

# Facilities Services Weekly

November 25, 2019

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

## 11<sup>th</sup> Annual Toy Drive

November 11 through December 9, we will be hosting the 11th Annual Toy Drive honoring the memory of Ryan McDonald. Toys collected benefit Helen Ross McNabb and Child & Family of Tennessee. For more information, please see the flyer at the end of this newsletter.

## Holiday Celebration



The 2019 Facilities Services Holiday Celebration will be held at the Student Union Ballroom at 12p Friday, December 13. For more information and details for the Third Shift Building Services & Zone Maintenance Holiday Celebration, see the flyer at the end of this newsletter.

## Fleece Blanket Drive

Many students at West View Elementary School are in need of warm blankets this winter. Please consider donating a new fleece blanket or blankets to a child in need. Your donation will warm hearts and homes at the same time! Blankets can be dropped off with Veronica. Collection ends Wednesday, December 11. Questions? Contact Jay Price at [jayprice@utk.edu](mailto:jayprice@utk.edu).

### ADMINISTRATION

#### Special Projects:

- "There is always, always something to be thankful for."  
- Unknown

### FACILITIES OPERATIONS

#### Building Services:

- At the Student Union, we scrubbed the G1 restrooms on the phase I side, scrubbed the 1st floor restrooms in phase I and scrubbed the restrooms on G3 in the phase I side.
- We took part in the Leadership Academy classes.
- We cleaned the carpet on the second floor of phase II inside of rooms 270, 262, 260, and 272.
- We cleaned all of the entryway rugs and elevator rugs and detailed all of the entryway glass.
- We trained Patricia Curtis on the slow speed scrubber
- All of the public elevators inside the building were cleaned.
- The Director of the Student Union catered food for the staff to thank them for their hard work on such a short staff!
- At Mossman, we received a 4.41 inspection report score. We Imopped the 6th floor labs, ran the auto-scrubber on 1st, 2nd, and 3rd floor, and cleaned the back dock.
- At Strong Hall, we received a 4.21 inspection report score.
- We cleaned and swept cobwebs on walkway, ran the auto scrubber on 1st, 2nd, and 3rd floor, scrubbed the grout in the shower, trained an employee on the orbiter, and scrubbed bathrooms in the basement and on 2nd

BUILDING SERVICES CONTINUED ON PAGE 2

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## **BUILDING SERVICES CONTINUED:**

- floor. We swept and mopped the dockside ramp, vacuumed half walls, cleaned urinal dividers, and cleaned steel bathroom stalls on the 4th and 5th floor.
- At Senter Hall, we received a 3.99 inspection report score, scrubbed the bathroom floor and hallway.
- At the Baker Center, we washed the classroom tables on the 2nd floor, vacuumed entrances, and scrubbed the 2nd floor bathrooms.
- At Hodges Library, on the 6th floor, Dean's suite and break room were shampooed. On the 4th floor, we cleaned the south stairwell and the floor in front of the service elevator. On the 2nd floor, the secondary restrooms were orbited. The Clorox 360 was used in the Commons area and in the Offices by the front desk. We used the Clorox 360 in the Mary Greer room and the sitting area by the main desk. All of the red chairs were pulled out, swept under, and mopped.
- On the 1st floor, the carpet in the graduate commons area was cleaned and the auditorium on the 1st floor was shampooed. On the ground floor, we used the Clorox 360 on all offices for One Stop.
- At Tyson House, the 2nd floor was shampooed completely.
- At SMC, the 4th floor bathrooms were scrubbed and detailed with the orbital.
- At Haslam Business, the west wing was completely shampooed and the Clorox 360 was used. The 5th floor ballroom/eating area was completely shampooed. The 4th floor was high speed cleaned. All rugs were pulled and shampooed. All entrance carpet on 2nd floor was shampooed
- At the International House, all rugs were shampooed and the windows in the great room were cleaned inside and out.
- At Parking Services, we scrubbed and waxed hallways and scrubbed the bathrooms after painting was completed.
- We blew leaves off walkways at the Ag Campus.
- We completed trash removal at the Stadium from the Garth Brooks Concert.

## **Lock & Key Services:**

- At A & A, we changed combinations.
- At Perkins Hall, we repaired locks.
- At the 11th Street Garage, we repaired locks.

- At Silverstein-Luper, we repaired the exit device.
- At Hoskins Library, we repaired the exit device.
- At the Southern Kitchen in Vol Hall, we repaired the exit device.
- At Thompson-Boling Arena, we installed new hardware.
- In University Housing, we made many repairs and re-cores.

