

Facilities Services Weekly

April 24, 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 7.

Congratulations to our April Employee of the Month **Brian Bridge!**
You can nominate our next employee of the month at tiny.utk.edu/fseom

Administration

Special Projects:

- Our gray department polo shirts have been distributed and we ask that you do not wear your new shirt until the department group photo that will take place Friday, May 4.
Facilities Services Administration asks that you do not wear jeans during the day of the department photo.
A bus/shuttle schedule for the photo will be distributed later this week.

FACILITIES OPERATIONS

Building Services:

- Steve Hill was promoted to Assistant Supervisor.
- Clorox International will be on site next week reviewing how Building Services pro actively disinfects it's buildings.
- We actively recruited new employees at the Job Fair Employment Office on Middlebrook Pike.

Lock & Key Services:

- Science & Engineering Building: Stairwell handle repair.
- Jessie Harris: Install security plate.
- Art & Architecture: Repair lock.
- UT Warehouse: Repair lock.
- Andy Holt Tower: Replace lock.
- Haslam Business: Install closet lock.
- University Housing: Many repairs and recores.

Recycling:

Recycling Totals for April 15th through 21st:

- Bottles/Cans: 8,200 pounds; 4.1 tons.
- Paper: 9,660 pounds; 4.83 tons.
- Cardboard: 21,460 pounds; 10.73 tons.
- Glass: 2,080 pounds; 1.04 tons.
- Manure: 13,500 pounds; 6.75 tons.
- Compost: 18,920.1pounds; 9.4601 tons.
- Weekly Totals: 73,820.1pounds; 36.91 tons.

Landscape Services:

- Orange and White Game: Campus preparation and cleanup.
- Campus Wide: Street sweeping.
- Grow Lab: Assist with grading and site preparation.
- Seasonal Flower Beds: Begin removal of winter flowers and soil preparation for summer color.
- Strong Hall: Final landscape inspection walk with designer and contractor.
- Volunteer Blvd. Streetscape: Warranty inspection walk with designer and contractor.
- Engineering Services Facility: Review landscape irrigation programming with designer.
- Campus Wide: Landscape bed prep and mulch application (continued).
- Blueberry Falls: Coordinating repairs of landscape and hardscape (continued).
- Campus Wide: Swap/installation of new outdoor trash/recycle units (continued).

LANDSCAPE SERVICES CONTINUED ON PAGE 2

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LANDSCAPE CONTINUED:

- Continue performance reviews.
- Interview candidates for vacant and seasonal positions (on-going).
- Landscape Academy: Conduct training sessions and continue development of upper level curriculum.

Turf:

- Irrigation system start-up, testing, and repairs.
- Fertilize and pre-emergent herbicide applications for summer weed control.
- Mow campus and adjust schedule for Orange and White Game.

Arboriculture:

- Insecticide applications to dogwoods for borer control.
- Staking of newly planted trees.
- Watering of newly planted trees.
- Campus wide: Update tree inventory data (continued).

ZONE MAINTENANCE

Zone 1:

- We had a water leak at Massey Hall Plumbing & Heating Services repaired late Friday evening.
- Some of the residents are starting to move out and work orders are starting to go up.
- There is only nine days this year between closing and our first conference.

Zone 2:

- Strong Hall: Removed furniture from Anthropology lab; Assisted in PVI system rebuild; General building maintenance.
- Hodges Library: Changed filters in south machine room; Installed two LED light fixtures on second floor; Installed new Sloan flush head in women's restroom on fourth floor; Tightened up all loose toilet seats; Tightened up all loose desk tops in our auditorium; Filters changed in the penthouse; Removed handicap door at Melrose entrance; Replaced lower pivot; Changed burnt-out lights and ballasts in north and south commons; Installed new door closer on ground floor north side of building; Repaired cracked one inch condensation line at our steam Leslie, Belts changed on air-handler #1 in south machine room; All air-handlers greased

and belts checked in west machine room; Belts changed on south four air-handler; Replaced hot and cold stems on sink in men's restroom on fourth floor; Rebuilt Sloan flush valve on toilet in same restroom; Replaced restroom stalls in men's restroom on fifth floor.

