

Facilities Services Weekly

March 24, 2020

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

TNAPPA 2020 Update -

TNAPPA 2020 has been canceled. Details for any refunds will be released soon. Anyone that has already made their hotel reservation will receive an email stating that their reservation has been cancelled by Wes Powell, one of our TNAPPA board members at Austin Peay. If you have any questions, please contact Rebecca Alcorn (ralcorn@utk.edu) or Tiffanie Casteel (tcasteel3@utk.edu).

Safety Fest TN 2020 Update -

Safety Fest TN 2020, scheduled for April 27 – May 1, will not occur as planned due to concerns associated with COVID-19.

Employee Comment Box Update -

Due to the COVID-19 crisis, comment box submissions will not be answered for the foreseeable future. As always, we appreciate your understanding throughout this time.

ADMINISTRATION

Special Projects:

- Leo and Veronica will be working from home beginning on Tuesday, March 17, 2020. If you need us for anything, we can be reached via email or cell phone. We will be working from home for an indefinite period of time or unless an emergency arises.

FACILITIES OPERATIONS

Building Services:

- Check out this highlight video of the hard work our employees are putting in to ensure that our campus is clean and disinfected! Visit <https://www.facebook.com/89769773068/posts/10158274211058069/?vh=e&d=n>.
- We have been disinfecting all areas of the Student Union as COVID-19 continues to spread. We have used the Clorox 360 machine to disinfect most of our event rooms, as well as, using Clorox wipes to clean all horizontal surfaces, hand railing, door handles, elevators and main touch points. We are scrubbing floors inside of our food court areas. The carpet on the first floor phase II has been shampooed, as well as, the carpet located on G3

on the phase I side. We have been scrubbing restrooms floors and walls and detailing them on phase I. We have wiped down every seat inside of the auditorium with our quaternary disinfectant. (HDQ)

- At the Law College, we have disinfected all classrooms, conference rooms, and common areas. We have also scrubbed and buffed the floors.
- At Bailey Education, we have cleaned and disinfected all classrooms, conference rooms, break rooms and restrooms.
- At Communications, we scrubbed the floors on the first and fourth floors. We have cleaned and disinfected throughout building.
- At Alumni Memorial building, we have cleaned carpet in 402 and cleaned and disinfected 210, 27, 32 and Cox Auditorium.
- At South Stadium, we started cleaning and disinfecting hand rails, door knobs and classrooms on the fifth floor.
- All surfaces have been cleaned in 309 CCB and 509 SERF. The floors have been cleaned throughout SERF.

Landscape Services:

- Provide support to the COVID-19 Emergency Operations Center.
- Develop campus landscape improvement list for online learning period.

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FS OPERATIONS CONTINUED:

- 2023 Lake Ave: Assist Plumbing with excavation and installation of new sanitary sewer service.
- 2101 Terrace Ave: Prepare and plan for house demolition on 3-24-2020.
- Sorority Village: Assist Plumbing with excavation for geothermal repairs.
- Mulch application for spring season (cont.).
- Hoskins Library: Irrigation and landscape improvements (cont.).
- Melrose Avenue: Landscape irrigation improvements (cont.).
- McCord Hall/River Drive: Installation of topsoil adjacent to new sidewalk (on hold for dry weather).
- Concord Property: Clear vegetation from property perimeter fence (cont.).
- Sorority Village: Excavate sediment from storm water detention pond, wash and replace rock (on hold for dry weather).
- Cumberland Avenue: Meet with the City of Knoxville/contractor to review timeline and tree preservation during project (cont.).
- Student Union II: Resolving issues with irrigation system following walk-through with contractor (cont.).

Turf:

- Mowing (cont.).
- Prepare bids for irrigation and landscape improvements at Law College.

Arboriculture:

- Tree replacement planting.
- Maintenance pruning.
- SWOT analysis of campus tree inventory (cont.).
- (Campus wide) Update tree inventory data (cont.).
- Interview candidates for vacant and seasonal positions (on-going).
- Compare career path and apprenticeship program for Landscape Services team.
- 2019 Performance Reviews (cont.).

Lock & Key Shop:

Humanities – repair exit device.
North Greenhouse – replace lock.
1610 University Ave. – install locks.
Hodges Library – repair locks.

Brehm Animal Science – install lock on desk.
Dunford Hall – repair locks.
Campus – numbering all exterior doors .
Laurel Hall – install exit device.
University Housing – all records completed.

Sanitation Safety:

- Worked on monthly building interior PMs.
- Worked on bi-annual building exterior PMs.
- Completed on-demand Pest Control work requests.

