Reminder from Training: Check Your Transcripts!
If your birthday falls from January – March, make sure you have gotten any added training completed before the end of this next quarter! You can check this by logging into K@TE, click on “My UT K@TE Learning”, and on the left you should see if you have assigned trainings to complete. If you have questions, contact Training.

Congratulations, Maria Martinez!
Design Services’ Maria Martinez has been selected as a member of UT’s Commission for Women. Maria was selected from an impressive candidate pool, and we know she will bring unique perspective and strong leadership to an already incredible team who strive to better support and serve historically underserved members of our campus community and beyond. We are so proud, and we know she will represent Facilities Services well!

Bicycle/Pedestrian Driver Training Recap
If you weren’t able to attend last week’s Bicyclist/Pedestrian Driver Training presented by Bike Walk Knox, you missed out! This training was insightful and helpful for every day commuters - not just those who drive on campus. The training was engaging and educational as it covered Tennessee laws regarding right of way, how to share the road with human-powered modes of transportation, and what to look for when driving so that you keep yourself and pedestrians/cyclists safe. If you’re interested in this excellent training opportunity, be sure to let Rebecca Alcorn know.

Ad Astra to be Replaced by 25Live
Conferences and Event Services, in partnership with the Registrar’s Office and OIT, is excited to announce the rollout of a new room scheduling platform, College Net 25Live. The 25Live system will replace Ad Astra as the official scheduling software for all campus classrooms, meeting/event spaces, and outdoor locations. The new system will be phased in over the month of July and ready for campus-wide use by August 1, 2022. More information can be found 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.

E01-7220 Building Services Foreman
E01-7202 Facilities Space Coordinator
E01-7205 Steam Plant Mechanic (SR)
E01-7212 HVAC Spec II (SR)
E01-7212 HVAC Spec I
E01-7217 Painter Asst III
E01-7217 Sign Design Spec
E01-7218 Plumbing & Heating Specialist I
E01-7224 STAR Team Member
E01-7212 HVAC Foreman

Multiple openings for -
Building Technician
Maintenance Spec II

ADMINISTRATION

Special Projects:
• Serving on the Culture Committee
• 4th of July party planning & logistics
• Logistics and planning for Coffee & Conversation events
• TCO Inventory

FACILITIES OPERATIONS

Building Services:
• In Humanities cleaned carpet and desks in 71A, 71B, 71C, 70, 69, 68, 58, 57
• Cleaned and ran the Microbial in A&A, CBT, Temple
• Continue to clean carpet through out CBT
• Stripped and waxed 1st floor bathroom in Temple
• Cleaned and detailed railing ledge on 2nd floor of A&A
ZONE MAINTENANCE

Zone 1:
- Still working on having all buildings flip and ready for conferences.
- We have conferences guest in Hess, Geier, Robinson, and Dogwood this week.
- The Ion air purifying system has been installed in Clement and the Carrick’s now Reese will be started this Monday.
- McClung tower - Repaired and rebuiling bathroom stall door on 12th floor, Cleaned and refilled Bull fountain, and Completed filter change for A/H’s.
- Humminites - Distributed filter for upcoming filter change.
- Carousel theater - Met with different facility departments for accessing tunnel lights for steam outage and telephone services for cable routing.
- Clarence Brown - Repaired steam leak in lower machine room and Scrubbed and vacuumed fountain on plaza.
- Haslam music - Replaced threshold on roof access door.
- Communication and Andy Holt (street machine room - started the Cleaning of cooling towers.
- Addressing all work orders

Zone 2:
- Cleaning and Dogwood this week.
- Zone 3:
- Zone 4:
- Zone 5:
- Zone 6:
- Zone 7:
- Zone 8:
- Zone 9:
- Zone 10:
- Zone 11:
- Zone 12:
- Zone 13:
- Zone 14:
- Zone 15:
- Zone 16:
- Zone 17:
- Zone 18:
- Zone 19:
- Zone 20:

ZONE MAINTENANCE CONTINUED ON PAGE 3
Facilities Services

June 13, 2022

ZONE MAINTENANCE CONTINUED:

• Checking water leaks at Andy Holt Tower and other locations
• Replaced windows at Clement Hall
• Assisting Design team with window selection

Lock & Key Services:

• Baker Center – install combination lock
• Presidential Court – rekey locks
• Bailey Education – install locks on cabinet and rekey door
• Middlebrook Pike Bldg. – rekey locks for new department
• Music – repair lock
• PI Kappa Phi – change combinations
• Zeanah – installing cores, assisting as needed

On Campus – assisting as needed

Front office – processing key request, key pickup and drop off

University Housing – many recores and repairs

ZONE MAINTENANCE CONTINUED:

• We are still waiting to hear back from Camel custom canvas for new awning work at Glazer and Middlebrook buildings.