## **Sanitation Safety:**

- Worked on monthly building interior PMs.
- Worked on bi-annual building exterior PMs.
- Completed on-demand pest control work requests.

## **UT Office of Sustainability/Recycling:**

### Recycling Totals for November 18 to November 24:

- Bottles and Cans: 12,840 lbs.
- Paper: 5,540 lbs.
- Cardboard: 10,420 lbs.
- Glass: 0 lbs.
- Manure: 0 lbs.
- Compost: 0 lbs.
- Weekly Totals: 28,800 lbs./14.40 tons

### Recycling Totals for Fiscal Year 2019:

- Bottles and Cans: 164,260 lbs./82.13 tons
- Paper: 121,420 lbs./60.71 tons
- Cardboard: 251,240 lbs./125.62 tons
- Manure: 81,000 lbs./40.50 tons
- Compost: 126,599 lbs./372.26 tons
- Fiscal Year Totals: 744,519 lbs./681.22 tons

## **ZONE MAINTENANCE**

### **Zone 1:**

- We are staying caught up on work orders.
- Getting everyone scheduled for the holiday break.
- The remodel of the Reese chiller building has begun.
- We have started the filter change in Dogwood and Magnolia.

### **Zone 2:**

- We are answering calls, unlocking doors, and assisting shops on their work.

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ZONE MAINTENANCE CONTINUED ON PAGE 3

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## **ZONE MAINTENANCE CONTINUED:**

- We are cleaning the cooling towers at Haslam Music.
- At Jessie Harris, we are re-wiring the old copper lights.
- We are repairing perimeter heat at A & A.
- We are cleaning the pool at HPER.
- Attended the mandatory class on Spill, Prevention, and Control.
- Attended Facilities Services Leadership Academy.
- We are cleaning the ceiling tiles.
- At SERF, we conducted walk throughs, assisted at Ferris Hall, adjusted door closers, greased bearings, installed sprinkler caps, and checked air handlers.
- At AMB, we conducted daily inspections, repaired loose stair lighting and wall panel in 204, cleaned coils in two wall heaters, replaced filters and one fan motor, replaced burnt bulbs in room 32, provided tech support for shows in AMB 204, 210, and 32. We are conducting machine inventory and AHU monthly maintenance.

### **Zone 4:**

- We are re-wiring dish machine in the Student Union.
- Maintaining drains in all of the dining halls.
- Conducting PMs on air handlers in all dining halls.
- In PCB, we are repairing the hot well.
- Replacing damaged ceiling tiles in all dining halls.
- Cleaning air returns in all dining halls.
- In Anderson Training, we are repairing the conveyor system.
- Repairing sink baskets in Student Union Phase II.
- In Stokely, we are repairing the dish machine.
- Repairing ice maker in PCB.
- At Ferris Hall, we are conducting walk throughs, replacing motor on AHU 1, and fixing hand dryers in the women's restroom.
- At Perkins, we are conducting walk throughs, adjusting radiators, and inventorying equipment.
- At Jessie Harris, we replaced steam turn off valve, conducted mold checks, replaced ceiling tiles, repaired drain pipe on an air handler, checked the roof, cleaned elevator door tracks.
- At Senter Hall, we checked the roof, cleaned leaves out of the gutters, and conducted mold checks.
- At Fibers & Composites, we cleaned the elevator track, mold check, Checked roof.

### **Zone 5:**

- At Auxiliary Services, we changed filters in AH 1, 5, 6, and 8.
- At Neyland Stadium, we are continuing to change to LED lighting and we made repairs after Garth Brooks.
- At the Football Complex, we checked and adjusted chemicals in pools.
- At Allan Jones, we checked and adjusted chemicals in pools and prepared for swim meets.
- Throughout the zone, we conducted general building maintenance.
- At Min Kao, we are working on drains, fixing lights, greasing pumps and motors, and conducting general maintenance.
- At Dougherty Engineering, conducted walk through of the building, changed ceiling tiles, removed light bulbs upon request, and helped with replacing leaking steam pipe.

