

Facilities Services Weekly

October 22, 2018

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

Congratulations to our October Exceptional Team!

Ashley Savage Gilliam, Joe Suits & Veronica Huff

Help us nominate our next team at tiny.utk.edu/exceptional

Chuck Thompson Awards - Monday, October 29 **Check the page 7 of this newsletter for more info**

ADMINISTRATION

Special Projects:

- A bake sale to benefit the Facilities Services Student Assistant Scholarship will be held October 29 at the Facilities Services Complex. Please see page 8 of this newsletter for more information.
- If you would like to bake something for the bake sale, please contact Veronica Huff at vhuff@utk.edu.

ADMIN & SUPPORT SERVICES

Admin & Support Services:

- Premium-Free November: Paychecks distributed in November 2018 will reflect a premium-free holiday. All employees enrolled in health insurance plans through the state of Tennessee will receive a break from paying premiums in November. Savings for the month will range from \$66 to \$389, depending on plan type.

FACILITIES OPERATIONS

Recycling:

Recycling Totals from October 15 through 21:

- Bottles/Cans: 8,100 pounds.
- Paper: 7,400 pounds.
- Cardboard: 23,120 pounds.
- Glass: 10,180 pounds.
- Manure: 0 pounds.
- Compost: 0 pounds.

- Total Recycling: 48,800 pounds; 24.4 tons.

Recycling Totals for Fiscal Year 2019:

- Bottles/Cans: 120,465 pounds; 60.23 tons.
- Paper: 150,600 pounds; 75.3 tons.
- Cardboard: 264,822 pounds; 132.41 tons.
- Glass: 50,140 pounds; 25.07 tons.
- Manure: 237,000 pounds; 118.5 tons.
- Compost: 178,144 pounds; 89.07 tons.
- Total Recycling: 1,001,171 pounds; 500.59 tons; 2,083 pallets.

ZONE MAINTENANCE

STAR Team:

- Replaced ADA operator at South Carrick.
- Repaired ADA operator at Min Kao.
- Repaired ADA operator at SERF.
- Renovation of SERF room 108.
- Renovation of SERF room 424.
- Replaced two operators at Brehm Animal Science.
- Disassembled environmental chamber at Tickle Engineering.
- Packed all material from environmental chamber and palletized and moved to Concord.
- Replaced glass at White Avenue Daycare.
- Replaced glass at Boathouse.
- Adjusted doors at Neyland Stadium.
- Repaired broken window at Sherri Lee Softball Stadium.

STAR TEAM CONTINUED ON PAGE 2

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STAR TEAM CONTINUED:

- Ordered window sash for Kappa Alpha.
- Replaced broken door glass at Strong Hall.
- Adjusted doors at Conference Center Building.
- Checked windows at Clement Hall.
- Tested fume hoods and exhaust at JIAM.
- Worked on Mossman punch list.

Zone 1:

- Staying caught up on work orders.
- Carrick maintenance is working with Belfor to keep unit cleaning moving.
- Plumbing & Heating Services has fixed several issues this week in the residence halls.
- We are still dealing with vandalism of ceiling tiles in several residence halls.

Zone 3:

- We will check building temperatures to make sure our customers are comfortable.
- Our team continues to clean guttering and keep roof drains clear from leaves and debris.
- We are gearing up for winter by checking all heating systems and their control systems.
- On the lighting front we continue to install LED fixtures and bulbs to conserve energy and reduce the demand on light maintenance.

Zone 6:

- Maintaining environmental equipment.
- Addressing work order issues.
- Dabney Buehler Hall LED lighting upgrade.
- Alumni Memorial Building lesle cleaning.
- Preparing for Student Union Phase II occupation.

Zone 8:

- We will check building temperatures to make sure our customers are comfortable.
- Our team will work on monthly and quarterly inspections.
- We will change filters and belts on units that are ready for service.
- We continue to check and clean guttering and roof tops to make sure they have no debris.
- One Call will respond to calls and assist with LED lighting upgrades.