ZONE MAINTENANCE

Zone 2:

- Unlocking doors.
- Answering calls.
- Went from doing social distancing to practicing social distancing.
- Back to full maintenance duties.
- Checking equipment.
- Changed oil in Music generator.

Zone 3:

- At Haslam Business, we are checking equipment, working on classroom lighting and chair repair and treating drains throughout building
- At SMC, we are checking equipment, repairing lighting and working on induction unit repairs. We are treating drains throughout the building.
- At the Baker Center, we are conducting equipment checks, servicing waterless urinals on all three floors, making lighting repairs and repairing door closers.
- At Panhellenic, we are conducting daily walk throughs and checking the machine room. We changed a belt on the fan coil unit and checked outside lighting and exterior doors.
- At Taylor Law, we are changing light fixtures to LED fixtures and responding to various calls. We are making daily machine room checks and repairs.
- At Hodges Library, we rebuilt the Sloan flush valve in the men's secondary restroom on third floor, removed

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ZONE MAINTENANCE CONTINUED:

leaves from roof of north and south commons and rebuilt leaking actuator valve in room 605. We are working on changing our fluorescent lighting over to LED.

- At Melrose Hall, we installed a new paper towel dispenser in second floor break room in g-section and conducted general building maintenance.
- We checked machine rooms at Henson Hall, Dunford Hall, Greve Hall and Tyson House every two hours.
- We greased and changed filters at Greve Hall on the rooftop. We changed belts at Tyson House on two air handlers. We rebuilt two control boxes at Greve and hung a bulletin board at Dunford.
- We also cleaned the shop.

Zone 4:

- In all dining halls, we are working on PMs, checking all drains for proper operation, replacing stained ceiling tile and checking roofs and drains. We are checking all air handlers for proper operation.
- At Student Union Phase I, we are repairing a fryer.
- At Vol Hall, we are repairing the water filtration system.
- At Stokely Hall, we are repairing a pot washer.
- At PCB, we are repairing the pizza oven.

Zone 5:

- In our zone, we are continuing to work on plumbing at the stadium and making needed repairs.
- Throughout the zone, we are making needed preventative maintenance repairs.

Zone 6:

- We are maintaining environmental equipment, addressing work order issues and working on generator logging.
- We compiled information for weekly newsletter.
- We are working on the Hesler, Dabney, Nielsen and Mossman roof repair coordinate contractor proposal.
- We are working on the Mossman equipment inventory and filter replacement.
- At Dabney-Buehler, we are working on staging filters for replacement project.
- We are continuing the LED lighting project.
- We are continuing air pressure checks in the Vivarium.
- Working on blow chill water strainers in the Penthouse.

- Taking critical freezer register inventory on the fourth and fifth floors.
- We are continuing air pressure checks in the Mossman Vivarium.

Zone 7:

- We have cleaned machine rooms, repaired lighting in classrooms, assisted contractors on projects in Dougherty and AMB and performed building equipment checks.

Zone 8:

- We will continue to practice our extreme social distancing to prevent the sharing of any viruses or germs.
- Our team will continue to respond to calls with speed and great care for the customer.
- We will continue to do work in areas that are normally occupied during the semester just as if it were summer break.
- One-Call will be answering calls around the clock.

Zone 9:

- We will continue to evaluate our building systems throughout this time of lessened occupancy.
- Our kitchen project at the Glazer building should be finished this week.
- We will be working on our daily and monthly PM schedules.
- At Middlebrook Pike, we will have access to areas that are normally occupied and make some repairs and upgrades.

Building Commissioning Team:

- The newly formed Commissioning Team just completed the Accreditation of Laboratory Animal Care (ALAC) certification for 2020. The team ensured mammals, reptiles and aquatic species have a proper amount of fresh air and moderate relative humidity. The Commissioning Team enjoyed taking air measurements, calculating the cubic feet and air exchanges in all animal housing, labs, surgical and procedure rooms, then completing typed reports.

