

Facilities Services Weekly

July 11, 2022

2nd Shift Coffee & Conversation

Second shift employees should've received an email last week regarding a Coffee & Conversation event scheduled for Tuesday, July 19 at 5:30pm. You have until this Thursday to sign up to join us! If you did not receive the email with information, reach out to Sam, and she'll get it to you. Her email is sjones80@utk.edu

Did You Know?

Pop quiz time! If you had to guess, what would you name as the top 10 OSHA standard violations that were reported in 2021? If you're unsure of the answer, check out the article linked [here](#). This serves as a good reminder to complete your annual OSHA training, refresh your understanding of safety requirements often, and remain aware of your surroundings at all times. Staying ahead of the game and aware of any present or possible danger could help keep you or your teammates from contributing to this list.

Contest time!

While the Facilitator name has served us well for our seasonal departmental e-magazine, it's time for a change. Help us decide what name is a better fit as we look toward the future. Details on the flyer at the end of the Weekly.



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

Multiple openings for -

Building Technician
Maintenance Spec II

ADMINISTRATION

Special Projects:

- Serving on the Culture Committee
- Logistics and planning for Coffee & Conversation events
- TCO Inventory
- Pre-planning for upcoming events
- FEMA Training

BUILDING SERVICES

- This week zone 6, used the space vacuum at SERF cleaning window seals and stairwells
- Carpets were cleaned in multiple classrooms at Ferris hall, Min Kao and room 314 at Dougherty.
- The floor scrubber was used at SERF and at Min Kao.
- We stripped and waxed Bass Anthropology.
- Student Union Phase 1 - Both restrooms on G2 were scrubbed and detailed. G2 entrance by the ATM's floor was scrubbed and polished. G1 tables and chairs were 360 sprayed. G2 floor was scrubbed from the emergency exit to the monumental stairs. G3 both restrooms' floors were scrubbed and detailed. Overlook glass was cleaned and stainless steel was polished. Baseboards on L1 was cleaned. Baseboards on G1 was cleaned.

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BUILDING SERVICES CONTINUED:

- Student Union Phase II - Overlook glass on the third floor was cleaned and the stainless steel was polished. First floor from the plaza to Cumberland entrance, the floor was scrubbed and polished. The Glass in Steak & Shake and Rising Roll was cleaned. Entrance and Breezeway glass was cleaned. The second and third floor hallways were vacuumed. The glass in the event rooms on the second and third floors was cleaned. The glass in the visitor center was cleaned. The carpet in Student Engagement was cleaned. Carpet in suite 282H was cleaned. Event room 270 the carpet was cleaned. Elevators 2 and 3 were detailed. The auditorium was detailed and 360 sprayed. Carpet was cleaned on the first floor behind the restrooms. The orange carpet in 282 was cleaned. Plaza entrance into Rising Roll carpet was cleaned. 383L and 382B offices were detailed and carpets were cleaned. All offices in Phase 2 were 360 sprayed. All event rooms in phase 2 were 360 sprayed.
- Burchfiel Geography: Repair irrigation and landscape following fire supply water main break repair (cont.)
- Robinson Hall First Impression Sidewalk: Irrigation and landscape repairs (cont.)
- Campus-Wide Mowing: Making adjustments to route schedules to meet campus demands (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.)
- Campus wide: Maintenance pruning to younger trees (on-going)
- Recruiting to fill vacant positions

Sanitation Safety:

- Completed pest control requests

OPERATIONS & LANDSCAPE

Landscape Services:

- Circle Park: Sod repairs to the event lawn
- Sorority Village: Prep and mulch landscape beds for recruitment
- Gate 21 Amphitheater: Remove fallen tree
- Circle Drive Paving: Install utility sleeves prior to new pavement
- Fraternity Park Volleyball Court: Begin renovation
- Irrigation Systems: Test, monitor, adjust and repair systems as needed.
- Smokey 11 Statue: Demolition of existing sidewalk on Ag Campus and prep site for construction of new plaza (cont.)
- Concord Street Site: Removal, testing, and disposal of underground fuel tank
- Campus wide tree pruning to address spring flush of growth (cont.)
- Claxton Chiller bldg.: Provide excavation for steam leak (cont.)
- CDL training for job-specific staff members during the month of June (cont.)
- Assist UT Gardens with mowing until they can fill vacant positions (cont.)

ZONE MAINTENANCE

Zone 1:

- Had some elevator issues at S.Carrick over the past week.
- We have had a few conferences come in over the past week also still here on campus.
- And the electric shop will be working in S.Carrick starting today to address the with the elevator.

