

Facilities Services Weekly

November 2, 2020

ADMINISTRATION ● FACILITIES OPERATIONS ● ENERGY MANAGEMENT ● ZONE MAINTENANCE
ADMIN. & SUPPORT ● COMMUNICATION & INFO SERVICES ● UTILITIES ● DESIGN ● CONSTRUCTION

COVID - 19 Updates

Please be sure you are checking emails from Sam Ledford. To see the most recent COVID-19 briefing, visit <https://youtu.be/9YOV1-pzG3k>. If you missed any of the previous COVID-19 briefings, they can be found at the links located on page 4 under Communications & PR.

Campus Chest Ends November 6

The 2020 Campus Chest campaign ends this Friday! To make your pledge, there is a new Philanthropy Cloud pledge portal. Please note that when logging into the new portal, you'll need to use your NetID@tennessee.edu and your normal NetID password. Online pledges can be made at <https://campuschest.utk.edu/>. Printable pledge cards can also be found on the website and turned in at 405B Andy Holt Tower. Help us reach our campus goal of \$570,000!

Helpful Hints from the Haberdasher

Returning Uniforms When Leaving UT -

Your part:

- Return all uniforms to UT
- Count them in front of your supervisor/foreman
- Bag all shirts together with a yellow tag. Tag should simply read: QUIT
- Bag all pants together with a yellow tag. Tag should simply read: QUIT
- Place bag in appropriate cleaning bin

Our part:

- Supervisor/foreman will send me an email with details of the count
- I will compare that number to what was issued and what is out to be cleaned
- If those numbers equal what you were issued - no charge
- If pieces are missing, you will have the cost of the missing pieces deducted from your last paycheck

ADMINISTRATION

we want to make sure you're cared for. Veronica can be reached at vhuff@utk.edu or 865-382-1779.

Special Projects:

- Veronica Huff has volunteered to be our Facilities Family Support Center Coordinator, so if you have a need (either physical or emotional) during this time and want to anonymously seek out help, please reach out to Veronica via phone, text, or email during regular business hours (8a-5p), and she will work to make sure those needs are met if at all possible. Rest assured that those needs will not be shared by name. We know that this is a really challenging time for most of us. If your household income has been cut due to layoffs or you're struggling emotionally or mentally, please know that

FACILITIES OPERATIONS

Building Services:

- This week, we have focused on the falling leaves combined with the rain. We have vacuumed up a lot of water in many of our buildings. Greve, Dunford and Henson always have leaking windows and roofs, so we spent a lot of the week in these buildings getting the water up and then carpet cleaning the rooms so there would be no odor.

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FS WEEKLY CONTINUED:

- The leaves have been trying for our teams. They always seem to find their way back into the building. We are working throughout the day to sweep the entrances.
- At Hodges Library, we will be receiving the second round of microbial spray tomorrow. This will last for a year after it is applied. We had a lot of recycling from Hodges this week as they clean out.
- We will be taking care of Pendergrass Library with the microbial spray.
- We have done several enhanced cleans this week including Dabney Buehler, Andy Holt, Greve and SMC.
- We are doing some floor burnishing in Haslam and construction clean up in Greve.
- We ran a contest this week with service aides, spraying an illumination chemical that can be seen under a black light to ensure the surface is being cleaned multiple times a day. In all of our zones, every spot was cleaned and showed no signs of the spray.
- Since we had a bye week on campus, we have had time to do projects inside our buildings like cleaning rugs, and carpets and orbiting bathroom floors.
- We cleaned carpets in rooms 112, 114, 115, 116 and the student locker rooms at Law School.
- Our team cleaned the carpet in the receiving room at Mossman.
- At Mossman, we deep cleaned the first floor restrooms.
- We swept and mopped the labs at Strong Hall.
- We ran the auto scrubber on all floors of Strong Hall.
- At Strong Hall, we went through and wiped all dispensers and elevator buttons.
- Our team worked hard to keep the Baker Center in top shape throughout early voting.
- We vacuumed out the dock area of Strong Hall and all of the elevators.
- First Impression Projects: New landscape installation completed last week at 1817 Melrose Avenue (Title IX). Landscape improvements will be installed at the Student Health Center this week.
- Election Week: Prep and support, if needed, to UTPD with setting barricades for potential election related protests.
- Second Creek remediation project: Trees ordered last week for winter planting. Installation will take place during winter break.
- White Hall landscape and irrigation remediation project: Bids are due this week. Work will be performed during winter break.
- Career Path Project: Making final adjustments to coordinate with new job family classifications before sending to HR for review.
- Interview candidates to fill approved vacant positions.