Zone 11:

- South Stadium: Checked and repaired lights as needed.
- Sherri Lee Stadium: Completed LED light conversion.
- Regal Soccer Stadium: Made needed repairs before upcoming home game.
- Football Complex: Checked and adjusted chemicals in pools.
- Allan Jones Aquatic Center: Checked and adjusted chemicals in pools.
- Neyland Stadium: Made needed repairs before Alabama football game.

COMMUNICATIONS & INFO SERVICES

Communications & Public Relations:

- The Chuck Thompson Awards will be held at 1:30 p.m. Monday, October 29 at the Facilities Services Complex. Please see page 7 of this newsletter for more information.
- ***Congratulations to our October Exceptional Team - Ashley Savage Gilliam, Joe Suits and Veronica Huff! We would like to thank them for all of their hard work to relaunch the Facilities Fundamentals workshop program last month.*** You can help us to nominate our next exceptional team at tiny.utk.edu/exceptional.
- Thank you to everyone who submitted a nomination for this year's Chuck Thompson Outstanding Employee Awards. This year we received 99 total nominations. The committee will meet to determine the recipients next week.
- A bake sale to benefit the Facilities Services Student Assistant Scholarship Fund will be held Monday, October 29. Please see page 8 of this newsletter for more information.
- The communications committee is in the process of holding the second round of small focus groups. All groups will be completed by November 7. If you have any questions about these focus groups, please contact Brooke Krempa at krempa@utk.edu.
- The 2018 Facilities Services Holiday Party will be held at the TN Terrace at 12 p.m. Thursday, December 13. Third shift and Steam Plant party dates will be announced soon.

COMMUNICATIONS & PR CONTINUED ON PAGE 3

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COMMUNICATIONS & PR CONTINUED:

- Brooke completed FEMA Course 400 last week at the Facilities Services Complex.
- Look for the new Recycling tips section appearing weekly in TN Today and VolUpdate.
- Brooke is working with the Culture Task Force to finalize new awards programs and vision icons.
- Brooke participated in the LifeSafe Stakeholder and Marketing Strategy meetings held at UTPD.
- We are working with the Office of Emergency Management to create flyers describing the various classroom locking systems on campus.
- Brooke will be creating new content for the digital screen in the Facilities Services Complex.
- The APPA FPI Survey is now open. Brooke will complete the 450 question survey in December.
- We are currently trying to fill two vacant student positions in our unit. If you know of a student who would be interested in working with Communications & PR please email Brooke at krempa@utk.edu.
- We are reevaluating the communications plan for My Tiny Trash.
- We are planning October events including focus groups and Chuck Thompson Awards.
- Planning has begun for the 2019 Facilities Services Student Assistant Scholarship Fund Golf Tournament.
- We will help to plan a food drive here at the Facilities Services Complex to benefit Smokey's Pantry. Stay tuned for further details coming soon.
- Planning has begun for the 2018 holiday parties.
- Organizing various media availabilities and releases.
- Planning is in the beginning stages for a Sightlines SEC meeting that UT Facilities will host in March. The three day event will take place March 6 through 8.
- Employee comment boxes have been installed. Box locations include:
 - Facilities Services Complex Break Room
 - Facilities Services Shop Area
 - Steam Plant (near time clock)
 - Neyland Biology Annex near room 128
 - Ellington Plant Science room 4
 - SERF outside of room 426
 - Former Sanitation Safety (Pest Control) Area at Facilities Services Volunteer Blvd. Location
- The electronic employee comment box can be found at tiny.utk.edu/fscommentbox.
- If you have an idea for a new comment box location, please contact Brooke Krempa at krempa@utk.edu.
- Work has begun on the Fiscal Year 2018 Facilities Services Annual Report. There has been a delay in the completion of this report due to missing information.
- The Facilitator will be distributed in early November after the Chuck Thompson Awards Ceremony.
- Various videos are being edited for distribution. Our next video series will be the DIY Cleaning vs. Disinfecting Series to accompany our September workshop presented by FS Training and Building Services.
- We are updating department and unit photos for both the website and for our annual report.
- TNAPPA website updates are taking place.
- We are working to update the awards plaques in the Facilities Services Complex break room.
- We are working on updated messaging for various department programs.
- We are updating the Building Representative List.
- If you have any items you would like included in The Facilitator, including thank you notes, please email Brooke at krempa@utk.edu.
- Work continues on the department organizational charts.
- Website updates are being completed on almost a daily basis.
- We will help plan the meals provided for our staff who work during the football games.
- Work continues on the department Emergency Response Plan.
- We are completing training on Lynda.com and annual required training.
- Cone Zone website updates are ongoing. All updates should be complete by tomorrow.
- Please contact Brooke if you would like any content on the Facilities Services website updated.
- We are working with Special Projects to plan upcoming student assistant scholarship fund raisers.
- 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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Employee Training & Development:

