to submit applications for the UT Facilities Services Student Assistant Scholarship is this Friday. All students have received copies of the scholarship application forms. We ask that you please help us to remind your students to apply. Right now we have three submissions for the entire department.
- Work continues on the Facilities Services Student Assistant Scholarship Fund Golf Tournament. We are just a few sponsors short of filling all of our spots. If you would like to golf in the tournament on May 25 please contact Matt Layne at mlayne1@utk.edu or Derek Bailey at d Bailey4@utk.edu.
- We are updating the Building Representative List.
- The list of campus Family Restrooms and Wellness Rooms has been updated on our website.
- If you have any items you would like included in the Facilitator, including thank you notes, please email Brooke at krempa@utk.edu.
- We are working on a tree planting event for Arbor Day.
- Two Educational Interiors portfolios were submitted last week.
- We are working on updated social media content.
- Thank you to Veronica Huff for all of the work she put into Student Employee Appreciation Week last week!
- We are working on Illustrator training courses through Lynda.com.
- Work on the emergency response plan continues.
- We have started the plans for this year's Facilities Ser-

COMMUNICATIONS & PR CONTINUED ON PAGE 3

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COMMUNICATIONS & PR CONTINUED:

- vices Fourth of July Picnic. This year's event will be held Thursday, June 28.
- We are assisting where needed with the upcoming TNAPPA Conference at UTC May 14 and 15.
- Updates are being made to the Facilities Services website.
- We are working on several releases for the department.
- Work continues on the department org chart and directory updates.
- Cone Zone updates are ongoing.
- We are currently updated staff photos for our website. If you would like your photo updated, please contact Brooke at krempa@utk.edu.
- 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 SERVICES

Air Conditioning Services:

- Installed four new package RTUs on the roof on the Kingston Pike Building.
- Repaired chiller at the Business Incubator Building.
- Installed new condenser fan motors to chiller on the East Skybox.
- Switched residence halls from heating to cooling.
- Brought new condenser unit for the lobby at Massey Hall on line.
- Repaired air conditioning unit- AHU #3- at Black Cultural Center.
- Repaired thermostat at Fleet Services.
- Haslam Business Building: New ice machine installed at Einstein Bagels.
- Haslam Business Building: Three door cooler repaired.
- UT Drive Services A: Room 208C -Replaced air conditioning circuit, Room 130- Isolated vibration in unit, Room 202b -Replaced capacitor and verified function of air conditioning circuit.
- Jartu: Repaired walk in cooler in mill area.
- Vol Hall: Pod Store-Added refrigerant to bring system to operating pressures.

Steam Plant:

- Drained and opened up #1 and #4 boiler for inspection.
- Continue to troubleshoot Dealkalizers.
- Continue to work on store room to get ready for condensate polishers.
- Continue to install new lighting.
- Work on #2 steam driven feed water pump.
- Clean probes on water level indicator.
- Replaced light bulbs in tunnel.

CONSTRUCTION SERVICES

Campus Projects:

- Admin Parking Garage: Replace expansion joint; Repair support beam.
- Alumni Memorial: Add tunnel ventilation; Add door control hardware in room 210 and Auditorium.
- Anderson Training: Additional card readers.
- Andy Holt Tower: Signage on P2, seventh floor, and eighth floor; Data and power sixth floor reception area.
- Art and Architecture: Blinds for room 215A.
- Austin Peay: NE wall waterproofing.
- Auxiliary Services: New dock leveler
- Ayres Hall: Receptacles for DAS System.
- Bailey Education: Make three offices in room 502; Electric for projector room 325.
- Biosystems Engineering Labs: 480-volt power to equipment in room 163; Paint room 108.
- Blount Hall: ADA signage on ground, first and fourth floors
- Burchfiel Geography: Receptacles for monitors on first and third floors.
- Business Incubator: Gravel pad for bike sharing.
- Brehm Animal Sciences: Voice Messaging in Fire Alarm Panel.
- Campus: Evaluate parking garages; Parking Garage lighting improvements; Sidewalk and ADA work; Outside lighting improvements; Window replacements Hoskins, Jessie Harris, Ferris, and Perkins; Eyewash replacements in several labs; Replace steam line sections and valves; Repair Blue phones; Install hand dryers in several buildings.