Sanitation Safety:

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

ENERGY MANAGEMENT

UT Office of Sustainability/Recycling:

Recycling Totals for October 25 to October 28:

- Bottles/Cans: 4,380 lbs.
- Paper: 7,820 lbs.
- Cardboard: 13,800 lbs.
- Manure: 10,360 lbs.
- Food: 11,780 lbs.
- Total: 48,140 lbs. / 24.07 tons
- Pallets: 49

Recycling Totals for Fiscal Year 2020:

- Bottles/Cans: 50,100 lbs. / 25.05 tons
- Paper: 95,740 lbs. / 47.87 tons
- Cardboard: 217,320 lbs. / 108.66 tons
- Manure Compost: 157,210 lbs. / 78.61 tons
- Food Compost: 155,370 lbs. / 77.68 tons
- Total: 675,740 lbs / 337.87 tons

Landscape Services:

- Winter pansy installation throughout campus wrapped up last week. Spring tulip bulbs will be installed starting this week.
- Turf aeration and overseeding wrapped up last week.
- Leaf removal ramping up this week.
- Clear drains due to heavy rainfall.
- Security cameras: Currently working with UTPD to selectively prune trees in conflict with camera angles.

ZONE MAINTENANCE ON PAGE 3

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ZONE MAINTENANCE CONTINUED:

ZONE MAINTENANCE

Zone 1:

- Chilled water was shut off last week in Clement, North & South Carrick and Reese.
- We are going through and starting to change air filters again in some of the residence halls.
- Work orders have slowed giving us time to get caught up on some projects.

Zone 2:

- We are answering calls, changing our buildings to heat mode and preparing for Thanksgiving!

Zone 3:

- Hodges Library: We cleaned out roof drains, dry wells and conducted general maintenance.
- Melrose Hall: General Maintenance.
- Baker Center: Equipment checks, cleaned humidifiers, various light repair and daily walkthroughs.
- International House: Equipment check, repaired lighting and daily walk throughs.
- VolShop: PM checks.
- Hoskins Library: Walk throughs, generator tests and replaced tile from water damage.
- Blount Hall: Daily walk throughs and generator tests.
- UTPD: Daily walkthroughs sealed window that was leaking and generator tests.
- Conference Center: Daily walk throughs, logging equipment, weekly generator test runs, assisted construction crews and daily building walk throughs.
- SMC: Induction unit repair 3rd floor, replaced belt on A/H and cleaned 6th and 7th floor machine room.
- Haslam Business: Assisted construction in west wing, dome lighting repair and general maintenance

Zone 4:

- Cleaned machine rooms in all dining halls
- Repaired catering ovens in the Student Union.
- Worked on eliminating leaking bathroom flush valves in PCB.
- Repairing grill in Vol Hall.
- Repaired sink faucet at Fred Brown.
- Replaced cooler/freezer door gaskets, if needed, in all

dining halls.

- Replaced sink faucet in POD at Hodges Library.
- Repaired ice carts at Anderson Training.

Zone 5:

- At Neyland Stadium, we checked and made four needed repairs.
- At Football Complex, we checked and adjusted chemicals in pools.
- At Allan Jones, we checked and adjusted chemicals in pools.
- At Auxiliary Services, we worked on A/C in print room.
- Through out zone, we conducted general building maintenance.

Zone 6:

- Hesler: Roof issues and LED project.
- Ayres Hall: Worked on outside lights including tree.
- Austin Peay: Unlocking doors and completing daily PMs.
- Walters Academic: Repairing water issues and conducting daily walk throughs.
- Dabney: COVID-19 closure signs and daily PMs.

