Facilities Services Weekly

January 31, 2022

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

Zoom Briefing Updates
Please be sure you are checking emails from Sam Ledford. To see the most recent briefing, visit https://youtu.be/iYtv12nA-O4 if you missed any of the previous briefings, they can be found at the links located on page 4 under Communications & PR.

New! FS Mini Train: Email Etiquette Part 3
In the last of the Mini Train mini-series on Professional Email Etiquette, we look at the content of a professional email. What should be included in what you send? What kinds of things need to stay out? And does formatting matter at all? Check it out here.

Internal Positions Open
We currently have several open positions! If you are interested in applying, visit https://hr.utk.edu/staff-positions/ and click the “Staff Positions for Internal Candidates” link.

E01-0116 Training Admin Spec I
E01-7202 Facilities Space Coordinator
E01-7205 Steam Plant Mechanic (SR)
E01-7212 HVAC Spec II (SR)
E01-7212 HVAC Spec I
E01-7216 Locksmith I
E01-7217 Painter Asst III
E01-7217 Sign Design Spec
E01-7218 Plumbing & Heating Specialist I
E01-7224 STAR Team Member
E01-7224 Construction Project Manager
E01-7230 Irrigation Technician I
E01-7230 Heavy Equip Supervisor
E01-7230 Landscape Svcs Foreman
E01-7264 Rapid Resp Team Supervisor
E01-7212 HVAC Foreman

Multiple openings for -
Building Technician
Maintenance Spec II

ADMINISTRATION

Special Projects:
• Polo shirt distribution
• Serving on the Culture Committee
• Planning of upcoming events and food distribution.
• TCO Inventory
• Evaluation software demos for Archibus Replacement Committee

FACILITIES OPERATIONS

Building Services:
• Ayres Hall - halls auto scrubbed and stairs were detailed
• Hesler - halls were auto scrubbed.
• Haslam Music - Cork floors on 2nd and 3rd floors rm 222 221 219 218 318 317 polished them and scrubbed bathrooms on 1 2 3rd floors.
• McClung Tower - scrubbed bathrooms on 12 12 10 9th Flores detailed elevators and did some detail work in hallways.
• Humanities - scrubbed bathrooms on ground 1 and 2 they also removed tape from doors and walls throughout the building and scraped gum from stairs and cleaned handrails and windows.
• A&A - cleaned carpet in rm 224 they also scraped more gum off stairs and tried to remove graffiti from bathroom stalls and on a couple walls. Also scrubbed rooms 316 318 312 cleaned spots off carpet in rm 109 and 110.
• Clarence Brown Theatre - put new trash cans in costume shop cleaned glass in lobby inside and out.
• This week at Rocky Top was our first week back with Students and it has been busy. We remain daily working on the floor that was under construction during the holiday break. We cleaned rugs at all the entrances and did some pressure washing of the outside dining area that has also seen large amounts of mud due to near by construction. We continue to work with Aramark due to the staffing shortages help out with some of their disinfection of tables and chairs. We continue to treat the area with our Clorox 360 disinfectant.
• We have performed the same disinfectant at the Commons Vol Shop as well as PCB building.
• Dougherty - scrubbing 6th floor
• White Ave. Early Learning Center - application of antimicrobial spray

**Landscape Services:**
- Training: Team members holding a TN Pesticide Certification attended a two-day grounds management continuing education conference.
- First Impression Projects: Install sod, finish landscape details and incorporate outdoor site furniture
- Hess Hall: Install additional bike hoops and reconfigure outdoor site furniture
- Hoskins Library: Install erosion control measures and renovate landscape plantings along the east side of the building
- Robinson Hall: Excavate and reconfigure landscape irrigation for new sidewalk (cont.)
- Golf Facility: Install erosion remediation materials along bank of creek flowing through the course (cont.)
- Tom Black Track: Support water line installation and site work remediation (cont.)
- Winter tree planting and update tree inventory database (cont.)
- Zeannah Engineering: Monitor landscape contractor during installation (cont.)
- Ayres Hill ADA staircases: Coordinate with FS Design on landscape plan for new staircases (cont.)
- Pedestrian Mall Expansion Phase II: Participate in weekly progress meetings (cont.)
- Fleming Warehouse: Clean-up of vegetation and prep for life safety improvements (cont.)
- Concord Street Site: Demolition clean-up and fence repairs (cont.)
- Campus wide: Maintenance pruning to younger trees (on-going)
- Recruiting to fill 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 January 24 to January 30:**
- Bottles/Cans: 0 lbs.
- Paper: 5,500 lbs.
- Cardboard: 4,960 lbs.
- Agriculture Waste: 0 lbs.
- Food: 0 lbs.
- Landscaping Waste: 0 lbs.
- Greasy Waste Water: 0 lbs.
- Total: 66,960 lbs. / 33.48 tons
- Pallets: 4,960