Upcoming Training:

- Confined Space Training continues for Zone Maintenance, Plumbing, Air Conditioning, and Electrical.
- CCP has moved to the Advanced classes portion of the program.
- The fifth cohort of the PSTCC Training Program is kicking off in November.

Training News

- Rebecca is serving on the hiring committee for the Learning & Organizational Development Manager position with campus HR.
- Beth is serving on the hiring committee for the Project Coordinator position for Construction Services.
- Rebecca is working on scheduling HAZWOPER 40 with IPS.
- Rebecca continues working on development of FS Supervisor Training.
- A hiring committee has been established to assist in filling the vacant Training Specialist position.

UTILITIES SERVICES

Air Conditioning Services:

- Stokely Management Center: Performed start upon new Carrier Chiller.
- Boathouse: Performed start up on new gas furnaces.
- Andy Holt: Repaired heating water system.
- Vet Hospital: Install two liebert air conditioning systems in telephone sever room.
- Neyland Stadium: Repaired Carrier chiller serving Vol Card area.
- Nuclear Engineering Building: Completed installation of new air conditioning system in room 117.
- Dougherty Engineering Building: replaced five circuit setters for the chilled water system.
- Kappa Alpha: Replaced ice machine.
- Student Union: Replaced motor for ice machine distribution system.
- Dunford Hall: Replaced two mini split systems.
- Conference Center Building: Replaced ice maker.
- Stokely Hall: Repaired freezer.
- Dougherty Hall: Performed maintenance on compressor.

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 – Neyland Stadium Renovation – Utilities support.
- UTFS Electrical Metering – Wireless Network.
- Hoskins Library – Contractor Support.
- UTFS Electrical Services - CAMPUS Event Support.

Steam Plant:

- Number 2 boiler was taken off line, drained and opened up for inspection, inspected, closed up and made ready for operation.
- Drained number 2 condensate tank and opened up for inspection.
- Continue to work on piping for new polishers.
- Continue to install lighting.
- Work in DCS on logic issues.

CONSTRUCTION SERVICES

Campus Projects:

- Admin Parking Garage: Repair support beam.
- Anderson Training Center: Electric work in cafeteria.
- Andy Holt Tower: Signage on levels P2, seven, and eight; Install new flooring in elevators; Paint rooms 506, 507 and 509; Hook up electric to workstations in room P209.
- Austin Peay: NE wall waterproofing.
- Auxiliary Services: New dock leveler.
- Bailey Education: Install visual doorbell in room 212; Power to smart board in room 118.
- Baker Center: Paint railings around rooftop garden.
- Basler Boathouse: Access control.
- Blount Hall: ADA signage on ground, first and fourth floors; Build offices in room 401; Work in restrooms on first floor; Electric work room 106.
- Buehler Hall: Provide locking for classrooms 300 and 555; Paint and tile in room 352.

