

Facilities Services Weekly

March 30, 2020

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

COVID - 19 Updates

Please be sure you are checking emails from Sam Ledford.

If you missed any of the COVID-19 briefings, they can be found at the links below:

- Briefing #1 <https://youtu.be/PVIsb9SLLzk>
- Briefing #2 https://youtu.be/KO_ZXrFGers
- Briefing #3 <https://youtu.be/wJyv7PJhwgU>

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:

- TBA - Scrubbing showers, restrooms, locker rooms, cleaning carpet, stripping & waxing floors, cleaning sanitizing and treating with the Clorox 360.
- Football Complex - Scrubbing showers, restrooms, locker rooms, cleaning, sanitizing and treating with the Clorox 360.
- Boathouse - Scrubbing showers, locker rooms, restrooms, sanitizing and carpet cleaning.
- Allan Jones, Goodfriend Tennis, Parker-Lee Softball and Regal Soccer - Cleaning, sanitizing, cleaning windows and window sills. We have detailed office areas.
- Red chairs (Or chairs in your building)- Vacuum between the cracks, clean and disinfect with HDQ
- Trash cans have been completely cleaned.
- All carpeted areas have had gum removed.
- All bathrooms have been cleaned.
- We have been treating as many areas as possible with the Clorox 360 machines.

- Art & Architecture - The building has been disinfected. Our team thoroughly cleaned, restrooms and main touch points.
- Haslam Music - The practice rooms and locker doors have been disinfected.
- Burchfiel Geography - We cleaned office 108, 104, 101, 107, 201 and 202.
- Ayres Hall - We cleaned 120, 121, 122, east staircase, 123, 124, 119, 116, 114, 113, 112, 111, 110 and the hallways.

Lock & Key Shop:

- Front Office – Taking care of getting folks access with building lock downs.
- Ellington PS – Back exit – lock replaced.
- North Greenhouse - Lock replace.
- Ceramics – Lock combination changed.
- Fraternity Park – Secured all access.
- University Housing – Recoring/repairing.
- Campus – Assisting as needed securing doors.

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 March 23 to March 29:

- Bottles/Cans: 6,780 lbs.
- Paper: 2,500 lbs.
- Cardboard: 12,060 lbs.
- Manure: 12,000 lbs.

FS OPERATIONS CONTINUED ON PAGE 2

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FS OPERATIONS CONTINUED:

- Food: 1,779.40 lbs.
- Total: 35,119 lbs./17.56 tons
- Pallets: 46

Recycling Totals for Fiscal Year 2020:

- Bottles/Cans: 255,360 lbs./139.83 tons
- Paper: 255,360lbs./139.83 tons
- Cardboard: 491,900 lbs./245.95 tons
- Manure Compost: 541,000 lbs./270.50tons
- Food Compost: 461,414 lbs./230.71 tons
- Total: 2,029,334 lbs./1,014.67 tons

ZONE MAINTENANCE

Zone 1:

- We have been working on Clement Hall & Stokely Hall to have them ready for the residents that are remaining on campus.
- We have been doing building checks on closed residence halls and what few work orders have come in.
- Everyone in the zone is doing their part as best as we can with social distancing and the residents that are still remaining.

Zone 2:

- Answering calls.
- Unlocking doors.
- Working on PMs.
- Working on online training.

Zone 3:

- At Hodges Library, we have been checking equipment working on doors and conducting general maintenance. We checked machine rooms, replaced ceiling tile in the old post office and cleaned refusers.
- In Greve Hall, we unstopped a sink in room 343.
- We changed a water fountain filter in Henson Hall.
- At the Baker Center, we checked equipment, checked ceiling tiles on the third floor and fixed outside lights.
- At the Vol Shop, we have been working on PMs.
- At the International House, we conducted an equipment check, fixed lights on the second floor, changed a belt and performed building checks.
- We assisted contractors at Dougherty for HVAC

renovation.

- We are trying to complete open work requests and doing online training while telecommuting.