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COMMUNICATIONS & INFO SERVICES

Communications & Public Relations:

- UT Knoxville has many TRULY incredible employees who don't often get the praise they deserve, both within Facilities Services and outside of the department. We want to change that, but we need your help to do it. We'd LOVE to see your photos and videos of others around you who are working hard to make UT better every single day. If you see someone going above and beyond the call of duty or want to give a shout out to a fellow employee who works hard with little recognition, share it publicly on social media with the hashtag #NoteworthyUT. When we see it, we will share it from our Facilities Services pages so others can see what a great group of people we have here on campus. You can also send any shout outs directly to me, Sam Ledford, at sjones80@utk.edu or text them to me at 865-297-3027. Don't have social media or a smart phone? Drop your noteworthy praises in a comment box, and we'll post them to social media for you! This "Praise" can be for other employees in your unit, supervisors outside your unit, UT employees in other departments, the Chancellor or anyone in between. Because our people are on campus every single day interacting with students, staff and faculty, we have the ability to impact our campus for the greater good by shining a little light on the faces behind the facilities. Our hope is that this hashtag and the sharing of these praises will encourage our team and those around us to engage with each other and understand how we all work together to support the University. Can't wait to see your photos and videos, and we are excited to share your stories.
- The Facilities Services website has been updated to reflect the recent FS 2.0 organizational changes to the department. Please check out the new look and content. If you see information for your unit that you feel should be updated, please contact Tim Baker (tbaker41@utk.edu).
- You can find the most 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.
- Help us 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.

Employee Training & Development:

Training News:

- The Training Team will be working remotely from 8a – 5p daily. Each member of the team has full access to their email. If you have any questions or need assistance, please contact Rebecca Alcorn at 865-898-2288.
- We have one new employee starting this week with Sustainability. Be sure to say hello if you see him around!
- TNAPPA 2020 has been canceled. Details for any refunds will be released soon. Anyone that has already made their hotel reservation will receive an email stating that their reservation has been canceled by Wes Powell, one of our TNAPPA board members at Austin Peay. If you have any questions, please contact Rebecca Alcorn (ralcorn@utk.edu) or Tiffanie Casteel (tcasteel3@utk.edu).
- Safety Fest TN 2020, scheduled for April 27 – May 1, will not occur as planned due to concerns associated with COVID-19.
- Your 2020 OSHA Training can be accessed at any time at <https://tennessee.csod.com/saml/default.aspx>. Sign in with your NetID and password. Then, click on "Your Transcript" and "Launch" to load the training. Remember that this training is available throughout the year and can be completed at any time. Please contact the Training Unit with any questions you may have.

IT Support and Maintenance:

For employees that may need to telecommute or work from a different location than usual, the Office of Information Technology has a webpage (at <https://oit.utk.edu/remote-it/work-remotely/>) to help answer common questions that may arise, including:

- How to check your voicemail remotely
- Accessing your email account
- Tips for conference calling and online meetings
- How to remotely connect to your office computer
- How to connect to the H: or I: drive when you are away from campus

As always, the FS Information Technology group is available to help with the above issues or other assistance that you may need in order to keep you connected and productive. Feel free to reach out to us for help with your technical needs.

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Contact info for our team is as follows:

Jim McCarter -

Cell: (865) 438-0708

Email: jvm@utk.edu

Tim Baker -

Cell: (865) 206-6954

Email: tbaker41@utk.edu

Shawn Benson -

Cell: (423) 620-9913

Email: sbenson7@utk.edu

- Installing software to allow team members to telecommute and testing those connections.
- Resolving Adobe licensing issue.
- Added video to fs.utk.edu home page featuring Building Services team to prevent COVID-19 in campus.
- Preparing laptops for FS members to use during the telecommuting period.
- Work on printers.
- Created a second mailbox for Lock & Key to access emails.
- Resolved an issue with Outlook in offline status
- Setups for Remote Desktop.
- New laptop setups.
- Hot spot setup and purchase.
- Remote desktop coaching
- NetReg and active directory maint.
- Device classification.
- Autodesk setup on training lab computers.
- ZOOM installations
- AutoDesk license renewals.
- Recycling.

UTILITIES SERVICES

A/C Services:

- Replaced chilled water coil in north penthouse AHU No.3 at Nursing.
- Replaced gaskets on heating water heat exchanger at Student Rec.
- Completing repairs to chiller No.1 at Strong Hall.
- Continuing repairs to IT room exhaust fan ductwork at TBA.

- Repairing leaks on chiller No.2 at Walters Life.
- Switched 2 pipe system to cooling at Ferris.
- Repaired cold in room 609 at SERF.
- Adjusted dampers on heat pump loop cooling tower at Hesler.
- Continuing the minisplit installation in Vol Shop at Gate 21.
- Trec bundle installation.
- Replaced coupling on chilled water pump 2 at Helser.
- Continuing PTACs on campus.
- Student Union phase I project.
- Continuing work on Reese chiller project.