CONSTRUCTION CONTINUED ON PAGE 5

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- Business Incubator: Wash front windows; Opening in wall between rooms 104A and B.
- Campus: Window replacements in Hoskins Library, Jessie Harris, Ferris and Perkins halls; Eyewash replacements in several labs; Replace steam line sections and valves; Repair Blue Phones; Install hand dryers in several buildings; Grow Lab on Terrace Avenue; Parking lot on Lake Avenue; Repair pedestrian bridges.
- Clarence Brown Theatre: Remove a sink.
- Communications: Carpet in room 430; Blinds in room 476; Convert room 432 into an office; ADA opener on door near Dean's office; Sleeve and junction box for patio; Install projector screen in room 316; Paint and carpet room 338; New sink in room 426D; Access controls and door for room 43; ADA door operators for Suite 91.
- Concord Campus: Demolition and construction.
- Dabney Buehler Hall: Repair acid drains; Painting, strip/wax floors in rooms 666 and 667; Paint and tile in room 352.
- Delta Tau Delta: Repair restroom ceilings; Prepare for washers and driers; Electric work; Repair ceiling.
- Dougherty Engineering Building: Capstone repairs and caulking; Electric in room 102; 208-volt power in room 606; 208-volt power in room 206; Electric for cubicles in room M015.
- Dunford Hall: Signage for Student Disability Services.
- ETREC Johnson Animal Research: Emergency power C111; 208-volt power in room C105.
- Ferris Hall: Paint and carpet in room 205 and suite 206.
- Golf Maintenance Building: Reroute water.
- Haslam Business Building: Outlets for rooms 319, 320, 321 and 322; Electric in rooms 242 and 499A; Chair rail in team rooms.
- Henson Hall: Access control for rooms 104 and 107; Panic button in room 404; Painting in rooms 323, 402 and 403.
- Hesler Biology: Push button locks on rooms 529 and 531.
- Hess Hall: Add card access to 2K laundry room doors; Architectural and Engineering services for apartment additions.
- Hodges Library: Assist with office renovations and Graduate Commons renovation; Repair smoke evacuation system; Build a wall in room 130; Projector screen in room 309; Lactation room in room 255B; Painting around booths on fifth floor.
- HPER: Seal wood in room 354.
- International House: Replace counter top and sink.
- Jessie Harris: Extend rooms 209 and 242 into storage rooms; Carpet room 240.
- Kingston Pike Building: Replace expansion joint in wall; Add mag locks to two doors; Paint orange stripe in room 110.
- Lee Softball Stadium: Access control.
- McClung Museum: Wall and floor renovations in Gallery 104A.
- McClung Tower: Carpet for rooms 608, 610 and 706.
- Middlebrook Building: Paint and lights on second floor.
- Min Kao: Drain piping for nitrogen in room 533.
- Morgan Hall: Renovations per POCA Phase 2 in room 226; Tuck pointing north, east and west; Flooring in room 210C.
- Mossman Building: Electronic door lock override switches.
- Neyland Stadium: Repair steel mesh on guard rail at Gate 10.
- Nielson Physics: Add window in room 217A.
- Perkins Hall: Add partition walls in room 223D; New cubicle in room 317; Renovate rooms 106, 115 and 116; Install outside electric pedestals in two locations; Correct items on EHS Inspection List in sub-basement.
- Plant Biotech: Electric for podium and painting in rooms 156, 157 and 158.
- Regal Soccer Stadium: Access control.
- SERF: Door controls in room 419; Paint and carpet in rooms 511, 511A and 513; Replace nitrogen generator.
- SMC: Receptacle and data raceway in room 319.
- Stadium Drive G10: Repair broken cable.
- Stokely Family Residence Hall: Power to compactors; Install fence in receiving area.
- Strong Hall: Conduit for compactor.
- Student Aquatic Center: Test concrete patch on pool deck.
- Student Health: Replace x-ray machine.
- Student Services: Renovation for Enrollment Services; Office walls in rooms 109H1 and 109I; Make room 109E

CONSTRUCTION CONTINUED ON PAGE 6

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CONSTRUCTION CONTINUED:

- larger.
- Student Union: Add dock lift; Remove cosmetic cases in Volshop.
- Taylor Law: Painting several areas; Make offices in room 356.
- Thompson-Boling Arena: Ceiling and Signage in Exit Corridor; Fire stopping.
- Tyson Alumni House: Renovate first floor restroom.
- UT Drive Services Building C: Add awning.
- UTFS Sutherland: Charging stations.
- Veterinary Medical Center: Widen road on Old Cherokee Road.
- 2121 Stevenson Drive: Add a customer service window.