### **Zone 8:**

- Our team continues to clean roofs and guttering of leaves and debris.
- We will be working on guttering issues at Central Greenhouse. We have some wear issues to address.
- Our team continues to convert lighting in CRC Material Science and Plant Biotech to LED for energy conservation.
- At Brehm Animal Science, we will be working on air handler maintenance and making needed repairs.
- At Kingston Pike, we will be changing filters and repairing lights.
- One Call will be responding to calls and assisting with

### **Zone 6:**

- We are maintaining environmental equipment, addressing work order issues, logging for generators, and sorting filter orders.
- At Hesler, we are repairing the ridge vents in greenhouses 1 and 4.

### **Zone 7:**

- At Nuclear Engineering, we conducted walk throughs, changed a flush valve, cleaned out closets, and changed

ZONE MAINTENANCE CONTINUED ON PAGE 4

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## ZONE MAINTENANCE CONTINUED:

lighting.

### Zone 9:

- Our team will be working at the Jewel building on lighting upgrades.
- We continue to complete work at Sororities and Fraternities.
- At the White Avenue daycare, we will be installing a new heat unit in the kitchen area.
- We will be working on monthly inspections at all daycares.
- At Middlebrook Pike, our focus will be replacing emergency backup ballasts to improve the existing system.

## COMMUNICATIONS & INFO SERVICES

### Communications & Public Relations:

- Fleece Blanket Drive - Many students at West View Elementary School are in need of warm blankets this winter. Please consider donating a new fleece blanket or blankets to a child in need. Your donation will warm hearts and homes at the same time! Blankets can be dropped off with Veronica. Collection ends Wednesday, December 11. Questions? Contact Jay Price at [jayprice@utk.edu](mailto:jayprice@utk.edu).
- The Uniform FAQ is now available on our website! If you have a question about our new uniforms, visit [tiny.utk.edu/uniformfaq](http://tiny.utk.edu/uniformfaq) to find out more!
- The 2020 Volunteer First Impressions Contest is now open! Visit <https://tiny.utk.edu/VFI2020> for more information.
- November 11 through December 8, we will be hosting the 11th Annual Toy Drive honoring the memory of Ryan McDonald. Toys collected benefit Helen Ross McNabb and Child & Family of Tennessee. If you would like to make a donation, please bring unwrapped toys to the collection box that will be placed near the front entrance of the Facilities Services Complex, 2040 Sutherland Avenue. Donations can also be given at all Knox area Ingles grocery stores. All toys must be donated by December 9. For more information, please contact Roger McDonald at 865-705-9994 or [jmcdona3@utk.edu](mailto:jmcdona3@utk.edu).
- You can find the recent issue of The Facilitator by visiting: <https://fs.utk.edu/facilitator>.

- The electronic employee comment box can be found at [tiny.utk.edu/fscommentbox](http://tiny.utk.edu/fscommentbox).
- Help us 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).

### IT Support & Maintenance:

- Archibus upgrade from version 21.2 to 24.1 - The Facilities Services IT team is working with the Office of Information Technology to coordinate the upgrade of the Archibus software from version 21.2 to version 24.1. The new version of Archibus will bring new functionality and enhancements designed to improve user experience and to help further leverage the resources of the FS department.
- Upgraded computers at the Facilities Services Complex computer lab (Room 122) - New computers have been installed at the computer lab (room 122). These computers are used to provide training to our personnel, so this will facilitate the ongoing professional development of our workforce.
- Archibus Energy Management module - The IT group is working with KUB to find an automated method of importing energy utilization data into the Archibus system with the goals of streamlining the processing of utility bills, tracking utility data to identify trends, and aiding in the development of energy saving strategies.
- Visit to the UT Fabrication Lab- The Facilities Services IT group recently toured the UT Fabrication Lab, which has several 3D printers, a CNC router, a water-jet cutter, a full wood shop, and other interesting equipment (including some robotics) to explore how that equipment might be useful in assisting the Facilities Services mission. The equipment in that lab is available for use by the Facilities Services group.
- Upgrades to Windows 10 - Microsoft is scheduled to discontinue support for Windows 7 in January 2020 (software end of life). The IT group is working to update all Windows 7 installations to Windows 10 to maintain the security of FS computers. Only a small number of Windows 7 installations are left.
- FS Website updates - The IT and Communication groups are working to update the FS department website. Watch for new content as we move towards our FS 2.0 website.

COMM & INFO CONTINUED ON PAGE 5

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## COMM & INFO CONTINUED:

- The FS IT group has participated in Culture Committee meetings, provided project updates, helped in getting new employees setup, conducted workstation installation and setup, aided in printer maintenance, made network port orders, and made 2020 CUP preparations.