ZONE 8:

• Min Kao : Working on lights, working on restrooms, working on ceiling tile, doing building checks.
• Dougherty : General Maintenance.

Zone 8:

• We will be cleaning more outside condensing units this week.
• Our One-Call continues to receive calls from campus and outlets buildings away from main campus.

• We have installed a new cooling tank and plumbing in Greenhouse 17.
• Many of our chill water coil units are requiring frequent back flushing with the problems of our chill water loop.

ZONE MAINTENANCE CONTINUED:

• Arena – repair heating water coil in AHU 14
• Middlebrook – repair chiller
• Culinary  - repair AC system for lobby area
• Delta Zeta – repair multiple WSHPs
• Nursing – Install new AC system for suite 301
• Recalibrated monitor and reel sensor on fume hood that was not working. It has been recalibrated.
• Installed 2 electric actuators on in hood installation at Kingston Pike Bldg.
• Trouble shot communication issues at Kingston Pike Bldg.
• Removed faulty actuator on return air damper at Delta Zeta.
• Installed 2 electric actuators on in hood installation at Kingston Pike Bldg.
• Installed 2 electric actuators on in hood installation at Kingston Pike Bldg.
• Remodeled copper and copper control card in room 106 of Hesler Biology.
• Returned faulty 2.4v transformer and phoenix control card in room 106 of Hesler Biology.

KM Specialties:

• Checked airflows for fume hoods in Dabney-Buehler, Dougherty, and Mossman.
• Seals to make necessary repairs.
• Back flushing with the problems of our chill water loop.

ZONE MAINTENANCE CONTINUED:

• Partial Processing of Computer Upgrade Program
• The electronic employee comment box can be found at tiny.utk.edu/ecommentbox
• The Grow Lab donated a total of 4.9 pounds of produce to the Big Orange Pantry last week!

COMM & INFO CONTINUED:

• Communications & Public Relations:
  • Send any photos of your work team that you’d like to see featured on FS social media directly to Sam at sjones80@utk.edu or 865-771-1531
  • The electronic employee comment box can be found at tiny.utk.edu/ecommentbox

Employee Training & Development:

Training News:

• 2022 OSHA Training UPDATE - There have been department-wide changes made to the required OSHA training for calendar year 2022. If you have already completed your OSHA training for this calendar year, please log into K@TE to verify that nothing has been added to your transcript. Almost every unit has seen changes to their training requirements and therefore almost every person still has training to complete. Please contact Rebecca at ralcorn@utk.edu should you have questions pertaining to your OSHA training.

• APPA has resumed in-person training! If you’re interested, check out the link to learn more.
  https://www.appa.org/continuous-learning/osp/

• Are you a non-exempt staff member that has found training that you’re interested in but need a little extra money to attend the event? Don’t forget to use the Career Development Fund. You can qualify for $150 per fiscal year for career development training. That’s money that you’re not paying out of your pocket and your department isn’t paying out of their budget! More information at this link: https://hr.tennessee.edu/cod/career-development-fund/

• The 2022 Training Calendar is available online! Visit 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!

Information Technology:

• Lots of Microsoft Office Updates
• Assisting with New Lighting Installation in 122
• Partial Processing of Computer Upgrade Program

Utilities Services Week-

June 13, 2022

COMM & INFO CONTINUED:

• The Grow Lab donated a total of 4.9 pounds of produce to the Big Orange Pantry last week!

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Utilities Services

• A/C Services:
  • Reset Lower rooftop unit and upper rooftop unit at Kingston Pike Bldg.
  • Reset Phoenix control server at Strong Hall.
  • Fixed leaking valve and reboobted actuator in 629 of SERF.
  • Restarted AHU that serves room 31A at Hyper.
  • Began writing program for new rooftop air unit at Dougherty.
  • Trouble shot communication issues at Kingston Pike Bldg.
  • Replaced faulty 2.4v transformer and phoenix control card in room 106 of Hesler Biology.
  • Installed 2 electric actuators on in hood installation at JAMX.
  • Removed faulty actuator on return air damper at Claxon.
  • Installed new Network Controller at HIPER.
  • Changed parameters on VFD for AHU’s that serve offices at Lyndsey Nelson.
  • Recalibrated monitor and reel sensor on fume hood that serves 641D at Mossman.
  • Nursing – Install new AC system for suite 301
  • Music – rebuild chilled water pump
  • Delta Zeta – repair multiple WSHPs
  • SMC – repair chiller no. 2
  • Mossman – rebuild chilled water leak
  • CRC – repair multiple AC systems
  • Culinary - repair AC system for lobby area
  • Middlebrook – repair chiller
  • Arena – repair heating water coil in AUH 14
• Haslam Bus. work on emergency alert problems with Cowden Cottage check on door strike problem.
• Student Services check on card reader issue.
• Clearance Brown replace controller.
• Andy Holt check on maglock P1 Level.
• Perkins Hall replace batteries in the LSP.
• MASCO assist daily with pump inspections and repairs.
• Hodges assist Simplex in inspections.
• Rocky Top Dining assist Rapid Fire in testing.
• Delta Zeta replace two sounder base and smoke heads.
• Support Services assist in replacing new ATS.