T FACILITIES SERVICES Employee Comment Box Locations:

- Facilities Services Complex Break Room
- Facilities Services Shop Area
- Steam Plant (near time clock)
- Neyland Biology Annex near room 128
- Ellington Plant Science room 4
- SERF outside of room 426
- Former Sanitation Safety (Pest Control) Area at Facilities Services Volunteer Blvd. Location
- The electronic employee comment box can be found at tiny.utk.edu/fscommentbox.



To suggest an additional box location, or for more information, please contact Brooke Krempa at krempa@utk.edu.

FACILITIES SERVICES VACANCIES

- Senior Plumbing & Heating Specialist I - Requisition ID - 18000001L3
- Electrician Foreman I - Requisition ID - 18000001H7
- Landscape Aide I - Requisition ID - 1800000177
- Air Conditioning Spec I - Requisition ID - 18000001G1
- Electrician I - Requisition ID - 18000001CL
- Painter I, Facilities Services - Requisition ID - 18000001BO
- Project Manager, Facilities Services - Requisition ID - 18000001BQ
- Assistant Building Services Foreman - Requisition ID - 18000001B9
- Maintenance Specialist I, Zone Maintenance Sector A, (5 Positions) - Requisition ID - 180000015D
- Sr A/C Specialist II (2 Positions) - Requisition ID - 180000013P
- Plumbing & Heating Sp I - Requisition ID - 180000013N
- Temporary Landscaping Aide I (Seasonal) - Requisition ID - 15000000B5
- 2nd & 3rd Shift Custodian (Building Services Aide I) - Requisition ID - 18000000SC
- Line Installer I - Requisition ID - 16000000M2
- Sr Steam Plant Operator - Requisition ID - 170000010Y
- Sr Line Installer I - Requisition ID - 17000000AO
- Electrician I - FS Construction - Requisition ID - 18000000QI
- Sr Maintenance Specialist (One Call) - Requisition ID - 17000001LY

Facilities Services Weekly

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2018 FACILITIES SERVICES CHUCK THOMPSON AWARDS CEREMONY

1:30 P.M. MONDAY, OCTOBER 29
FACILITIES SERVICES COMPLEX

Join us as we name this year's recipients of
the Outstanding Employees Award!

BUS SCHEDULE ▶▶▶▶▶▶

12:00 P.M.	STEAM PLANT
12:05 P.M.	COLLEGE NURSING (ON VOLUNTEER BLVD.)
12: 15 P.M.	INTERSECTION OF JAMES AGEE STREET AND WHITE AVE.
12: 25 P.M.	CONFERENCE CENTER
12:40 P.M.	DROP OFF AT FACILITIES SERVICES COMPLEX
12:50 P.M.	THE HILL (NIELSEN PHYSICS)
12:55 P.M.	INTERSECTION OF MIDDLE WAY AND CIRCLE DRIVE
1:05 P.M.	FACILITIES SERVICES BUILDING (VOLUNTEER BLVD.)
1:15 P.M.	AG CAMPUS (BUS STOP BETWEEN ELLINGTON & BREHM)

Questions? Contact Brooke Krempa at krempa@utk.edu or 214-7762

Facilities Services Weekly

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Bake Sale!

in support of the

**Facilities Services Student
Assistant Scholarship Fund**

OCTOBER 29

**8 a.m. - Coffee & Doughnuts
12 p.m. - Homemade Baked Goods**

Facilities Services will hold a bake sale in support of the department's Student Assistant Scholarship Fund Monday, October 29, the same day as the Chuck Thompson Awards ceremony.

The morning sale will take place in Facilities Services Complex room 134 starting at 8 a.m. The afternoon sale will take place in the lower level of the Facilities Services Complex and will begin at 12 p.m.

Baked goods and beverages will be available for purchase at both sales.

All proceeds from the bake sale will go toward the student assistant scholarship. More info about the scholarship: tiny.utk.edu/facilitiesfunds