Zone 2:

- McClung Tower - Fixed one of the upstream nozzles on the bull fountain then cleaned and refilled it, changed filters on the leibert units, and repaired fan coil unit in 803
- Humanities - Installed and repaired all barricade switch covers in classrooms
- Clarence Brown Theatre - Cleaned, vacuumed, and filled the plaza fountain, replaced filters in the lower machine room, and checked theater seating lights
- Temple Hall - Worked on the air handler on the 1st floor cooling
- Communications - Assessing generator for no start fault
- All Buildings - fulfilling work orders and completing building checks

ZONE MAINTENANCE CONTINUED ON PAGE 3

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ZONE MAINTENANCE CONTINUED:

Zone 3:

- Zone 3 is repairing lighting in classrooms at Haslam Business Building

Zone 4:

- Repaired a wok gas valve at the Student Union Phase I
- Reset light motion switches at Student Union Phase II
- Repaired a steamer at Stokely
- Repaired a dish machine at Rocky Top Dining
- Working on managers' requests at the Cumberland Ave. Food Court
- Running clean cycles on ice machines at all locations

Zone 5:

- At Neyland Stadium, checked and made repairs as needed and began working on third east bathrooms
- At the Football Complex, checked and adjusted chemicals in the pools
- At Allan Jones, checked and adjusted chemicals in pools
- At Sherri Parker Lee Stadium, checked and made repairs after camps
- At Lindsey Nelson Stadium, checked and made repairs after camps
- Throughout the zone, conducted general building maintenance

Zone 6:

- Generally maintaining environmental equipment.
- Generally addressing work order issues.
- Dabney repair gutter.
- Unlock doors.
- Cleaning cooling towers
- Air filter changing zone wide.
- Dabney control valve replacement.
- General led lighting project

Zone 7:

- AMB : General Maintenance, working on PM's, changed burnt lights, repaired two doors, repair leaks, helped throughout the zone.
- Perkins Hall : Answer calls when needed, General Maintenance, walk through building checks.
- Dougherty : General Maintenance, diagnosed A/C cooling issues, diagnose leaks, repair door closer, replace fuses, replaced ceiling tiles, air handler monthly inspections, assist A/C shop

- Min Kao : General Maintenance, diagnose cooling issues, assist controls, assist A/C shop, replaced sink batteries.
- Zeanah : Helped/ Reported problems to contractors, Daily walkthrough, Worked on PM's.
- Tickle : Worked on PM's, Daily walkthrough, Ran generator.
- Jessie Harris : Weekly building check, Daily equipment check, Checked generator, Replaced motor in wall AC, Changed out change over control & insulated chilled water line on overhead AC unit, Checked elevator tracks, Checked for mold.
- Fiber & Composites : Weekly building check, Daily equipment check, Checked elevator tracks, Checked for mold.
- SENTER Hall : Weekly building check, Daily equipment check, Checked for mold.
- SERF : General Maintenance, working on PM's, Answering calls as they come in.
- NEB : General Maintenance, Working on PM's.

Zone 8:

- We are preparing to assist several different shops with a room upgrade to Plant Biotech 156/157.
- Our weekly Archibus work requests will be an area of focus this week.
- Many of our older HVAC systems in several buildings are being taxed at this time and we have to keep a close eye on them.

Zone 9:

- We are working with our Stormwater team to remedy a serious water intrusion into the Middlebrook Building.
- We will be replacing the condensate pump on a unit at FSC.
- We will focus on our monthly Archibus work requests this week.

ZM Specialties:

- Air balanced Zeanah room 326
- Trending temps at Rocky Top Dining
- Removed glass in sound control booth at Neyland Stadium
- Working on West Skybox windows
- Boarded up window at Temple Hall

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ZONE MAINTENANCE CONTINUED:

- Created new work teams and new PM procedures for them
- Scrubbing equipment data for migration to new CMMS
- Working on expansion joint at pedestrian bridge near Student Union

Lock & Key Services:

- UT Building Services A – rekey desk drawers
- Early Learning Center – replace exit hardware
- Claxton Education – install new lock & key
- Dabney/Buehler – repair switch elevator
- Dougherty Engr. – repair lock
- ON Campus – assisting as needed
- Front Office – Processing key requests, key pickup and drop off
- University Housing – many recores and repairs, assisting as needed

UT Office of Sustainability/Recycling:

