

# Facilities Services Weekly

March 12, 2018

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

## ADMINISTRATION

### Special Projects:

- A bake sale to benefit the Facilities Services Student Scholarship Fund and our upcoming Student Assistant Appreciation Week (April 9-13). The sale will be held Monday, March 19 and will be located in the conference room behind Veronica's office (rm 134).
- If you would like to bake something for the sale, please see Veronica to sign up or sign up using this link: <https://goo.gl/QPCPPT>

## FACILITIES OPERATIONS

### Landscape Services:

- Thompson Boling Arena: Start tree planting project to create a screen along the south building face.
- Seasonal Flowers: Order plant material for summer color beds.
- Campus Wide: Service storm drains and address run-off problem areas during recent rain events.
- Thornton Athletics: Move Ed America marble sculpture for Athletics.
- Campus Wide: Pre-spring landscape pruning, bed prep and mulch application (continued).
- Steam upgrades: Coordinating repairs of hardscape at Pedestrian Mall and Blueberry Falls (continued).
- Pedestrian Mall: Assist Plumbing team with steam leak repair.
- Massey Hall: Assist Plumbing team with steam leak repair.
- Sutherland Intramural Complex: Assist with removal of rugby goals.
- Facilities Services Complex: Install new landscape improvements (continued).
- Campus Wide: Swap/installation of new outdoor trash/recycle units (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:

- In-house irrigation upgrades and additions (continued).
- Pre-season training to all mowing crew personnel.

- Begin mowing campus as needed for growth.

### Arboriculture:

- Tree replacements: Volunteer Blvd., Glazer, and Sorority Village.
- Fraternity Park: Remove hazardous limbs and general tree canopy cleaning.
- Campus wide: Update tree inventory data (continued).

### Lock & Key Services:

- Art & Architecture – keypad not working.
- Lab Animal Facility – repair or replace lock.
- Presidential Court – request for lock on file cabinet.
- Alumni Memorial – repair lock.
- Alpha Tau Omega – repair locks.
- Strong Hall – install keypad locks.
- Mossman Research Building – setting up cores.
- University Housing – many recores and repairs.

## ZONE MAINTENANCE

### Zone 1:

- We will change filters in some of our buildings this week.
- Everyone in the residence halls will work on getting caught up on work orders.
- We will clean the leslie at Reese Hall this week.

### Zone 2:

#### Strong Hall:

- Tightened all bathroom hardware/toilet seats.
- Assisted contractor with plumbing punch list.
- General maintenance.

#### SMC:

- Repaired induction unit in room 640.
- Replaced bottle fill station filter.
- General maintenance.

#### Haslam:

- Installed two pressure gauge on pumps.
- Repaired five outside lights.
- Helped set up room 501 for a conference meeting.
- Assisted Plumbing & Heating Services with hot water problem.

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ZONE 2 CONTINUED ON PAGE 2

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## ZONE 2 CONTINUED:

- General maintenance.
- Hodges Library:
- Replaced return air fan motor on p-7, pumped water out of our plenum.
  - Replaced bucket trap at south air-handler #2.
  - Replaced hot water stim on sink in men's secondary restroom on first floor.
  - Removed handicap door and had upper pivot welded.
  - Reinstalled at ground floor north side of building.
  - Installed door stop on fifth floor room 530.
  - Second floor Melrose entry replaced leaking door closer on north side of building.
  - Installed new led light and fixture behind circulation desk on second floor.
  - Tightened up 1/4 – 20 bolts on door at ground floor north side of building.
  - Installed new sloan flush valve in men's restroom on third floor.
  - Removed toilets and broken marble stall slabs from fifth floor men's restroom.
  - Changed air-handler filters in west machine room.
- Melrose Hall:
- Pulled steam radiator and removed broken trap on second floor g- section.
- International House:
- Rebuilt sloan flush valve in women's restroom on second floor.

## Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Alumni Memorial Building lighting.
- Zone wide LED lighting.
- Flushing coils at Alumni Memorial Building.
- Walters Life Science filters.
- Burchiel sconce repair.
- Hesler greenhouse lights.

## Zone 7:

- Worked on heaters, air conditioning, water leaks, and lights as needed throughout zone.