- Melrose Hall: Rebuilt zurn flush valve in first floor women's restroom in g-section; installed four new LED wall packs at g-section.
- International House: Changed all air-handler filters and greased all pumps and motors, and checked all belts.
- SMC: Repaired handicap door; Some chair repairs; General building maintenance

Zone 3:

- We will make repairs to the Lake Avenue Daycare. They have sinks and fencing that need attention.
- At Middlebrook Pike our team will work on lighting and routine maintenance.
- Our team will clean condensing coils and cooling towers.
- We continue to work in Sorority Village doing preventative maintenance.
- Our goal this week is to have all our cooling units ready for summer months.

Zone 7:

- SERF: Led lighting project; Tile work, Changed several worn belts on exhaust fans; Changed lights in chiller building; Cleaned machine rooms.
- Min Kao: Repaired lights and worked on HVAC in server rooms and stair wells.
- Dougherty Engineering: Repaired door closers and repaired lights.
- Perkins Hall: Worked on windows and steam issues.
- Ferris Hall: Repaired door closer and lights.

Zone 8:

- We will clean cooling towers and condensing units in our zone.
- At Morgan Hall we will continue with lighting upgrades. We should complete all hallways and begin in the office areas.
- At JJARTU, we will be working with contractors on boiler inspection and repairs.

ZONE 3 CONTINUED ON PAGE 3

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ZONE 3 CONTINUED:

- In the greenhouses we will work on lighting and the operating systems.
- One Call will respond to calls and assist with lighting projects.

Zone 9:

- Working on LED upgrade at Art & Architecture Building, Nursing Building, and McClung Museum.
- Cleaned and started up the bull pond at McClung Tower.
- Cleaned and filled fountain at Clarence Brown Theatre.
- Answering calls.
- Working on classes.
- Dusting vents.
- Cleaning up for ballgame.
- Checking doors before ballgame.
- Cleaning drywell pits.

Zone 11:

- Lindsey Nelson Stadium: Checked and made repairs ahead of Texas A&M game.
- Football Complex: Checked and adjusted chemicals in pools, working on changing T8 bulbs to LED bulbs.
- Allan Jones Aquatic Center: Checked and adjusted chemicals in pools.
- Neyland Stadium: Made final preparation and repairs for Orange & White game. Go Vols!
- Sherri Parker Stadium: Checked and made repairs after LSU game.
- General building maintenance throughout zone.

COMMUNICATIONS & INFO SERVICES

Communications & Public Relations:

- **The 2018 Facilities Services Employee Satisfaction Survey closes this Friday, April 27.** The online version of anonymous 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 5 p.m. Friday, April 27.
- Congratulations to Steam Plant's Brian Bridge who was named April Employee of the Month!
- We received seven applications for the 2018-19 Facilities

Services Student Assistant Scholarship. The committee will meet next week and we will submit our nominee by the middle of May.

- The Facilities Services Department Group photo is scheduled for 10 a.m. Friday, May 4 at the HSS amphitheater. A bus schedule to the location will be distributed later this week. Please wear your new gray polo shirt for the photo. Administration has asked that we do not wear jeans the day of the picture.
- 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 [dbailey4@utk.edu](mailto: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. The event will take place this Friday, April 27 at 11 a.m.
- We are working on updated social media content.
- 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 Services 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.

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UTILITIES SERVICES

CONSTRUCTION SERVICES

Air Conditioning Services:

- Completing install of new RTUs at the Kingston Pike Building.
- Installing six new RTUs at 1610 University Ave.
- Repaired primary chilled water pump #2 at Thompson Boling Arena.
- Repaired chiller #2 at Conference Center.
- Performing repairs to heating water pumps and boilers at the Goodfreind Tennis Center.
- Repairing leaks on VAV boxes in the West Skybox.
- Replaced secondary chilled water pump motor at the Kingston Pike Building.
- Panda Express Cumberland: Installed new thermostat.
- McCord Hall: Completed installation of two new fan coil units.
- Presidential Court: Repaired double headed ice machine, Repaired reach in cooler #35.
- Hess Hall: Repaired reache in freezer #8.

Electrical Services:

- UTFS FA/BA: Fire Alarm System Testing various buildings on Campus.
- 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: Neyland Stadium Renovation – Utilities support.
- UTFS: New Dining Facility Project – Utilities Support.

Steam Plant:

- Moved electrical conduit to move outlets.
- Relocated flow controller for make-up.
- Swept out fuel oil containment areas.
- Clean up shop area.
- Put new tires on forklift.
- Put bearings in #1 feed water pump.
- Took down part of the wall where Dealkalizer are going.