Recycling Totals for June 13 - 20

- Bottles/Cans: 2,100 lbs.
- Paper: 700 lbs.
- Cardboard: 5,820 lbs.
- Agriculture Waste: 17,050 lbs.
- Food: 2,000 lbs.
- Landscaping Waste: 8,400 lbs.
- Grease Water: 0 lbs.
- Total: 36,070 lbs. /12.02 tons
- Pallets: 0

Recycling Totals for Fiscal Year 22:

- Bottles/Cans: 277,760 lbs. / 138.88 tons
- Paper: 413,200 lbs. / 206.6 tons
- Cardboard: 398,210 lbs. / 199.11 tons
- Agriculture Waste: 916,663 lbs. / 458.33 tons
- Food Waste: 622,360 lbs. / 311.18 tons
- Landscaping Waste: 742,609 lbs. / 371.3 tons
- Total: 2,628,193 lbs. / 1,314.10 tons
- While many on the Sustainability team took vacation time to rest and recover, they were still able to serve 33 people through the Free Store!

COMMUNICATIONS & INFO SERVICES

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/fscommentbox.

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/aoc/>
- 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 each 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/eod/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:

- Putting office back together after new lighting installation
- New computer setups
- Recycling of Electronics
- Microsoft Office software upgrades where needed

COMM & INFO CONTINUED ON PAGE 5

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COMM & INFO CONTINUED:

- K@TE Training

UTILITIES SERVICES

A/C Services:

- Reset rooftop air handler at Temple.
- Changed faulty DP switch on phoenix actuator in lab 702 of SERF.
- Reset Modem and Controller that serves chillers at Music Bldg.
- Reset Process chill water system, also reset penthouse AHU's at SERF.
- Changed out faulty chill water actuator in room C117 at JARTU.
- Assisted AC shop with air compressor issues at Nielsen Physics.
- Reset and rotated pumps on Process Chill Water loop at SERF.
- Assisted Maintenance with chilled water issues at Plant Biotech.
- Replaced broken Thermostat in room 407 of Claxton.
- Reset air handlers in penthouse of Hodges Library following a fire alarm.
- Restarted chilled water pumps at Plant Biotech.
- Replaced faulty UPS on glycol pumps at Min Kao.
- Charged roof top split system at Frieson Black Cultural Center.
- Installed new mini split system for 3rd floor at Dougherty.
- Assisted contractor with Daikin chiller at Auxiliary Services.
- Assisted contract with chiller at Brenda Lawson.
- Rodded Daikin Chiller at Music.
- Repairing freezer at Bass Building.
- Repaired chiller on circuit #2 at UTPD.
- Repaired bakery walk in cooler at Presidential Court.
- Repaired process chilled water system and boiler #1 at JARTU.
- Repaired Johnson controls on glycol pumps at Min Kao.
- Rebuilt secondary chilled water pump at Plant Biotech.
- Repaired REF leaks and charged the system at Crops Genetics Laboratory.
- Repairing condensing unit.
- Repaired walk-in cooler at Volunteer Hall.
- Repaired building heating system leak at Hesler.
- Assisted plumbing shop with chilled water leak and building heating outage at Claxton.

Electrical Services:

- Daily 1-800's.
- Repaired devices and cleared alarms at Sigma Kappa, Dabney, Lake Ave, Brehm, S&E, Zeta Tau Alpha, Reese Hall, Robinson Hall, TREC, 1848 Frat Park, JARTU, Rocky Top Dining, and Laurel Hall.
- Assist Simplex in yearly fire alarm inspections at UT Conference Center.
- Disabled/Enabled devices for Plumbers at Brehm and S&E.
- Assisted MASCO with daily pump tests across campus.
- Checked on wiring at 520F and 519 doors in Mossman.
- Check main entrance door strike at UTFS.
- Checked JW Mall gate power issues.
- Changed batteries on controller 6 at TBA.
- Checked duct detector in alarm at Middlebrook Pike Building.
- Check on remote arming terminal at Communications.
- Troubleshooting and repair of emergency power at Andy Holt chiller.
- Monthly meter readings.
- Installation of GFCI receptacles at Hesler Biology Building.
- Troubleshooting and repair of AC Unit at Bass Building.
- Installation of new branch wiring at Baseball.
- Preparation for upcoming power outage at SERF.
- Troubleshooting and repair of receptacle on 3rd floor at Dunford Hall.
- Troubleshooting and repair of lighting circuits in women's room at Communications.
- Repaired cubicle lighting at Haslam Business.
- Responded and started preparations for repairs of South Carrick Hall electrical fire.
- Meeting with contractors for panel board upgrade at Ut Drive Building A.
- Working on mobile transformer.
- Onsite meeting at South Neyland to go over future demo work.
- Working on terminations for the future SERF outage.
- Testing cable and transformer for North Jumbo Tron at Neyland Stadium.
- Disconnected power and made area safe due to fire at

UTILITIES CONTINUED ON PAGE 6

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UTILITIES CONTINUED:

South Carrick.