## Employee Training & Development:

### Upcoming Training:

- FERPA training and IT Security Awareness training are available through November 30 in K@TE. Please visit [www.fs.utk.edu/training](http://www.fs.utk.edu/training) to complete these courses.

### Training News:

- We have 5 new employees in New Employee Orientation this week. If you see one of them around, be sure to say hello and make them feel like a welcome member of Facilities Services!
- We will celebrate the completion of PSCC Cohort 09 next Friday, December 6.

## UTILITIES SERVICES

### Air Conditioning Services:

- Continuing work at Mossman to correct issues.
- Replaced UPS for Glycol System controls at Min Kao.
- Checking and repairing heating controls in various buildings on campus.
- Repaired AHU 3 controls at Brehm Animal Science.
- Repaired heating controls for Reese Hall.
- Assisted with fire damper controls at Sigma Kappa Sorority.
- Verified controls for AHU1 at Hoskins Library.
- Repaired growth chamber at Hesler.
- Repaired reach in cooler in POD store.
- Repairs on G134 at Student Union.
- Replaced heat exchanger in Min Kao.
- Repairs on water source unit at Sigma Kappa Sorority.
- Repairs on Aeon unit in Perkins.
- Replaced compressor at Blount Hall.
- Repaired 2 cold rooms at Mossman.
- Continued work on Dextron Unit at Allan Jones.
- Repaired unit heat at 1525 University.

### Electrical Services:

#### Security/Fire Alarm:

- The Security group installed new card readers at Hodges Library and Andy Holt Tower.
- The Security group responded to trouble calls.
- The Fire Alarm group disabled fire alarms at the Vet Hospital and Frieson Black Cultural Center for contractors.
- Fire Alarm group performed monthly fire pump testing with MASCO.
- Fire Alarm group performed fire drills at dorms and Sorority Village.
- Fire Alarm group performed sprinkler testing at Sorority Village.
- Fire Alarm group responded to trouble calls on campus.
- Worked with plumbing shop at Morrill pump house with issues regarding water pressure on sprinkler systems at Carrick Hall and Reese Hall.

#### High Voltage:

- On Monday, November 18, we finished picking up temporary power at Neyland Stadium for Garth Brooks concert.
- We worked a scheduled outage for the new Surge building. The crew did new terminations on a new transformer and we are redoing power while removing overhead power lines.
- We installed new poles with LED heads at Fraternity Park.
- Night shift answered fire alarm and electrical calls.
- Night shift made repairs on a tripped breaker at Ayres Hall that was knocking out the outside lights. Also, we changed out ballasts and bulbs to new LED bulbs.
- Night shift worked on wiring pole lights at 1900 Terrace Avenue.

#### Secondary Electrical:

- HVAC Controls on emergency power at Kingston Pike Building.
- Installed basin heaters at Andy Holt Tower chiller building.
- Conducted heat trap installation at Brenda Lawson.
- Provided Lutron support at Brenda Lawson.
- Made exhaust motor repairs at Massey Hall.
- Worked on the Landscape trailer behind Steam.

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## UTILITIES CONTINUED:

- Provided electrical support for Alpha Tau Omega.
- Provided emergency power support for Sherri Parker Lee Stadium.
- Claxton Education: Paint 341; Light outside of 452 and 453.
- Communications: ADA opener on door near Dean's office; Paint carpet, etc., 48, 52A, 52B, 61, 62; Connect old generator to UPS on 1st floor; Water bottle fillers on 1st and 4th floors; Replace dimmer control in studio 46; Paint 107J and 107S; Signage for 91 and 107; Add receptacles to 53; Projectors and screens in 310 and 321; Install bird deterrent system on Circle Park side.
- Conference Center Building: Paint and carpet in 2nd floor suites 209, 215, 224, 230, 231; Renovation of basement for RMC; Replace designs in carpet on 4th floor.
- Cumberland Avenue Food Court: Add key switch to fire door.
- Dabney Buehler: Repair acid drains; Renovate lab 674.
- Delta Tau Delta: Replace louvers in doors.
- Dougherty Engineering: Paint 210; Plumbing for M016; Carpet and paint 208.
- Dunford Hall: LVT in 2nd floor common spaces; Replace door 2423; New shades on 2nd floor; Panic button for 2423 and 1st floor; Paint and carpet cleaning 2330 and 2331; Paint and carpet 4th floor corridor; Paint and carpet 2429.
- Early Learning Center: Remove tire mulch from playground (Lake Ave.).
- Fab Lab (Jewel Building): Replace glass store front; Install ceiling fan in studio area; Install exterior lighting and camera inside; Repair exhaust fan.
- Ferris Hall: Renovate 207.
- Fred Brown Residence Hall: Move thermostat for 144.
- Fibers and Composites: Upgrade 480 volt electric panel.
- Greve Hall: Paint 240, 241, 242; Move power for copier in 302.
- Haslam Business: Make an office in 515; Change door and lock in 436; Divide 329 and 330 into 3 offices; Paint 606, 620, 621 and corridor; Replace counter top in Einstein's.
- Henson Hall: Receptacle for monitor 404.
- Hodges Library: Patch and paint 309.
- Hoskins Library: Access controls 200; Paint and carpet for 110C.
- HPER: Divide room 136C; Install kayak hanging system 019; Paint 376.
- Jessie Harris: Extend 209 & 242 into storage rooms; Paint, carpet and lighting in several rooms; Paint and blinds 332.
- JIAM: Electrical engineering for 135 and 150.