Zone 8:

- We will continue to make sure that all of our facilities remain locked down to only UT employees.
- We will continue to take calls from the existing staff that remain on campus.
- We are finishing our monthly Archibus work requests for the month of March. This will be an area of focus this week.
- One-Call remains on campus providing 24/7, 365 coverage.

Zone 9:

- We will continue to monitor our mechanical areas daily.
- We are trying to make sure that all doors remain secure.
- We will continue to use this opportunity of less traffic to focus on areas that would be very busy with customers.

COMMUNICATIONS & INFO SERVICES

Communications & Public Relations:

- COVID-19 briefing links:
- Briefing #1 <https://youtu.be/PVIsb9SLLzk>
- Briefing #2 https://youtu.be/Ko_ZXrFGers
- Briefing #3 <https://youtu.be/wJyv7PJhwgU>
- Be sure to check any emails from Sam Ledford concerning COVID-19 updates.
- 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,

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COMM & INFO CONTINUED:

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.
- Your 2020 OSHA Training can be accessed at any time at <https://tennessee.csod.com/samldefault.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.

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

- New Computer Setups.
- Work at Home Setups.
- Remote Desktop Assistance.
- ZOOM Assistance.
- Inventory Paperwork.
- Home Computer Assistance.
- Work From Home Training.
- Computer and Parts Purchases.
- EOC Assistance.

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FS WEEKLY CONTINUED:

UTILITIES SERVICES

A/C Services:

- Switched 2 pipe system to chilled water at Clement Hall.
- Repaired VFD for return air fan at Allan Jones.
- Programmed isolation valve in sub-basement at Hoskins Library.
- Responded to high temperature alarm in serving computer room. Adjusted chillers set point to correct problems at Kingston Pike Building.
- Drained 2 pipe system for Interstate Mechanical to install multiple isolation valves in Dougherty.
- 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 Academic.
- Continuing the minisplit installation in Vol Shop at Gate 21.
- Continuing PTACs on campus.
- Student Union phase I project.
- Continuing work on Reese Chiller project.

Electrical Services:

Security/Fire Alarm Group:

- Disabled alarms for welders at Tennis.
- Disabled alarms for contractors at Vet School.
- Changed bad batteries in fire alarm panel at Carousel Theater.
- Working on ground fault in fire panel at Hesler.
- 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:

- Daily 1-800 marking.
- 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.
- 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 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:

- Repaired leaking water heater at day care on Lake Ave.
- Replaced two backflows on main water line at Glazer.

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- Sized lines in man holes at TREC.
- Replaced toilet at Sigma Phi.
- Removed rainwater from steam vaults across campus.
- Rebuilt condensate pump at TREC & JARTU.
- Repaired sink drain at Hodges.
- Reinstalled rebuilt condensate pump at Student Rec.
- Repaired steam leak at Pratt Pavilion
- Worked locate calls at Middle Dr., Carrick Hall and Estabrook.
- Reinstalled rebuilt condensate pump at Mossman.
- Installed mop sink at Neyland-Thompson sports.
- Repaired heating water leak at SERF.
- Seals.
- Clarence Brown Theatre: Provide emergency locking for assembly spaces.
- Claxton Education: Paint 231.
- Communications: ADA opener on door near Dean's office; Paint 107J and 107S; Signage for 91 and 107; Add receptacles 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); Paint, clean floors and receptacle 302 and 304.
- 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.
- 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: Box in column and paint 612, 613, 633; 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.

Steam Plant:

- Continued to paint around plant.
- Worked on daily reports
- Boiler water treatments.

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 .
- 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

CONSTRUCTION CONTINUED ON PAGE 6

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CONSTRUCTION CONTINUED:

- 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.
- 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; Add hanging and wall receptacles for new benches B058; 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; Paint 329; Receptacle for monitor 211; Repair pedestrian Bridge.
- SERF: Snorkel 320; Receptacle and cooling water for growth chamber 335; New receptacle 503; Renovate 510 and 512A; Renovate 217 and 218; 30-amp electric circuit 538; Cabinetry and connections for new lab 506; Paint and carpet 601 and 602.
- 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.
- 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.
- 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.