- Performed maintenance on substations.
- Checking and pumping HV manholes.
- Marking and logging in daily Tennessee 1-800's
- Checking campus lighting and making a list of what is out.

Plumbing Shop:

- Pump steam vaults on campus
- Daily 1-800's.
- Installing storm drain piping at Chamique Holdsclaw.
- Repaired chilled water leak at Claxton Chiller Building.
- Replaced steam regulator at Hesler Chiller Building.
- Repaired steam leak at Vet School.
- Snaked the main line in the basement at the Steam Plant.
- Cut out a drain for the washer at the Vet School.
- Repaired a 2" cast iron pipe leaking in the ceiling at the West Skybox in Neyland.
- Repaired a leaking flange on the hot water at the East Skybox in Neyland.
- Repaired leaking backflow at Dougherty Engineering.
- Repaired a leaking union in room 425 at Claxton.
- Demo and capped off water and drains at A&A.
- Replaced 2" ball valve and coupling on cold water in Nielson Physics.
- Replaced shut off in restrooms at UT Conference Center.

Steam Plant

- Repaired and unstopped floor drains and AC drain line.
- Worked on packing for steam feed water pump.
- Level meter for Boiler #2.
- Calibrated conductivity meter.
- Worked on chemical pump wiring and new relays.

CONSTRUCTION SERVICES

- Alpha Tau Omega: Interior fence for storage area; Replace water fountain
- 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 215A; Office furniture 201 and 213; Electric work in 103B; Renovate 455 for laser printers, etc.

- Austin Peay: Repairs to 410E; Paint 312B
- Ayers Hall: Install lockers in G012; Soundproof doors 208 and 247; Access control for 227L
- Bailey Education: Paint and carpet A414; Paint 231, 511, 513, 516, 517; Replace lockset A502
- Baker Center: Push button lock for 330; Paint 213
- Bass Building/Body Farm: Clearing and new fences for Body Farm expansion
- Black Cultural Center: Stain the reception desk
- Blount Hall: Paint and carpet 104 and 105
- Burchfiel Geography: Paint, cabinet reface and floor polishing 318; Furniture for 318 and 304C
- Campus: Replace elastomeric couplings on fire pumps with metal grid couplings; Refurbish outdoor basketball courts behind Fraternities; Armed Forces Memorial; Classroom Renovations for Summer 2022; Concrete pad install and set statue of Smoky 11; Bike racks in Vol Parking Garage; Repair fallout under sidewalk at Cherokee Farms
- Ceramics: Repair work to Seigy kiln
- Claxton Building: Rework Dean's suite 344L; Painting, etc. 203A; Paint 225; New rooms 407; Paint 442 and 447
- Communications: Renovate 302B; Paint 66B, C, D, 107M, 473, 462; track lighting 089; Paint and other work 81
- Composting: New stairs for office trailer
- Conference Center Building: Paint 211 and 311E; Move State Comptroller 307; New sign 432; Push button lock 309; Paint suite 412
- Dabney Buehler: New HVAC units 550, 552, 553; Replace fume hoods in 408, 507, 508, 607, 608; Paint 481; Install dishwasher 302
- Delta Tau Delta: Repairs from vandalism
- Dougherty Engineering: Carpet 407, 407A, 407C; Renovate 101 for welding and robotics lab; Painting 508
- Dunford Hall: Paint 2633 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 414; Patch and paint on 2 and 5