Electrical Services:

Security/Fire Alarm Group:

- Investigating strobe issues at Hesler.
- Disabled alarms for welders at Tennis.
- Disabled alarms for contractors at Vet School.
- Worked on issues at the KPB on push to exit lobby door.
- Checked phone building for outage and checked for trouble at main stadium fire panel at Neyland Stadium.
- Disabled 4 devices at grill area prior to outage at Student Union.

High Voltage:

- Checked Pat Head Summitt where KUB removed light poles and overhead lines. They filled holes with gravel.
- Installed an outlet and wire for a pump in steam vault with plumbing in Middle Dr. at Alumni Hall.
- Reset main breaker on switch board at Haslam. Checked generator had stopped after cool down.
- Daily 1-800 marking.
- Worked with Massey electric to hook up temporary power to job trailer at the band tower. Used power from the panel on fence at the parking lot of old Bubble. Used for events.
- Assisted Massey electric in pulling wire from the new vista to the new SURGE transformer. Then started terminations at the vista switch.
- Checking on pedestrian pole light outage at Walters Life Science. Found a quiztie box that was damaged from construction on Cumberland.
- Walk through with Dan Smith, electrical contractor, and Interstate Mechanical to talk about changing FPR

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- electrical panels at Art and Architecture.
- Met with utilities at SERF for placement of flags for test drilling.
- Installed 2 new LED light fixtures in back parking lot of Nursing.
- Installed 2 new LED light fixtures in upper lot 9 at Claxton near chiller.
- Installed new LED light fixtures along Middle Dr. Started at the corner of Phillip Fulmer and Middle Dr. in front of Alumni Hall and back side of Hesler near generator. Also in front of gates 22 and 23 at Neyland Stadium, at the gate near SERF and down the hill at the split to Lower Dr.
- Scheduled outage for the north end of Neyland Stadium and switch Student Union from Ckt 3 to Ckt 4 for the outage. After the outage switched Student Union off Ckt 4 and back to Ckt 3. The outage also to put north end back on Ckt 10 and off LA 3 ckt.

Secondary Electrical:

- Lutron programming at Mossman.
- Worked on outside ground lights at Frieson Black Cultural Center. Reported laying on side. Possibly from contractors working in area for irrigation installation.
- Responded to no power on Air handler at Ellington. Found a bad thermostat and reported to A/C shop.
- Replaced 2 bad breakers for lights in outside panel at Bee House.
- Working on display cabinet LED lighting. On hold for access.
- Repaired bad Lutron controller at lights for room 223 at Claxton.
- Repaired light switch in room M-002 at Dougherty.

Plumbing Services:

- Water leak repair at the Conference Center.
- Working on fire hydrant replacement on River Dr.
- Repaired water leak at Dabney/Buehler.
- Repaired sewer at Greenhouse 13.
- Repaired water leak at S. Carrick.
- Performed geothermal repair at Sorority Village.
- Installed dirt separator for building stand at Strong Hall.
- Sump pump install in steam vault at Alumni Memorial.
- Repaired water leak at Hess Hall.

- Repaired drain leak at Bailey.

Steam Plant:

- Repaired exit lighting.
- Cleaned out site glass on condensate tanks.
- Continued to paint around plant.
- Worked on daily reports.
- Worked on level float switch.
- Greased condensate and fee water pumps.
- Washed out dyke around fuel oil tanks.
- Test ran 2 MW generator.

CONSTRUCTION SERVICES

- Anderson Training Center: New flooring, paint, and utilities for new tubs.
- Andy Holt Tower: Replace tile floor in P2 elevator lobby; Add receptacle to 604.
- Art & Architecture: New counter tops in 1st floor restroom; Repair pedestrian bridge; Repair carpet in 224.
- Austin Peay Building: Blinds 303D.
- Auxiliary Services: Disconnect plate processor, new tile under machine, new electric service 115B.
- Ayers Hall: Water bottle filling station; Install lockers in G012 .
- Bailey Education: Signage for 5th floor.
- Biosystems Lab Building: Renovate classrooms 199A and 199B; Renovate restrooms.
- Burchfiel Geography: Remove sink and cabinets, patch surfaces 305; Add receptacle for monitor 406.
- Boathouse: Remove bridge.
- Brenda Lawson: Electrical engineering for broadcasting equipment G003.
- Campus: Window replacements- Perkins Hall; Eyewash replacements in several labs; Security locking for classrooms; Install license plate cameras; Repair damages from auto accident near Art and Architecture Building; LED lighting upgrades to outside lights; Replace University Seals
- Clarence Brown Theatre: Provide emergency locking for assembly spaces
- Claxton Education: Paint 231; Concrete pad for pumps
- Communications: ADA opener on door near Dean's office; Paint 107J and 107S; Signage for 91 and 107; Add receptacles