## Plumbing Shop:

- We installed a hose bib at Smokey's in the Student Union.
- We investigated high water meters.
- We worked on hot water and shower valves in Coach Harper's bathroom at Thompson-Boling Arena.
- We tested fire hydrants.
- At Clement Hall, we looked at a drain.
- We assisted with water problem in fire pump room and hydrant at Morrill Hall.

## Steam Plant:

- We ran a conduit for new control wires from BOP cabinet to downstairs.
- Cleaned out the re-injection hopper on #1 boiler.
- We put a gag on #1 boiler to search for tube leaks.
- Removed old conduit and vacuum line around the Plant.
- Repaired leak on brine maker discharge piping.
- Cleaned up salt from a leak.
- Switches for lighting above transformers.

## CONSTRUCTION SERVICES

- Andy Holt Tower: Replace tile floor in P2 elevator lobby; Paint 4th floor lobby; Paint 609 and 611.
- Art & Architecture: Modify office 229; Install receptacle in Gallery; Venting for laser cutter; Replace center lights with LED.
- Austin Peay: Carpet 125.
- Bailey Education: Signage for 5th floor.
- Biosystems Lab Building: Renovate classrooms 199A and 199B.
- Birchfiel Geography: Remove sink and cabinets, patch surfaces 305.
- Campus: Window replacements- Perkins Hall; Eyewash replacements in several labs; Security locking for classrooms; Install curb ramp on Circle Drive; Install license plate cameras; Sidewalk grinding at various locations; Classroom projects during Winter Break.
- Clarence Brown Theatre: Replace drinking fountain with drinking fountain with bottle filler; Provide emergency locking for assembly spaces.

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## CONSTRUCTION SERVICES CONTINUED:

- McClung Museum: Remove wall and renovate 64B; Additional cabinets in 64; Replace doors 6, 7, stairwell.
- McClung Tower: Carpet 917 and 920
- McCord Hall: Remove casework and utilities in 111, 112A and 113.
- Melrose Hall: Renovations to rooms on 1st floor E and F; Plaster repair and paint G-411.
- Middlebrook Building: First floor- new wall board, paint and carpet.
- Morgan Hall: Renovations per POCA; Paint and carpet 302I and 314B; Renovate suite 103.
- Mossman Building: Electronic door lock override switches; Replace door to 131A; New sign for 199B1 and 202.
- Nielsen Physics: Tuck point parapet wall; Replace spline ceilings on 6th floor.
- Nursing Building: Remove wall 240A; Paint 237 and 329.
- Perkins Hall: Renovate 122 and 124.
- Presidential Court: Paint 3rd floor kitchen.
- Sigma Chi Fraternity: Install sink, toilet and fire alarm device.
- SMC: Carpet and paint 607, 617, 618; Paint and electric 436; Paint 301 and 330; Paint and carpet 209, 211, 217; Power and data raceway for monitor 237 and 249.
- SERF: Snorkel 320; Receptacle and cooling water for growth chamber 335; New receptacle 503; Renovate 510 and 512A.
- Strong Hall: Replace door lock switches.
- Student Services; Signage for 209.
- Student Union: Signs for various areas; Lights and painting in Vol Shop; Emergency locking; Shelving in 107 K and J; Painting in food service areas.
- Thompson-Boling Arena: Corrections to fire doors; Add receptacles to 108 and 212; Remove yellow lines near locker rooms; New vanity in head coach's bathroom.
- Tom Black Track: Add water line at main gate; Raise drain to ground level.
- TREC: Renovate studio 8/10; Add door to 204; Replace carpet with artificial turf 222; Refinish wood floors; Install projector and screen 010.
- UT Drive Building A: Remove temporary walls and add receptacles room 100.
- UT Drive Building (Old FS Bldg.): Renovate for Engineering.
- Vol Hall: Replace brick at patio.
- Vol Shop Cumberland: Install door between Vol Shop and

Restaurants.