- UTILITIES SERVICES CONTINUED ON PAGE 8

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**Utilities Services Weekly**

**June 13, 2022**

**Utilities Services Continued:**

- SOUTH CARRICK DORM – fire panel trouble – dirty smoke detector – in room 1041.
- 2625 SORORITY VILLAGE CENTER ANN BAKER FURROW – fire panel trouble – on the A/C circuit – found an outside A/V device getting wet – acknowledge the panel – reported to 1st shift, they change JARTO – cont., tracing the in-ground lights that will be removed.
- FACILITIES – finished compiling weekly time for the week of 5-23 thru 5-29-2022 and sent in
- FACILITIES – compiled weekly report for the week of 5-27 thru 6-2-2022
- LINDSEY NELSON BASEBALL – worked the 1st regional game at 2:00 pm // started the 2nd generator for the temp power to the 2nd Vol Shop trailer in street. / Worked the 2nd game (for the Vols), along with running spider box cables (not being used at Beer garden- house power) from the 3rd base power to the 2nd food trailer; Arasmek had put in last minute. // after game was to provide power to a food truck in street (120 volt only) for their freezer. Ended up running the whole truck off the 2nd generator overnight
- FERRIS HALL – in prep work took the replacement PMH switch to site and unloaded for the scheduled outage for Saturday. Also check and marked the rotations on the 3 transformers for the building
- MAIN SUBSTATION – checking voltage on the meters for the surviving PMH – came in and check and out; on arrival panel was showing normal.
- 1832 FRAT PARK – duct detector in alarm – check out – reset fire panel
- SERF – duct detector in alarm – check out – reset fire panel
- DOGWOOD DORM – fire panel trouble – keep going in and out of trouble.
- JARTO – couple ground flood lights out – getting info for LED bulb replacement. Waiting on quartze box to install on the other side of parking lot and then remove old in ground up lights.
- LINDSEY NELSON BASEBALL - fire alarm trouble earth ground trouble – assisted day shift in trouble shooting and tracing out issue. 100%
- PERKINS HALL – fire panel trouble on card 1 – acknowledged the fire panel and reset it also.
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**Facilities Services Weekly**

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Facilities Services Weekly
June 13, 2022

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

UTILITIES SERVICES CONTINUED:
• Removed Temporary Power from roof at Haslam Business
• Installation of lighting contactor and photocell for Greve Hall roof top lighting
• Installation of heat trace for Baker Center Chiller
• Troubleshooting Power for AC unit at Massey Hall
• Troubleshooting and Repair power at Pedestal near Ferris Hall

Plumbing Shop:
• Pump steam vaults on campus
• Daily 1-800’s
• Steam week, performed maintenance on all steam valves and expansions on campus.

Steam Plant
• Steam outage last week.
• Repacked valves.
• Changed out chemical injection quills.
• Modified blowdown piping to install flow meter.
• Added crossover line to feed water piping.
• Worked on battery charger for turbine.
• Replaced vent piping on DA tanks.
• Changed out deflector plates on boiler #3.
• Made final adjustments to dealkalizer brine tank level pumps.