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- to 53; Paint 421; Carpet 434; Renovate 227 and 447-offices and meeting room; Carpet 434
- Conference Center Building: Paint and carpet in 2nd floor suites 209, 215, 224, 230, 231; Replace designs in carpet on 4th floor; Patch and paint 311F; Communication Room ground bars, lighting, emergency power circuits, door access control; Water bottle filling station
- Dabney Buehler: Repair acid drains; Renovate lab 674 (casework, utilities and floor)
- Dougherty Engineering: Paint 210; Carpet and paint 208 and 508; Renovate 420 for breakroom
- Dunford Hall: New shades on 2nd floor; Panic button for 2423 and 1st floor; Paint and carpet 4th floor corridor; Paint and carpet 2429; Paint and carpet 2332, 2333, 2424, 2425 and other misc. work
- Early Learning Center: Remove tire mulch from playground (Lake Ave.); Additions to playgrounds at White and Lake Avenues; Repairs around amphitheater (Lake Ave.)
- Fab Lab (Jewel Building): Replace glass with frosted glass and security film in store front; Install exterior lighting and camera
- Fibers and Composites: Utilities for press (chilled water, electric, air)
- Fleet Management: Renovate room for key boxes 108; Paint door from fuel island to shop orange
- Food Science Building: Electric work 306; Paint orange in 4 areas
- Goodfriend Tennis: Engineering for HVAC addition to court area
- Greve Hall: Hanging rods for G006A
- Haslam Business: Divide 329 and 330 into 3 offices; Paint main corridor on 6th floor
- Hodges Library: Install window in door 235B; Install cyclorama, curtain system and additional electric in room 170; Remove vinyl and paint walls in private room in 1 Stop area
- Hoskins Library: Access controls 200
- HPER: Paint 376
- Jessie Harris: Paint 102B, 102C, 102D, 102D1, 102E; Paint and blinds 332; Conduit for wireless access point on 4th floor
- JIAM: Electrical modifications for 135 and 150; Replace helium recovery system; Connect vacuum pump to exhaust and add nitrogen to fume hoods 113; Mechanical analysis to determine capacities to add more fume hoods; Electric work and chilled water G026
- Lindsey Nelson Stadium: Corrections for SFMO
- McClung Museum: Replace doors 6, 7, stairwell; New doors on 64
- McClung Tower: LVT in 1115; Paint and carpet 606A, 704, 709; Door security on 5th floor
- McCord Hall: Remove wall separating 110 and 110A; Paint 110, 111, 112A and 113; Roller shades for 110, 111, 111A, 112A and 113; Ceiling work in 111A
- Melrose Hall: Renovations to rooms on 1st floor E and F; Plaster repair and paint G-411
- Morgan Hall: Renovations per POCA; Paint and carpet 302I and 314B; Corridor painting; Carpet, paint, wall repairs 325
- Mossman Building: Electronic door lock override switches
- Nielsen Physics: Replace spline ceilings on 6th floor
- Nursing Building: Paint 237 and 329
- Perkins Hall: Renovate 122 and 124; Replace card access with standard locking 324
- Plant Biotech: Paint 111; Electric circuit for freezer 207
- 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; Receptacle for monitor 211; Repair pedestrian Bridge
- SERF: Snorkel 320; Receptacle and cooling water for growth chamber 335; New receptacle; Renovate 217 and 218; Cabinetry and connections for new lab 506; Paint and carpet 601 and 602; Remove cold room in 626
- Sherri Parker Stadium: Corrections for SFMO; Redo concrete ramp; Replace door and frame to maintenance shop
- Steam Plant: Concrete pad by existing brine tank
- Stokely Hall: Furnish and install hose reel near Fresh Market
- Strong Hall: Ceiling mounted dust collector B010
- Student Services: Remove cubicles for renovations 111B, 111R, 111J; Add receptacle in 412H
- Student Union: Signs for various areas; Emergency locking
- Taylor Law: replace sound panels 237; Restroom sign 42A
- Thackston School House: Renovate for Pediatric Language Center
- Thompson-Boling Arena: Corrections to fire doors; Electric

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in 304

- 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; Replace door 008A; Remove aluminum from ceiling 001
- Tyson Alumni House: Paint 110
- Vet Med Center: Replace fire doors
- 1610 University Av.: Make office in 211; Receptacle and data for new desk location; Build recess in wall for Smart TV; Paint 220