**Recycling Totals for Fiscal Year 22:**
- Bottles/Cans: 183,320 lbs. / 91.66 tons
- Paper: 204,320 lbs. / 102.16 tons
- Cardboard: 258,570 lbs. / 129.29 tons
Facilities Services Weekly

January 31, 2022

SUSTAINABILITY CONTINUED:

- Agriculture Waste: 453,413 lbs. / 226.71 tons
- Food Waste: 321,485 lbs. / 160.74 tons
- Landscaping Waste: 447,609 lbs. / 223.80 tons
- Total: 1,421,108 lbs. / 710.55 tons

Sustainability Report:

- The Grow Lab had volunteers work 4 hours to put up a shed. Created a new garden bed in the back.
- The Free Store had ten volunteers for 4 hours, sorting donations and cleaning the floor.

ZONE MAINTENANCE

Zone 1:

- Keeping up with work orders
- Residents have now returned to campus
- Addressing cold weather shifts over the weekend

Zone 2:

- McClung Tower: Men’s toilet repair on 4th floor, New door closure in room 701 and Cork board hung on 7th floor
- Clarence Brown Theatre: Light repair in clothing room and relocated toilet paper and paper towel dispenser
- Claxton: 2nd and 3rd floor heating problem
- Communications: Lighting repair in 476
- Andy Holt: 2nd floor women’s restroom toilet repair and door knob repair in 201
- Installed new mask signage across zone
- Preparing for freeze watch this weekend

Zone 3:

- Zone 3 has been working diligently for Student’s Returning to Campus
- Prepping for Cold Weather
- Checking equipment
- General Maintenance throughout Zone 3

Zone 4:

- Repaired fryers and warmers at the Student Union.
- Restarted equipment and checked operation in all buildings.
- Replaced door sweep and fixed hand sprayer at the Cumberland Food Court.
- Repaired make-up air unit at Vol Hall.
- Repaired grease filtering hose at Anderson.
- Fixed toilet leaks and cabinet drawers at Stokely.

Zone 5:

- Neyland Stadium - checked and made repairs as needed and prepared for Recruitment changed lights in locker room
- Football complex - checked and adjusted chemicals in pools
- Allen Jones - checked and adjusted chemicals in pools, prepared for swim meet
- Regal Soccer - checked and made repairs, and assisted in renovations
- East Stadium - worked on lights on 5th floor
- Sherri Parker Lee Stadium - work on heater in elevator room
- Throughout zone - General building maintenance

Zone 6:

Zone 7:

- AMB: General maintenance, finishing up on PM’S, Walk thru with contractors at SERF for Condition Assessment.
- Dougherty: Changed batteries in the automatic flushers, changed batteries on the doors, changed lights in auditorium.
- Ferris Hall: Conducted daily walkthroughs and weekly walkthroughs. Servicing AHUs
- Perkins Hall: Conducted daily walkthroughs and weekly walkthroughs. Servicing AHUs
- SERF: Routine building checks, replaced lights & ballasts that had burned out, replaced switch on fan coil unit, replaced indicator bulbs, replaced pneumatic air dryer filters, assisted A/C shop as needed, assisted contractors as needed, assisted other buildings in zone as needed.
- Nuclear: Routine building checks, worked on heating issues in classrooms, assisted other buildings in zone as needed.
- Min Kao: Working on lights, working on restrooms, working on filters, doing building checks.
- Jessie Harris: General Maintenance, working on PM’S.
- Fibers & Composites: General Maintenance, working on PM’S.