CONSTRUCTION SERVICES
• Alpha Tau Omega: Interior fence for storage area
• Anderson Training Center: Hand sink in Smokey’s
• Aramark Food Areas: Install FRP in multiple locations; Cumberland Food Court-painting and FRP
• Art and Architecture: New chairs 213, 345, 345A; Replace lights and controls 25A; Office furniture 201 and 213
• Austin Peay: Repairs to 410E
• Ayers Hall: Install lockers in G102; Soundproof doors 208 and 247; Access control for 227L
• Bailey Education: Paint and carpet A144; Paint 231, 511, 513, 514, 517
• Bass Building/Body Farm: Clearing and new fences for Body Farm expansion
• Blount Hall: Paint and carpet 104 and 105
• Burchfiel Geography: Paint, cabinet refacing and floor polishing 318; Furniture for 318 and 304C
• Campus: Replace University Seals; Sculpture Maintenance; Replace elastomeric couplings on fire pumps with metal grid couplings; Refurbish outdoor basketball courts behind Pratermden; Add receptacles for Aramark at various locations; Armed Forces Memorial; Classroom Renovations for Summer 2022; Dumpster pad by Central Greenhouse; Concrete pad installed and set statue of Smokey 11; Bike racks in Vol Parking Garage
• Ceramics: Repair work to Seigy kiln
• Claxon Building: Rework Dean’s suite 3444; Painting, etc. 203A; Paint 223; New rooms 407
• Communications: Renovate 302B; Paint 66B, C, D, E, 107M, 473, 462; track lighting 889; Paint and other work 81
• Composting: New stairs for office trailer
• Conference Center Building: Paint 241 and 311E; Move State Comptroller 307; New sign 432; Push button lock 309
• Dubney Buehler: New HVAC units 350, 352, 533; Replace fume hoods in 408, 507, 508, 607, 608; Paint 481
• Delta Tau Delta: Repairs from vandalism
• Dougherty Engineering: Carpet 407, 407A, 407C; Renovate 101 for welding and robotics lab; Painting 508
• Dunford Hall: Paint 2651 and 2640
• Early Learning Center: Additional A/C unit for kitchen at 2010 Lake; Fence for playground expansion on White Ave.
• Equine Animal Building: Replace damaged awning
• Equity and Diversity: Storm door and awning
• Facilities Services Complex: Security film on conference room glass; Bird repellent
• Ferris Hall: Paint 444; Patch and paint on 2 and 5
• Food Science Building: Renovate 213 for Creamery kitchen
• G7 Parking Garage: Replace transformer and electric panels
• Gilmer Parking Garage: Car counting system
• Greve Hall: Renovate G005 for Smokey’s Pantry; Year around steam to HVAC units on 1st floor
• Haslam Business Building: Paint the building interior; Window glass in doors 318, 321, 322; Combine 319 and 320 for offices; Renovate 308 for Marketing & Comm. staff; Window film 238
• Hodges Library: Renovate 252; New lighting and painting 199A; Paint, carpet, millwork 665; Seal serving line floor in Starbucks; Paint 522
• International House: Divide 110 into 2 offices
• Jessie Harris: Expand server room 208/209; Build offices in 102; Paint 239 and 444
• Jewel Building: New garage door for basement
• JIAM: Electric work G206; Install utilities to ventilated cylinder cabinet; Cylinder straps, electric and chilled water 138B; Project for 16 Research G004; Lab utilities 253A
• Kingston Pike Building: Install optical rack system; Renovate 135 into on-line studio; Renovate south end of 135-cubicles, paint, flooring; Painting 121
• Lindsey Nelson Stadium: Electric and fire suppression 208
• McClung Museum:panic buttons in lobby
• McClung Tower: Vinyl flooring 5; Paint and carpet 609 and 613
• McCreight Hall: Lab renovation 904
• Melrose: Sign E section; Paint G202; New furniture G301 and G302; Paint G02; Paint G02; Paint 199A; Paint, carpet, millwork 665; Seal serving line floor in Starbucks; Paint 522
• Middlebrook Building: Carpet in suite 221
• Min Kao: Sediment trap on chilled water 117
• Morgan Hall: Paint 126C and 102A; Power and data for monitor 303F1
• Music Building: Paint and electric work 131
• McCord Hall: Lab renovation 054; Electric circuit for exhaust fan and flooring; Install chandeliers; Electric circuit for exhaust fan
• Otis: New lighting and controls 215A; Office furniture 201 and 213
• Painting 239 and 414
• Pratt Pavilion: Camera raceways on roof
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• Project for 16 Research G004: Lab utilities 253A
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• Rodgers Reeves: Install plaques; Add for emergency messaging to fire alarm system; Chilled water manifolds
• Zeta Tau Alpha: Paint bathroom; Poles for outdoor lights; Replace some indoor lights
• 1610 University Ave.: Repair crack in building brick veneer
• 1871 Melrose Avenue: Carpet the stairs
• 11th Street Garage (UTPD): Office cubicle for 132
• 22nd Street Duplex: Painting, 1 door replacement, ramps

To suggest an additional box location, or for more information, please contact Sam Ledford at sjones80@utk.edu.
Join us for an in-person
4th of July
Employee Appreciation Party
Friday, June 17 at 11:30a
Student Union Ballroom
Prizes  |  Food  |  Fun
Shuttle Schedule:
10:45a - Conference Center  |  11:00a - FSC  |  11:15a - Ag Campus
Ag Campus Pick-up at Joe Johnson and Service Drive
If you have questions about the event or shuttle service, please contact Veronica at 974-2391 or vhuff@utk.edu