## Zone 9:

- Answering calls.
- Getting ready for Monday's snow storm.
- Turning heat on and off daily at Clarence Brown Theatre.
- Unlocking doors at Music and Humanities for students.
- Unlocking doors for contractors at Clarence Brown Theatre.
- Repairing lights at Music.

## Zone 11:

- At Sherri Parker Lee Stadium checked and made needed repairs, and prepared for game against Missouri.
- Checked and adjusted chemicals in pools at Football Complex and also began changing filters.
- At Allan Jones Aquatic Center checked and adjusted chemicals in pools.
- Began changing filters at Auxiliary Services.
- We continue to prepare Neyland Stadium for the Orange & White Game.
- General building maintenance throughout zone.

## COMMUNICATIONS & INFO SERVICES

### Communications & Public Relations:

- Brooke is attending the APPA Supervisors Toolkit this week hosted at FSC.
- Work continues on the Facilities Services Student Scholarship Fund Golf Tournament.
- The distribution date of the Employee Satisfaction Survey has been delayed by 2 weeks. The new distribution date will be Monday, March 19. Check your email for more information.
- We are updating the Building Representative list.
- We are collaborating with SLAM to create a Strong Hall promotional video.
- Educational Interiors applications have been submitted. We will enter three projects to the magazine.
- We are working with UT Alumni to increase our social media presence.
- Our department will participate in Torchbearer Tuesday in April. Brooke is seeking volunteers from each unit to participate in the event. Look for more information

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## COMMUNICATIONS & PR CONTINUED:

soon.

- We will participate in construction walkthroughs this week and next week. Look for updated pictures on our social media pages.
- An update to the Winter Projects Catalog will be completed.
- Safety Walk web pages will be created.
- We will meet with the Facilities Services Support department for the University of Texas at Austin next week to discuss our social media tools and strategies.
- 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 different units throughout 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](mailto:krempa@utk.edu).
- Updates are being made to the Cone Zone website.
- Updates are being made to the Facilities Services Department website.
- We have been updating staff photos. If you would like your photo updated, please email Brooke Krempa at [krempa@utk.edu](mailto:krempa@utk.edu).
- Old Cone Zone signs are being removed.
- Cone Zone signs are being created and updated.
- We will hire a new student assistant for the subunit in the coming weeks.
- 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.
- Updating organizational charts for all department units and subunits.
- A portion of the Facilities Services Scholarship Fund committee will meet this week to discuss our upcoming scholarship golf tournament. Check you emails soon for

more details about the event.

- 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.
- A new employee suggestion box will be installed in the Facilities Services Complex. More details coming soon.
- Help us to nominate our next Facilities Services Employee of the Month at [tiny.utk.edu/fseom](http://tiny.utk.edu/fseom).
- Help us to nominate our next Facilities Services Exceptional Team at [tiny.utk.edu/exceptional](http://tiny.utk.edu/exceptional).

## UTILITIES SERVICES

### Steam Plant:

- Continue to install lighting.
- Three started the training cohort.
- Ran emergency lighting circuit.
- Trouble shoot chemical pump controller.
- Mounted control panel for water softeners.
- Greased pumps and motors.
- Clean shop area.
- Put pump together for fuel oil treatment.
- Clean filters on air compressors.

## CONSTRUCTION SERVICES

### Campus Projects:

- Admin Parking Garage: replace expansion joint.
- Alumni Memorial Building: Add tunnel ventilation; Add door control hardware in room 210 and Auditorium.
- Anderson Training Center: Additional card readers.
- Andy Holt Tower: Polish concrete floors on P2 level; Signage on P2, 7, and 8.
- Bailey Education Complex: Make three offices in room 502.
- Baker Center: New flooring for third floor patio.
- Biosystems Engineering Labs: 480 volt power to equipment in room 163; Install power poles for data in room 278.