ZONE MAINTENANCE CONTINUED ON PAGE 4
Facilities Services Weekly

January 31, 2022

ZONE MAINTENANCE CONTINUED:
• Senter Hall: General Maintenance, working on PM’s.
• Zenith: General Maintenance, working on PM’s.
• Tickle: General Maintenance, working on PM’s.
• Zone 8:
  • We have been working cold weather coverage to make sure that all of our equipment doesn’t suffer any failures from freezing temperatures.
  • We will be replacing a weather station on Central Greenhouse this week.
  • We had water pressure issues on Sunday when KUB had two different water main breaks.
  • Our One-Call team has been very busy still with the start of the Spring Semester.

Zone 9:
• We have been working along with Belfor at 1610 University Avenue after an instant water heater failed.
• We are working to resolve some electrical issues at the Glazer Building in Oak Ridge.
• With the end of January, we will be working to close out all of our Archibus monthly requests for all of Zone 9.

ZM Specialties:
• Performed ion generator checks at Jessie Harris
• Diagnosed steam trap problems at Greve Hall
• Corrected issues with nuisance fume hood alarm in SERF 432
• Trained and onboarded new building commissioning technicians
• Installed new door operators at the Vet school
• Repaired door operators at Stokely Hall, Laurel Hall, and Art & Architecture
• Replaced window glass at Fred Brown
• Transported lifts to various campus locations
• Corrected rooftop AC units for Aramark Food Court and Vol Shop Cumberland and scheduled monthly, quarterly, annual PMs
• Studying equipment schedules and closeout docs for Third Creek and Rocky Top Dining to prep for Archibus inventory

Lock & Key Services:
• A+A - change lock function
• Melrose Hall - repair or replace lock
• Andy Holt Tower - repair lock
• Bailey Education - cores missing
• Dabney Buehler - door handles need replaced
• Phi Gamma Delta - change codes combination locks
• Ayres Hall - core not working
• Front office – processing key request, key pickup and drop off
• Zeanah – installing cores Phase 3, assisting as needed
• On Campus – assisting as needed
• University Housing – many recores and repairs, assisting as needed

COMMUNICATIONS & INFO SERVICES

Communications & Public Relations:
• Don’t forget to send work team photos to Sam whenever you have them. Send them to sjones80@utk.edu or via text at 865-771-1531.
• The winter issue of The Facilitator is now online for viewing. You can check it out here: https://fs.utk.edu/facilitator/
• Recent zoom briefing link:
  • 1/20/22: https://youtu.be/JRffEgFi4Rc
• The electronic employee comment box can be found at tiny.utk.edu/fscommentbox.

Employee Training & Development:
Upcoming Training:
• 2022 ICS 300 & 400 Training - ICS 300 is scheduled for February 16 & 17 and ICS 400 training is scheduled for February 23 & 24. Contact Rebecca Alcorn at ralcorn@utk.edu with questions.
• FS Mini Train - In the last of the Mini Train mini-series on Professional Email Etiquette, we look at the content of a professional email. What should be included in what you send? What kinds of things need to stay out? And does formatting matter at all? Check it out here.

Training News:
• 2022 Online Performance Review Training is now available in K@TE! Please watch the training that has been assigned to you. If you have questions after completing the training, please sign up to attend a Q & A session with Employee Relations hosted via Zoom through February: Wednesday, February 2 - 8:30 a.m. and 2:00 p.m., Tuesday, February 8 - 10:00 a.m. and
3:00 p.m., and Tuesday, February 22 - 4:00 p.m. and 10:00 p.m.

- **2022 OSHA Training** - 2022 OSHA Training is now available! This training can be completed at any time during the year. We highly recommend taking care of it early to ensure that it is complete at the end of the year. This training can be found at [https://tennessee.csod.com/samldefault.aspx](https://tennessee.csod.com/samldefault.aspx). Sign in with your NetID and password. Then, click on "Your Transcript" and "Launch" to load the training.

- **The 2022 Training Calendar is available online!** Visit [https://fs.utk.edu/comminfo/training/](https://fs.utk.edu/comminfo/training/) to view upcoming training dates, times and information throughout the year. The calendar is located below the "Login for online training" link. Check back often as new events and opportunities are added often!