Campus Projects:

- Admin Parking Garage: Repair support beam
- Alumni Memorial Building: Add tunnel ventilation; Add door control hardware in room 210 and Cox Auditorium.
- Anderson Training Center: Additional card readers; Assist with renovations of Coach Pruitt's office.
- Andy Holt Tower: Signage on P2, 7, and 8; Provide power to cubicle on sixth floor.
- Art and Architecture Building: Blinds for room 215A; Clean windows.
- 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.
- Blount Hall: ADA signage on ground, first and fourth floor.
- Burchfiel Geography: Receptacles for monitors on floors one and three.
- 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 Library, Jessie Harris, Ferris Hall, and Perkins Hall; Eyewash replacements in several labs; Replace steam line sections and valves; Repair Blue phones; Install hand dryers in several buildings.
- 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: Move display case and paint; Receptacles for DAS System; Renovate restrooms; Paint external stairway treads; Paint, carpet and minor renovations room 43.
- Concord Campus: Move from Fleming warehouse; Demo and construction.
- Conference Center Building: Build-back to basement.

CONSTRUCTION CONTINUED ON PAGE 5

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- Dabney Buehler Hall: Electric work 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.
- Early Learning Center: Add mag lock to back door, main lobby.
- 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: Move storage building; Pad for fuel tanks.
- Greve Hall: Build wall in 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; Wall repairs in room 430; Divide room 632 into two workspaces and extend a wall in room 601; Three glass rooms on sixth floor; Divide room 624 into two offices; Voice Messaging in Fire Alarm Panel.
- Henson Hall: Card readers in two rooms.
- 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; Wall reinforcing and painting for digital sign room 552; Repair smoke evacuation system.
- HPER: New flooring in weight room.
- Humanities and Social Sciences: Add door controls in classrooms; Renovate room 209.
- International House: Replace counter top and sink
- Jewel Building (COAD FAB Lab): Electric, lighting, and painting in basement.
- JIAM: Helium recovery piping system; Eyewash installation G015.
- Joan Cronan Volleyball: Exterior lighting replacement.
- Lake Avenue Garage: Clean and stain upper concrete walls
- Laurel Apartments: Receptacles for DAS System
- McCord Hall: Raceways for data.
- Melrose Hall: Renovate G102.
- Middlebrook Building: Paint and lights on second floor.
- Min Kao: Antennas on roof for radios.
- Morgan Hall: Renovations per POCA Phase 2 in room 226; 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.
- Nielson Physics: Add window in room 217A.
- North Carrick, South Carrick and Reese Halls: Inspect exterior walls and remove loose concrete.
- Perkins Hall: Paint room 73E; Remove screen, mount monitor and paint room 219; Paint and carpet in room 201.
- SERF: Add speakers and lights for fire alarm in rooms 338, 338A, 339; Gas to lab top in room 603; Lower receptacles in room 414; Receptacle in island for 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 Building: Paint and carpet fourth floor office suite (and Communications); Relocate outlet for Zoom System in room 109E.
- Student Union: Panic alarms G2 and G3; Remove trash cans and add slat wall in Volshop.
- Taylor Law: Paint change cabinet doors in rooms 225 and 262; Receptacles for DAS System; Painting several areas.
- Thompson Boling Arena: Door repairs; Add panic hardware to stairway door; Receptacles for metal detectors.
- Temple Hall: Window sealing and repair.

CONSTRUCTION CONTINUED ON PAGE 6

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CONSTRUCTION CONTINUED:

- Tickle Engineering Building: Power to new equipment in room 204A.
- Tom Black Track: 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 Art & Architecture locations; Add mirrors in Commons Store.

Join Facilities Services on Social Media

 @utkfacserv

 @utfacilities

 @UTFacilitiesServices

 UT FacilitiesServices

Facilities Services Department Group Photo:

10 a.m. Friday, May 4 at HSS Plaza Outdoor Amphitheater. Bus/shuttle schedule will be announced this week.

Contact Brooke at krempa@utk.edu for more info.

FACILITIES SERVICES VACANCIES

Electrician I - Requisition ID - 18000000KU

Project Manager - Facilities Services - Requisition ID - 18000000KO

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

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 - 17000001IR

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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