Zone 7:

- Min Kao - Doing building checks, helping with Perkins project.
- Ferris Hall - Conducted daily walkthroughs and weekly walk through. Removed bearings from AHU-001.
- Perkins Hall - Conducted daily walkthroughs, weekly walk through and mold checks. Prepping and restoring rooms as part of window replacement project. Replaced 30-amp receptacle room 113.

Zone 8:

- Our One-Call team continues to transport students all around town and answer calls for the entire campus 24/7 – 365 days a year.
- We will continue to make progress on our LED lighting project at the Plant Biotech building
- We have been preparing for colder weather, especially in all of our greenhouses and 2 pipe buildings.

Zone 9:

- A roofing contractor will provide some much needed repairs at the Middlebrook Building.
- All of our Archibus work requests have been completed.

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ZONE MAINTENANCE CONTINUED:

- We will continue to make sure that all of our areas are as comfortable as possible for our customers.

ZM Specialties:

- Worked with maintenance zones 3 and 7 on managing work requests in Archibus operations console.
- Assisted the office of Sustainability with inventorying water bottle filling stations on campus.
- Cleaned security cameras around Neyland Stadium.
- Installed three large windows at Bailey through extended team effort.
- Installed new blowdowns on AHU at Hoskins Library.
- Certified fume hoods at Dabney Buehler Hall.
- Re-aligned glass partitions in west side skyboxes at Neyland Stadium.
- Moved lifts as requested.

Lock & Key Services:

- ETREC Research Bldg. – repair lock.
- Ferris Hall – rekey lock.
- Dougherty Engineering – rekey locks.
- Science & Engineering – repair door locks.
- Clarence Brown Theatre – installing classroom upgrade hardware.
- Fibers Building – repair exit hardware.
- Brehm Animal Science – rekey maintenance doors.
- HPER – repair exit hardware.
- Jessie Harris – repair lock.
- Front Office – processing key requests, open for key pickup and drop off.
- On Campus – assisting as needed.
- University Housing – many recovers and repairs.

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>
- Briefing #4 <https://www.youtube.com/watch?v=8SKqX4IvhII>
- Briefing #5 <https://www.youtube.com/watch?v=df>

[bTaJDj_4](#)

- Briefing #6 <https://youtu.be/hk-R6XvqZDk>
- Briefing #7 <https://youtu.be/oLibKp3xkJO>
- Briefing #8 https://youtu.be/4_oWaPxxvENk
- Briefing #9 <https://youtu.be/ICnPSEsmxsY>
- Briefing #10: https://youtu.be/pufGH_NMumI
- Briefing #11: <https://youtu.be/mzUID7D1X2c>
- Briefing #12: <https://youtu.be/6rqP8-2i7HM>
- Briefing #13: <https://youtu.be/igAzax1yoBs>
- Briefing #14: <https://youtu.be/igAzax1yoBs>
- Briefing #15: <https://youtu.be/yLGpEAupGBM>
- Briefing #16: <https://youtu.be/5RwzrEH8Zow>
- Briefing #17: <https://youtu.be/rtoywdyJ-tI>
- Briefing #18: <https://youtu.be/nHBSbNCmaFE>
- Briefing #19: https://youtu.be/m_7RTfU8MoU
- Briefing #20: <https://youtu.be/t-Acd7ScfTs>
- Briefing #21: <https://youtu.be/LFHyxEqcCx>
- Briefing #22: <https://www.youtube.com/watch?v=WjUM2JNOJ4>
- Briefing #23: <https://youtu.be/npobJvf7Y4I>
- Briefing #24: <https://youtu.be/fK9GeogCOH4>
- Briefing #25: <https://www.youtube.com/watch?v=g5W-KDzrvKk>
- Briefing #26: <https://www.youtube.com/watch?v=Nf48ntJqJVo>
- Briefing #27: <https://www.youtube.com/watch?v=XISS5Yutois>
- Briefing #28: <https://www.youtube.com/watch?v=u4Fl4pzmz9U>
- Briefing #29: <https://youtu.be/PO-sTP35jI4>
- Briefing #30: <https://youtu.be/9YOv1-pzG3k>
- Be sure to check any emails from Sam Ledford concerning COVID-19 updates.
- Your fall issue of The Facilitator is now available here: <https://fs.utk.edu/facilitator/>.
- The electronic employee comment box can be found at tiny.utk.edu/fscommentbox.