**IT Support and Maintenance:**
- Laptop setup and installations
- Inventory
- Surplus Inventory
- Elevator Controls Testing
- Scheduling interviews for IT Tech 2 position
- Writing security plans for FS IT managed servers
- Installation of command console for Building Automation display monitors
- Finalizing goals for 2022
- Preparing annual request for CUP (Computer Upgrade Program)
- New A/V equipment for rooms 101 and 102
- Demo for Archibus replacement software have been completed; RFP will be issued in February (Top 3 products are: Oracle Cloud Maintenance, eWorkorders, and MaintainX)

**UTILITIES SERVICES**

**A/C Services:**
- Repaired building heat controls at the Steam Plant
- Repaired controls for AHU 15 at Dabney.
- Reset AHU 2 and heating system at Hesler Biology
- Disconnect communication wires from shorted out AHU 1 controls at North end of Neyland Stadium.
- Repaired controls serving AHU 5 and started troubleshooting offline VAV controllers at the Conference Center.
- Checked out what is needed to repair control issues for room 401 at Burchfield.
- Took mandatory Emergency Training.
- Finish installing sensors for AHU 5 at JARTU.
- Repaired AHU1 controls at Neyland Stadium.
- Assisted with repairs on fan coil feeding room 114 at Hoskins Library.
- Repaired electrical issue for VAV controls on third floor at Conference Center.
- Started AHU 5 after final repairs were made at JARTU
- Started repairs on AHU 10 at Brehm Animal Science
- Worked on RTU humidifier controls serving main floor at McClung Museum.
- Repair water source heat pump at Delta Zeta
- Replace isolation valves on heating water pump No. 2 at Hosler
- Repair heating water pump No. 1 at SMC
- Installing new cooling water system in IT room at Kingston Pike Building.
- Re-piped fan coil unit in HR office at Student Services
- Repairing boiler serving Southern Kitchen in Vol Hall
- Rebuilt heating water pump No.2 at Hosler
- Installed new foot valve in expansion tank for heating water system at WLS
- Repaired steam coil in room 203 at Dabney Hall
- Repaired Aaon RTU at Bass
- Installed new prep cooler in Einstein’s Bagels at A&A
- Repairing walk in cooler at Culinary
- Installed new 2” water regulating valve for heating water system at Walters Life Science
- Building heating water outage to install new isolation valves on the 5th floor and rebuilt heating water pump No. 4 at Dabney Hall

**Electrical Services:**

**Security/Fire Alarm Group:**
- Monthly fire pump testing across Campus.
- Repaired devices and cleared alarms at Hodges, Vet School, Student Union, Conference Center, Magnolia Hall, Laurel Hall, Tickel, JARTU, Henson Hall, Hodges, 1836 Fraternity, Delta Zeta, Plant Biotech, Kappa Delta,
TBA, Min Kao, and KPMB.

• Assist MASCO daily with pump tests and 1&5-year inspections on Campus.
• Assist MASCO with repairs to Laurel Hall.
• Fire Watch at TBA.
• Disable/enable devices for contractors at SMC and TBA.
• Brenda Lawson door strike issues leading out to practice field.
• Equity and Diversity move panic buttons.
• Thornton replace request to exit.
• S&E rehung mag-lock.
• Vet School fire alarm call reset cleared.
• Business Inc. check door contact.
• Ayres Hall check door latch.
• Jewel Building check outside doors and security system.
• AHT remove panic button on the fourth floor.
• Alumni Hall reset LSP system failure.
• Henson Hall reset card reader at the elevator lobby.
• Stokely Hall rewire Handicap operators on main entrance doors (8).
• KPD check door contact at the patio entrance.
• Laurel assist with sprinkler repairs.
• Zeanah fire alarm call reset and cleared.