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- Campus: Evaluate parking garages; Parking Garage lighting improvements; Sidewalk and ADA work; Outside lighting improvements; Window replacements Hoskins, Jessie Harris, Ferris Hall, and Perkins Hall; Eyewash replacements in several labs.
- Classrooms: Summer classroom renovations (18), Update Technology (7), Carpet replacements (3), Cloud Ceilings (2).
- College of Nursing: Paint rooms 244, 301A, 309, 367; Shelving in room 207.
- Communications: Paint room 440; Move display case and paint.
- Concord Campus: Move from Fleming warehouse; Demo and construction.
- Conference Center Building: Build-back to basement; Paint rooms 212 and 239.
- Dunford Hall: New blinds for six rooms on the fourth floor.
- Early Learning Center: Add mag lock to back door, main lobby; Blue light room 205; Power for workstation 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; Changes to rooms 107, 110 and 111 for new occupants; Install bollards; Install two car chargers.
- Food Safety: New flooring in room 200.
- Food Science: Add door between rooms 113 and 114.
- Golf Facility Building: Automatic gate for entrance; Move storage building; Pad for fuel tanks.
- 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; Repair mirror film for room 216; 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; Divide room 450 into two offices.
- Haslam Music: Add corner protectors; Paint band room doors and install plexiglass.
- Hess Hall: Add card access to 2K laundry room doors.
- Hodges Library: Assist with office renovations and Graduate Commons renovation; Install ADA operators on restroom doors; Clean all windows; Replace transition strips in front of elevators on second, third and fourth floor.
- Hoskins Library: Light switches for rooms G015 and 219.
- HPER: New flooring in weight room.
- Humanities and Social Sciences Building: Upgrade fire alarm system to speaker devices; Add sensors in new vault.
- Jewel Building (COAD FAB Lab): Electric, lighting, and painting in basement.
- JIAM: Helium recovery piping system; Utility piping in room 272; Eyewash installation in room G015.
- Kingston Pike: Install raceways and equipment for parallel UPS system.
- Lake Avenue Garage: Clean and stain upper concrete walls.
- 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 in rooms 121C and 123; Tuck pointing north, east and west; install ground and bus bar for telecommunications.
- Nielson Physics: Add window in 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.
- Pratt Pavilion: Door controls for parking area entry door.
- Presidential Court: Repair ceiling in pizza area.
- SERF: Renovate room 309; Renovate rooms 109, 210, 202, and 205 for Nuclear Engineering; Paint and flooring in room 414.
- SMC: Paint and/or carpet rooms 309 and 330.
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area.
- Strong Hall: Conduit for compactor; receptacle in second floor corridor; New location for projector screen

CONSTRUCTION CONTINUED ON PAGE 5

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- in room 212.
- Student Services: Paint and carpet room 401B and Communications room 467.
- Student Union: Add capacity for voice transmitting through fire alarm system; Panic alarms G2 and G3.
- Taylor Law: Paint third floor Faculty Hallways and third floor Conference Room.
- TBA: Paint corridor behind dining kitchen; Door repairs; Add panic hardware to stairway door; Paint and graphics in dining.
- Tom Black Track: Repair damaged ceiling above restrooms.
- TRECS: Refinish courts.
- UT Drive Building A: Renovations for Radiation Safety.
- 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 University Commons, Cumberland Avenue, and Art & Architecture locations.
- 1610 University Ave.: Paint room 210.
- 1817 Melrose Ave.: Add storm door to front entry.

## FACILITIES SERVICES VACANCIES

- 2nd & 3rd Shift Custodian (Building Services Aide I) - Requisition ID - 170000011S
- Sr Maintenance Specialist (One Call) - 2 positions - Requisition ID - 17000001LY
- Electrician I - FS Construction - Requisition ID - 180000009Y
- Sr Carpenter I - FS Construction - Requisition ID - 180000009X
- Maintenance Specialist I - Requisition ID - 180000009G
- Vehicle Prep Assistant, Fleet Management (Temporary) - Requisition ID - 180000009D
- Carpenter I - FS Construction (2 Positions) - Requisition ID - 1800000083
- Air Conditioning Spec I (3 Positions) - Requisition ID - 17000001PF
- Exterminator I - Requisition ID - 180000007P
- Painter I - Requisition ID - 17000001LD
- Landscape Aide I (Two Positions) - Requisition ID - 17000001QK
- Electrician I - Requisition ID - 17000001PN
- Welder I - Requisition ID - 17000001IR
- Asst Bldg Srvs Foreman (3 Positions) - Requisition ID - 160000018S
- Sr Steam Plant Operator - Requisition ID - 170000010Y
- Landscape Serv Foreman (Two Positions) - Requisition ID - 17000000JP
- 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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