Employee Training & Development:

Training News:

- This year, 2020 Security Awareness Training is combined with Code of Conduct, FERPA, Title VI, Title IX and the

COMM & INFO CONTINUED ON PAGE 5

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COMM & INFO CONTINUED:

Clery Act in one training curriculum. These training plans are customized based on your affiliation with the university (faculty, staff, graduate assistant, etc.) and your job requirements (Executive, IT, Safety, etc.). The **deadline** for completing this training is **December 18**.

- We've partnered with the Title IX office again this year to get translated training for the required Title IX training. We will print out the training packets for each person that needs them. Foremen should return completed quizzes to Rebecca Alcorn's desk where the quizzes will be graded and submitted back to the Title IX office for tracking.
- 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:

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 installations.
- Plotter Troubleshooting.
- Printer Maintenance.
- Laptop upgrades.
- Training.
- COVID-19 Remote Assistance.
- Time Clock Relocation.
- Software Purchases.
- Autodesk License Management.

UTILITIES SERVICES

A/C Services:

- Replaced chilled water valve actuator in Media Room, reset VAV control for west box 512, repaired chiller No.1 and installed a mini split for elevator equipment room at Neyland Stadium.
- Repaired airflow issue in room A116 at JARTU.
- Rebuilt heating water pump No.2 at Thompson Boling Arena.
- Rebuilt heating water pump No.1 at Tennis.
- Repaired chiller No.2 at Humanities.
- Checked operations for AHU's #2 and #5 at Min Kao.
- Continued with controls installation for new building hot water pumps at Bailey.
- Checked and verified control operations for the ABSL-2 areas at Mossman.
- Repaired leak on perimeter heat system at A&A.
- Replacing coupling insert on condenser water pump No.2 at Plant Biotech.
- Investigated humidity controls for AHU's 1&2 at Pratt Pavilion.
- Checked on no air flow complaint in room 553 at SMC.
- Troubleshooting VFD trip for AHU 3 and Baker Center.
- Repaired Dectron Unit No.1 at Jones Aquatic.
- Rebuilding heating water pump No.1 at Ayres Hall.

Electrical Services:

Security/Fire Alarm Group:

- Fire panel trouble and repairs at Fred Brown, North Carrick, Vet School new construction, Thompson Boling Arena, Stokely Hall, Reese Chiller, South Carrick, Bailey, Perkins Hall, Vol Hall, Neyland Stadium, 1816 Fraternity Park, Massey Hall, Laurel Apartments, and International House.
- Assisted Morristown Sprinkler with monthly and annual testing at Neyland Stadium, UT Conference Center, Morrill Pump House, Stokely Hall, Fred Brown, Hess Hall, Clement Hall, Vol Hall, and Dabney Buehler, and Laurel Hall.
- Checked on Locust Street entrances at UT Conference Center.
- Meetings about security upgrades for card access.
- Meetings about swing doors in project at UT Conference Center.

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UTILITIES CONTINUED:

High Voltage:

- Daily 1-800 marking.
- Pumping vaults on campus.
- 2020 Compliance training.
- Replaced fixture on light pole at Volunteer Streetscape Phase 1.
- Assisted GC with setting new generator, transformers, and vista at West Campus Dining.
- Repaired wiring in outside lights at Sutherland Intramural Fields.
- Repaired 6 parking lot pole lights at the Vet School.
- Replaced bollard lights at the International House.
- Working with contractor on hit underground power at the Vet School addition.
- Annual HAZWOPER training.
- Checking on sidewalk light power at Humanities.
- Replaced ballasts and bulbs at Morgan Circle.

Secondary Electrical:

- Repairing issue with Lutron hallway lights at JIAM.
- Repaired tripping circuit at Walters Academic.
- Assisted A/C shop with controls for VFD at Bailey.
- Investigating surge protector issues at White Hall.
- Ran new flex conduit to exhaust fan motor at Carrick Hall.
- Troubleshooting Lutron light issues at Student Union Phase I and Mossman.
- Assisted plumbing shop with replacing Leslie water heater at Reese Hall.
- Assisted A/C shop with VFD. Tracing out circuit and routing at the UT Conference Center.
- Investigating issue with Lutron light programming at Thompson Boling Arena.