High Voltage:
• Daily 1-800 marking.
• Pumping electrical manholes on Campus.
• Monthly maintenance on both substation on Campus.
• Zoom Emergency Training
• Made schedule with GC for field lights to be turned off and on for after hours work at the Lower Bowl of Neyland Stadium.
• Checking to see if we have the appropriate voltage transformer for temp power to the job trailers at the Ellington Job site.
• Insite to inspect and take pictures of secondary duct bank installation at Ellington.
• Onsite meeting w/ Bethany and GC to look at placement for temporary power to the job trailer and site for the New Pump House at TREC Outdoor Pool project.
• Trying to locate a housing for the in-ground light that was taken out for the new storm drain then made repairs to the pipe between pole lights at Tom Black Track.
• Locates for repairs to utilities at Tom Black Track
• Locates for repairs to the concrete and cleaning out pipes at Tickle.
• Adding a new pole light to the bullpen area, adding a new 50amp RV outlet for the TV truck and checking to make repairs to field light bulbs and ballasts at Sherri Lee Softball and Nelson Baseball.
• Checked for additional lighting to be added to the back side of Equity and Diversity. Could not find a good place to install a building light. Contacted KUB about changing the cobra head light on Francis Street to improve lighting. KUB will look into changing their short arm and metal halide to a longer arm and a halide LED adjustable fixture.
• Coordinating testing for HV trucks with TORCO
• Changed photocell on the fixture for a roadway pole light that has been staying on at AJ Chapman Dr.
• Changed broken globe on a sidewalk campus standard pole light at Fraternity Park.
• Report of broken conduit when concrete was removed at Student Union. Made repairs to the pipe and pulled in new wires to bollard lights and tested.
• Made repairs to bollards and installed new LED bulbs at Sutherland RecSports Complex.
• Freeze watch for any emergency on campus starting 1/21 until 1/23
• 2nd- Changed photocell on building lights at Geier Hall
• 2nd- Reported pole light outlet not working at Dogwood. Could not locate the correct breaker will come back after looking at prints.
• 2nd- Turn on/off east field lights from 5:30pm - 8:30 pm at Neyland Stadium

Secondary Electrical:
• Replaced Occupancy Sensor Min Kao Rm. 234
• McCord Hall faulty Circuit Breaker Replacement scheduled
• Haslam Business Atrium lighting
• Troubleshooting faulty condensate pumps Austin-Peay mechanical Rm.
• Re-programmed Lutron lighting at Baker Center
• Hallway heaters at South Greenhouse
• Daugherty Engineering Bldg. repaired auditorium lighting
Repaid outlets at Student Union
• UT Conference Center Circuit Breakers tripping
• Solar Panel at Temple Bldg. Electric Vehicle charging station
• De-terminated water heater at 1610 University Ave.
• Reset Circuit Breaker at Melrose Bldg, G
• Replaced 2-wire receptacle with NEC compliant GFCI receptacle at Jessie Harris Rm. 341
• Added outlets at Greve Hall Key Shop
• VFD installation at Allan Jones Aquatic Center
• Troubleshooting exterior lighting at Blount Hall
• Traced water fountain circuits at Humanities
• Troubleshooting lighting at Stokely Management Center
• Troubleshooting air handler/contactor for fume hood at Dabney-Buehler
• Electrical Apprenticeship Program meeting attended
• Replaced Air Handler/ Fume Hood Contactor at Dabney-Buehler penthouse mechanical Rm.
• Shunt Trip Breaker Test at Oak Ridge

Plumbing Shop:
• Pumped steam vaults on campus.
• Campus Tennessee One Calls
• Wastewater testing.
• Repaired drains at Carrick, SMC, Tickle, Dabney-Buehler, Clement, and 2912 Sorority.
• Repaired drain stack at Carrick.
• Repaired crack in drain pipe Hess Hall.
• Repaired Geothermal leak at 2515 Sorority Village.
• Repaired hot water at 2912 Sorority Village, Hodges, Carrick, Clement, and Brehm.
• Repaired PRV at North Greenhouse.
• Repaired water leak at A&A.
• Installed water line at Tom Black Track.
• Repaired circulating pump Stokely.
• Installed a bottle filler at Hess.
• Repaired a gas leak at the Boathouse.

Steam Plant
• Rebuilt temperature regulator at steam heater.
• Put new drill press together.
• Worked on #3 boiler eye-hye.
• Started working on steam driven feed water pumps.
• Cleaned up after softener water pipe leak.
• Installed new saddle on 4” water pipe.