- 1610 University Av.: Make office in 211.

## 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/fsccommentbox](https://tiny.utk.edu/fsccommentbox).



To suggest an additional box location, or for more information, please contact Sam Ledford at [sjones80@utk.edu](mailto:sjones80@utk.edu).

## Join Facilities Services on Social Media



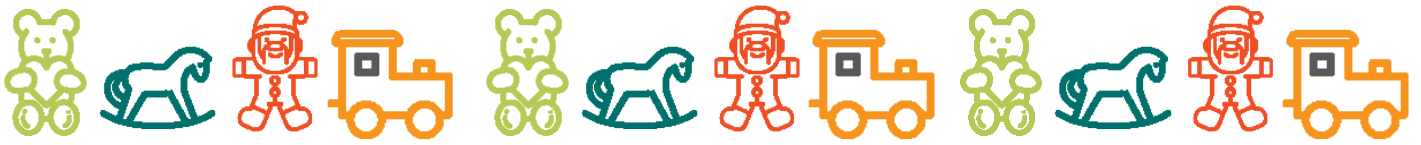
@utkfacserv



@utfacilities



@UTFacilitiesServices



11th Annual 

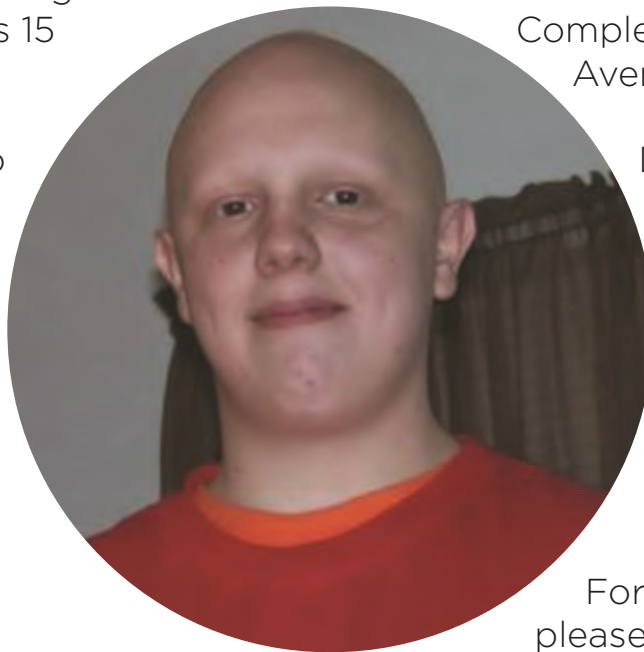
# Toy Drive

The 11th annual toy drive honoring the memory of Ryan McDonald will be held November 11 to December 8. Ryan was killed tragically during a shooting at Central High School in 2008 when he was 15 years old.

If you would like to make a donation, please bring unwrapped new toys to the collection box that will be placed near the front entrance of the Facilities Services Complex, 2040 Sutherland Avenue.

The toy drive aims to inspire hope for area children dealing with difficult times during the holiday season.

To honor Ryan's memory, as well as his aspirations to become a children's counselor, toys are collected by Roger McDonald every year in his nephew's name.



Donations can also be given at all Knox area Ingles grocery stores including locations in Powell, Karns, Halls, Farragut, and Merchants Drive. All toys must be donated by December 9.

For more information, please contact Roger McDonald at 705-9994 or [jmcdona3@utk.edu](mailto:jmcdona3@utk.edu).

The toy drive benefits Helen Ross McNabb and Child & Family of Tennessee.





*Eat, Drink*



*-and be-*

*Merry*



PLEASE JOIN US FOR  
A HOLIDAY CELEBRATION

FRIDAY,  
DEC 13  
12:00 NOON

STUDENT  
UNION  
BALLROOM 272

Lunch, door prizes, and zero waste!  
Shuttle Schedule TBA

For more information please contact  
Veronica at 974-2391 or [vhuff@utk.edu](mailto:vhuff@utk.edu)