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- Classrooms: Summer classroom renovations (18), Update Technology (7), Carpet replacements (3), Cloud Ceilings (2).
- College of Nursing: Paint rooms 244, 301A, 309, and 367; Shelving in room 207.
- Communications: Paint rooms 90, 107V and 440; Move display case and paint; Receptacles for DAS System; Renovate restrooms; Paint external stairways.
- Concord Campus: Move from Fleming warehouse; Demo and construction.
- Conference Center: Build-back to basement; Paint rooms 212 and 239.
- Dabney Buehler Hall: Electric work in rooms 200 and 218; Paint rooms 219 and 612.
- Dougherty Engineering Building: Connections for sinks in rooms 336 and 337; paint rooms 204, 336 and 508; Capstone repairs and caulking.
- Dunford Hall: New blinds for six rooms on fourth floor.
- Early Learning Center: Add mag lock to back door, main lobby; Blue light in room 205; Power for workstation in room 205.
- Engineering Sciences Building: Renovate for Nuclear Engineering.
- 11th Street Garage: Remove 2 UPS and add emergency lighting.
- Facilities Services Complex: Install glass break detectors; Install wind turbine; Install new lights; Install fire alarm devices; Install bollards; New locks on rooms 122 and 122A; Convert room 139 into an office.
- Fleet Management: Drill hole for data line.
- Glazer Building: Electric for two ceiling projectors and screens; Carpet several rooms.
- Golf Facility Building: Automatic gate for entrance; Move storage building; Pad for fuel tanks.
- Greve Hall: Build wall room 633; Electric work in rooms 632 and 633; Monitor in sixth floor corridor; New signage on sixth floor; Door holders on sixth floor.
- Haslam Business Building: Add Store front framing and doors in three areas on fifth floor; Add family restroom on fourth floor; Wall repairs in room 430; Divide room 632 into two workspaces and extend a wall in 601; Three glass rooms on sixth floor; Divide room 624 into two offices; Divide room 450 into two offices; Add receptacles and data raceways rooms 460 and 462; Voice Messaging in Fire Alarm Panel.
- Haslam Music Building: Add corner protectors; Paint band room doors and install Plexiglas.
- Hesler Biology: Receptacles for DAS System.
- Hess Hall: Add card access to 2K laundry room doors.
- Hodges Library: Assist with office renovations and Graduate Commons renovation; Clean all windows; Wall reinforcing and painting for digital sign room 552; Repair smoke evacuation system.
- Hoskins Library: Hang room dividers room 105A and 191Q.
- HPER: New flooring in weight room.
- Humanities and Social Sciences: Add door controls in classrooms; Renovate room 209.
- Jewel Building (COAD FAB Lab): Electric, lighting, and painting in basement.
- JIAM: Helium recovery piping system; Utility piping room 272; Eyewash installation G015.
- Joan Cronan Volleyball: Add light switch to conference room; Exterior lighting replacement.
- Lake Avenue Garage: Clean and stain upper concrete walls.
- Laurel Apartments: Receptacles for DAS System.
- Middlebrook Building: Paint and lights on 2nd floor.
- Min Kao: Add access controls to rooms 338, 538, and 540; Antennas on roof for radios.
- Morgan Hall: Renovations per POCA Phase 2 in room 226; Replace wood floors and paint rooms 121C and 123; Tuck pointing north, east and west; install ground and bus bar for telecommunications; Renovate room 218; Paint rooms 309 and 309A.
- Neyland Stadium: Panic alarm in Volshop.
- Neyland Thompson Sports Center: Repair leaking windows.
- Nielson Physics: Add window room 217A.
- North Carrick, South Carrick and Reese Halls: Inspect exterior walls and remove loose concrete.
- Perkins Hall: Installation of control gate on Middle Drive; Paint room 73E.
- Plant Biotech: Paint room 371.
- Polk Avenue Building: Painting, carpet, and baseboards.
- Presidential Court: Repair ceiling in pizza area.
- SERF: Renovate room 309; Renovate rooms 109, 210,

