Facilities Services Weekly

March 12, 2018

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.

ZONE 2 CONTINUED ON PAGE 2
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• 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 bin 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
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.
• 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.
• 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.
• Help us to nominate our next Facilities Services Exceptional Team at 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.

CONSTRUCTION CONTINUED ON PAGE 4
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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
• 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.