Plumbing Shop:

- TN 1 Calls on campus.
- Pumped steam vaults on Campus.
- Fire Hydrant testing on Campus.
- Waste water testing on Campus.
- Installing new sensor faucets on Campus.
- Fire hydrant repair at Dougherty.
- Repaired steam leak on penthouse level at Presidential Court.

- Repaired AC coil outlet copper line at Mossman.
- Repaired steam leak in yard at Greve Hall.
- Repaired leak at Kingston Pike building.
- Repairs to sink at Brehm.
- Replaced ball valve at Biosystems Engineering.
- Repaired steam leak in room 1071 at Communications.
- Repaired steam leak at Tyson House.
- Unstopped drains at Thompson Boling Arena.
- Installing new condensation drain at Thornton.

Steam Plant:

- Worked on condensate pumps and 75 HP air compressor.
- Lubricated all pumps and motors that were scheduled.
- Test ran 2MW generator.

CONSTRUCTION SERVICES

- Anderson Training Center: New flooring, paint, and utilities for new tubs
- Art & Architecture: New counter tops in 1st floor restroom; Repair carpet in 224; Dimming controls for lighting 215A
- Ayers Hall: Install lockers in G012; Soundproof doors 208 and 247
- Campus: Window replacements- Perkins Hall; Install license plate cameras; Replace University Seals; Volunteer First Impressions Contest projects; Wellness Screens; Install tents on campus
- Clarence Brown Theatre: Provide emergency locking for assembly spaces
- Communications: Renovate 227 and 447-offices and meeting room; Paint 339; Paint and carpet 328; Minor renovations 83; Paint 230; Paint 472; Water intrusion repairs
- Dabney Buehler: New fume hoods
- Dougherty Engineering: Paint 210; Carpet and paint 208 and 508; Ventilation for equipment 304 and 305; Carpet 226, 304, 312, 406, 410 and 503
- Dunford Hall: Paint and carpet 4th floor corridor; Paint and carpet 2429; Paint and carpet 2332, 2333, 2424, 2425 and other misc. work; Wall repair and carpet cleaning 2304
- Early Learning Center: Additions to playgrounds at White and Lake Avenues
- Fibers and Composites: Remove equipment in 199

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CONSTRUCTION CONTINUED:

- Food Safety: Move fume hood from Ellington to room 10; Enclose part of room 100
- Food Science Building: Connect freezer and cooler in Pilot Plant to emergency power
- Haslam Business Building: Install a light bar in 401
- Hoskins Library: Renovate 114 for classroom
- Jessie Harris: Paint 418 and 421
- JIAM: Electric work for labs G002 and G003; Electric work in 152
- McClung Museum: Replace doors 6, 7, stairwell; New doors on 64; Wiring for new desk location in lobby
- Min Kao Engineering: Reinforced walls with door and window 117
- Morgan Hall: Renovations per POCA
- Mossman Building: Add door seals to darken lab
- Neyland Stadium: Concrete repairs
- Neyland Thompson Sports Center: Haslam Field expansion
- North Greenhouse: New lights 109
- Panhellenic Building: Construct display area
- Perkins Hall: Install air filter in S008
- Presidential Court: Repair doors at loading dock
- Sigma Chi Fraternity: Install sink, toilet and fire alarm device
- SMC: Renovate 2nd floor-paint, carpet, lighting
- Sherri Parker Stadium: Corrections for SFMO; Redo concrete ramp; Replace door and frame to maintenance shop
- Strong Hall: Ceiling mounted dust collector B010; Improve ventilation for cylinder cabinet and vacuum pump manifold 728
- Student Union: Signs for various areas; Emergency locking; Shell Space Buildout; Door hold open devices for Student Engagement; New bench seating (phase 1); Install back-up ice maker
- Thackston School House: Renovate for Pediatric Language Center
- Tom Black Track: Add water line at main gate; Raise drain to ground level
- UT Visitor Center: Renovation for Creamery
- Vet Med Center: Lobby renovation

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