CONSTRUCTION CONTINUED ON PAGE 5

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- 202, and 205 for Nuclear Engineering; Paint and flooring room 414; Add speakers and lights for fire alarm rooms 338, 338A, and 339; Electric in room 622; Gas to lab top in room 603; Lower receptacles in room 414; Receptacle in island room 702.
- SMC: Paint and/or carpet rooms 309, 330, 341, 611, and 630, and several fifth floor offices; Voice Messaging in Fire Alarm Panel; Receptacles for DAS System.
- Stadium Drive G10: Repair broken cable.
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area.
- Strong Hall: Conduit for compactor; receptacle in 2nd floor corridor; New location for projector screen in room 212; Electric work in room 720; Electric, exhaust and moving casework in room 719.
- Student Services: Paint and carpet fourth floor office suite (and Communications); Relocate outlet for Zoom System 109E.
- Student Union: Panic alarms G2 and G3; Remove trash cans and add slat wall in Volshop.
- Taylor Law: Paint third floor Faculty Hallways and third floor Conference Room; Change cabinet doors rooms 225 and 262; Receptacles for DAS System; Paint room 202 and 202C; Room signs.
- Thompson Boling Arena: Door repairs; Add panic hardware to stairway door; Receptacles for metal detectors.
- Temple Hall: Window sealing and repair.
- Tickle Engineering Building: Power to new equipment in room 204A.
- Tom Black Track: Repair damaged ceiling above restrooms; Sinks and electric in concessions.
- TREC: Paint gym and room 228.
- UT Gardens: Install boardwalk.
- Veterinary Medical Center: Door controls on 12 doors in Vet Teaching Hospital.
- Vol Shops: Add card readers at Commons, Cumberland, and A&A locations; Add mirrors in Commons Store.

FACILITIES SERVICES VACANCIES

Material Control Clerk - Facilities Services - Requisition ID - 18000000HS

Air Conditioning Spec I (3 Positions) - Requisition ID - 18000000D9

2nd & 3rd Shift Custodian (Building Services Aide I) - Requisition ID - 170000011S

Landscape Serv Foreman (Two Positions) - Requisition ID - 18000000DU

Building Technician - Requisition ID - 180000009H

Sr Maintenance Specialist (One Call) - 2 Positions - Requisition ID - 17000001LY

Maintenance Specialist I - Requisition ID - 180000009G

Carpenter I - FS Construction (2 Positions) - Requisition ID - 1800000083

Exterminator I - Requisition ID - 180000007P

Painter I - Requisition ID - 17000001LD

Landscape Aide I (Two Positions) - Requisition ID - 17000001QK

Welder I - Requisition ID - 170000011R

Asst Bldg Srvs Foreman (3 Positions) - Requisition ID - 160000018S

Sr Steam Plant Operator - Requisition ID - 170000010Y

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

Sr Line Installer I - Requisition ID - 17000000AO

Line Installer I - Requisition ID - 16000000M2

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

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MEMORANDUM

TO: All Facilities Services Employees
FROM: Brooke Krempa, communications coordinator
DATE: March 27, 2018
SUBJECT: 2018 Facilities Services Employee Satisfaction Survey

Facilities Services employees are asked to share their opinion by taking part in the 2018 Facilities Services Employee Satisfaction Survey. The survey has been distributed today, March 27, 2018.

The purpose of the survey is to evaluate the perspectives and opinions of the department's nearly 700 employees regarding the conditions surrounding their daily work experience.

The survey will be made available to every employee within the department and while responses are not required, we hope every employee will voice their point of view to help all of us improve our day-to-day work environment.

Surveys will be **anonymous**, but we do ask those who respond to indicate the area of the department or unit where they work, so any issues facing the various areas of the department can be accurately addressed.

Our survey acts as a platform for employees to anonymously express their opinions, suggestions, comments and ideas that will help our department make positive progress.

In addition to helping us as a department acknowledge and address interdepartmental successes and issues, data generated by the survey results will be utilized to respond to the 2018 Association of Physical Plant Administration (APPA) Facilities Performance Indicators (FPI) Survey.

Hard copies of the survey will be made available to employees, interactive .pdf and blank .pdf copies have been sent to employees via email, and an online option is also available. The online version can be found at <https://tiny.utk.edu/FS2018Survey>.

You can submit the hard copy of the survey by returning it in person to communications coordinator Brooke Krempa at the Facilities Services Complex or through campus mail to Brooke by **Friday, April 27, 2018**.

If you have any questions or concerns about the 2018 Employee Satisfaction Survey, please contact Brooke Krempa at 214-7662 or bsteve14@utk.edu.

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Facilities Services Lunch & Learn Vendor Fair

Presented by

Central Supply in partnership with Fastenal

When: 9 a.m. - 2 p.m. May 9, 2018

Lunch provided from 11 a.m. to 1:30 p.m. or as long as food lasts.

Where: Facilities Services Complex in the large hallway of Central Supply Warehouse

Several vendors will display and demonstrate products of all types relating to all the various aspects of our work.

Brands will include Milwaukee, DeWALT, Sprayway, ProFitter, Kimberly-Clark, LOCTITE, among many others.

All members of the Facilities Services family are welcome and encouraged to join us!

For more information about the fair contact Ed Maples at emaples@utk.edu or phone 974-4344.



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FACILITIES SERVICES