CONSTRUCTION SERVICES

Alumni Memorial Building: Fire Marshal POCA list
• Art and Architecture: Laser cutters in 3rd floor Print Center
• Ayers Hall: Install lockers in G012; Soundproof doors 208 and 247
• Bailey Education: Renovate 5th floor lobby; Paint and carpet A414; Change light switch A231; Paint 231
• Bass Building/Body Farm: Clearing and new fences for Body Farm expansion
Campus: Replace University Seals; Replace elastomeric couplings on fire pumps with metal grid couplings; Volunteer First Impressions Contest winning projects; Refurbish outdoor basketball courts behind Fraternities; Add receptacles for Aramark at various locations; Armed Forces Memorial; Classroom Renovations for Summer 2022
• Ceramics Annex: Green space and waterproofing
• Claxton Building: Rework Dean’s suite 344L; Add electric receptacles (emergency power)
• Communications: Renovate 302B; Paint 473
• Dabney Buehler: New HVAC units 550, 552, 553; Replace fume hoods in 408, 507, 508, 607, 608
• Delta Tau Delta: Repairs from vandalism
• Dougherty Engineering: Carpet 407, 407A, 407C; Renovate 101 for welding and robotics lab; Painting 508
• Dunford Hall: Paint and electric 2432
• Early Learning Center: Additional A/C unit for kitchen at 2010 Lake
• Equity and Diversity: Storm door and awning
• Facilities Services Complex: Install interior cameras; Add door to conference room 111; Security film on conference room glass
• Ferris Hall: Electric and exhaust for lab 217
• Food Science Building: Renovate 215 for Creamery kitchen
• G7 Parking Garage: Replace transformer and electric panels; Chain link enclosure around equipment and 120 volt electric on 1st floor
• Greve Hall: Renovate G005 for Smokey’s Pantry; Year
around steam to HVAC units on 1st floor
- Haslam Business Building: Paint the building interior; Additional electric circuits 514 and 540; Painting 522A; Replace sound panels in 201, 203, 302, 303, 403; Privacy film on 18 rooms
- Hodges Library: Renovate 252; New lighting and painting 199A; Paint, carpet, millwork 605; Renovation for UT Press
- HPER: Clean tennis courts; Divide 360A into 2 offices
- International House: Divide 110 into 2 offices
- Jessie Harris: blinds 229C & D
- Jewel Building: New garage door for basement
- JIAM: Connect glove box to exhaust 256; Electric work G026; Install utilities to ventilated cylinder cabinet; Cylinder straps, electric and chilled water 158B
- Kingston Pike Building: Install Opticool rack system; Renovate 135 into on-line studio; Renovate south end of 135-cubicles, paint, flooring
- McClung Tower: Paint, flooring, blinds 612; Vinyl flooring 5
- McCord Hall: Roller shades in labs on ground and 1st floors
- Min Kao: Change 5 receptacles to 120 volt/ 20 amp in 342
- Morgan Hall: Paint 126C
- Neyland Thompson Sports Center: Renovate 118 for new cryotherm tubs
- Nielsen Physics: Remodel room 217 into a lab
- Perkins Hall: Fire Marshal POCA list; Classroom renovations
- Plant Biotech: Renovate 349
- Presidential Court: Convert Pod Market to shop for University Mail and Printing
- SERF: Remove connecting doors and add corridor door 511; Exhaust for equipment 522; Utility work and drains for polisher in 309; Electric and air in 108; Electric and chilled water 321
- Sigma Kappa: Remove a section of wall to open room
- Sigma Nu Fraternity: Ladies restroom repairs
- SMC: Paint several offices; Paint and furniture 312; Signage for 2nd floor
- Stokely Hall: New electric circuit for Aramark for coffee maker
- Student Health: Repair flooring seams on 1st floor; Replace back entry door adding ADA operator
- Student Rec and Fitness Center: Replace lighting
- Student Union: Electrical work for robot chargers
- Taylor Law: Replace sound panels 132, 135, 136, 241, 242
- Temple Hall: Shelving 114
- Third Creek Building: Add for emergency messaging to fire alarm system
- Thompson Boling Arena: Move card reader
- UT Drive Services Building A: Renovations for 2nd floor offices
- UT Drive Services Building B: Renovation 101 for sculpture studio; Additional electric for wind tunnel area
- UT Warehouse: Fire Marshal POCA list; Install dock lights
- Vet Med Center: Roller shades in Pendergrass Library; Utility connections for sanitizer
- Zeanah Engineering: Install plaques; Add for emergency messaging to fire alarm system
- 1610 University Ave.: Repair crack in building brick veneer
- 1815 Highland Avenue: Security system
- 1817 Melrose Avenue: Carpet the stairs
- 22nd Street Duplex: Painting, 1 door replacement, ramps