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- Food Science Building: Renovate 215 for Creamery kitchen
- G7 Parking Garage: Replace transformer and electric panels
- G16 Parking Garage: Car counting system
- Glazer Building: Renovation for classroom
- Greve Hall: Renovate G005 for Smokey's Pantry; Year around steam to HVAC units on 1st floor
- Hesler Biology: Paint and carpet 541
- HPER: Paint 336 and 330
- 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 258; Paint 513; Paint 43
- Hesler Biology: Expand cage on loading dock
- Hodges Library: Renovate 252; New lighting and painting 199A; Paint, carpet, millwork 605; Seal serving line floor in Starbucks; Paint 552
- International House: Divide 110 into 2 offices
- Jessie Harris: Expand server room 208/209; Build offices in 102; Paint 239 and 414; Paint 236
- Jewel Building: New garage door for basement
- JIAM: Electric work G026; Install utilities to ventilated cylinder cabinet; Cylinder straps, electric and chilled water 158B; Project for 5G Research G004: Lab utilities 258A
- Kingston Pike Building: Install Opticool rack system; Renovate 135 into on-line studio; Renovate south end of 135-cubicles, paint, flooring; Paint 121; Paint 133
- Lindsey Nelson Stadium: Electric and fire suppression 208
- McClung Museum: Panic buttons in lobby; Complete saw installation in shop
- McClung Tower: Vinyl flooring 5; Paint and carpet 609 and 613; LVT flooring and paint 716
- McCord Hall: Lab renovation 054;
- Melrose: Sign E section; Paint G202; New furniture G301 and G302; Paint G102; Paint glazed brick in G stairways
- Middlebrook Building: Carpet in suite 221; Add a door with access controls to 2nd floor office suite; Carpet 201-210
- Min Kao: Sediment trap on chilled water 117; Make 401K an office
- Morgan Hall: Paint 126C and 102A; Power and data for monitor 302F1; Paint 105 and 105A
- Music Building: Paint and electric work 131
- Nielsen Physics: Remodel room 217 into a lab
- Perkins Hall: Fire Marshal POCA list
- Pi Kappa Alpha: Renovate bathrooms
- Plant Biotech: Paint 232; Install new lighting in 156 and 157
- Pratt Pavilion: Camera raceways on roof
- SERF: Utility work and drains for polisher in 309; Emergency power 510
- Sigma Kappa: Remove a section of wall to open room; Paint and flooring; Install chandeliers; Electric circuit for exhaust fan; Kick plate for the back door
- SMC: Signage for 2nd floor; Carpet 303; Receptacle in 228; Paint 306A; Door film on 2nd floor; Move Faculty Members on 6; Sound dampening system for 2nd floor
- South Carrick Hall: refinish tub 103
- South Greenhouse: Repair cooling units
- Stokely Hall: Repair shower pan
- Student Health: Repair flooring seams on 1st floor; Replace back entry door adding ADA operator
- Student Rec and Fitness Center: Replace lighting
- Student Services: Paint 401F; Renovate Suite 413
- Student Union: Refresh Chick-fil-a; Painting in Suite 383
- TREC: renovate space for Blenz
- Taylor Law: Replace sound panels 132, 135, 136, 241, 242
- Third Creek Building: Add for emergency messaging to fire alarm system
- Tickle Engineering: Alterations to 503 for offices and meeting space
- UT Drive Services Building A: Paint bookcases 208B; Paint 1st floor rooms and corridor; Add a sidewalk; Paint 10 office doors on the 2nd floor
- UT Drive Services Building B: Renovation 101 for sculpture studio; Exhaust, electric and cylinder rack for wind tunnel
- Vet Med Center: Utility connections for sanitizer
- Volunteer Hall: Painting on 7 and 8
- Vol Shop Cumberland: Lighting and slat wall repair in the Vol Shop
- Zeanah Engineering: Install plaques; Add for emergency messaging to fire alarm system; Chilled water manifolds; Additional electric work in wood and metal shops; Make lab space 517
- Zeta Tau Alpha: Paint bathroom; Poles for outdoor lights; Replace some indoor lights; Remove wall in tv area and parlor; Remove hump in shower floor; Pulley system for porch/banners; Misc. painting

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- 1610 University Ave.: Repair crack in building brick veneer
- 1817 Melrose Avenue: Carpet the stairs
- 11th Street Garage (UTPD): Office cubicle for 132
- 22nd Street Duplex: Painting, 1 door replacement, ramps

T FACILITIES SERVICES **Employee Comment Box Locations:**

- Facilities Services Complex Break Room
- Facilities Services Shop Area
- Steam Plant (near time clock)
- Steam Plant Hill (Landscape Supply Room)
- Hodges Library 1st Floor Service Hallway
- SERF Outside of Room 426
- The electronic employee comment box can be found at tiny.utk.edu/fscommentbox.



To suggest an additional box location, or for more information, please contact Sam Ledford at sjones80@utk.edu.

Help us

Rename

The Facilitator

"The Facilitator" is a name that has served us well for six years, but as UTFS and the university move forward, we think it's time to try on a new name. That's where you come in!

Submit your ideas to rename "The Facilitator" to Sam Ledford at sjones80@utk.edu

Winner will receive recognition for their contribution, a swag bag, and a \$50 VolCard gift card

