

Facilities Services Weekly

January 30, 2023

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

Click [here](#) to listen to announcements.

Congratulations, Beth O'Neill!

Congratulations to our January 2023 Employee of the Month, Beth O'Neill! Beth is an incredible part of our Training team and a fixture in New Employee Orientation, but she's also responsible for the incredible Facilities Services football video that was sent to staff last week. (Click [here](#) in case you missed it.) Beth puts heart and enthusiasm into all she accomplishes, and the Facilities Services team is made better because she's here. Congratulations, Beth! You deserve this honor!

Applications Open for Bob Evans & John C. Parker Scholarships - Deadline is 1/31

Don't forget! Applications for the Bob Evans and John C. Parker Scholarships are due by Tuesday, January 31. An application for each scholarship is included at the end of the newsletter. Print copies are available at Sam Ledford's desk.

Upcoming OPR Training Sessions

Upcoming Training: Beginning in early February, training sessions will be offered that contain a brief summary of the OPR Performance Review process (introduced to Facilities Services for the 2021 Review period), and a more detailed overview of the evaluation scale that we are now asking all supervisors to use. All supervisors are welcome, whether you are new to a supervisory position and are doing your first employee evaluations, or you are an old hand at the annual review but would like a better understanding of how our standardized rating system has changed. All sessions will be held in FSC 101.

Sessions are scheduled for:

Thu, Feb 2, 9 am

Thu, Feb 2, 2:30 pm

Tue, Feb 7, 9 am

Thu, Feb 9, 5:00 pm

Wed, Feb 22, 2:30pm

Training New Student Assistants, Temps & AmeriCorps Members

Just a reminder! Make sure any new student assistants, temporary employees and/or AmeriCorps members stop by Training to complete their required OSHA training and to receive their FS name badge.

training to check it out!

ADMINISTRATION

Special Projects:

- TCO Inventory

BUILDING SERVICES

- No new report.

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OPERATIONS CONTINUED:

OPERATIONS & LANDSCAPE

Landscape Services:

- Welcome new team member: Ryan Sheehan (Tree Care Technician)
- Landscape Academy: Beginning a new series of refreshed training for all team members
- UT Ag Extension Grounds Mgt Short Courses: Landscape personnel holding their TN Pesticide Applicators Certification attended the annual CEU courses on January 19 & 20.
- Lindsey Nelson Stadium: Remove trees, grade, and prepare site along Todd Helton Drive for expansion of The Porch.
- Landscape bed cleanup and pruning back ornamental grasses in preparation for mulch install (cont)
- Sorority Village: Backfill and restore event lawn following repair of leaking geothermal system (cont)
- Arboriculture: Finalize winter planting locations and tree order list (cont)
- Irrigation Systems: GPS locate all underground valves, meters, and components. (cont)
- Blanket Landscape Installation Contract: Work with UT Procurement on bid package (cont)
- Vet Med Addition: Attend progress meetings and work with contractor during installation of irrigation and landscape improvements. (cont)
- TREC: Provide excavation support to the Plumbing team for repair of steam condensate leak (cont)
- Morgan Hall: Participated in monthly progress meetings for window replacement/brick tuck-pointing in order to discuss protection of the landscape (cont)
- College of Law: Working with FS Design on landscape enhancement plans. (cont)
- Ayres Hill ADA staircases: Coordinate with FS Design on landscape plan for new staircases (cont.)
- Recruiting to fill vacant positions

Sanitation Safety:

- Completed pest control requests

ZONE MAINTENANCE

Zone 1:

- Students returned this weekend.
- Keeping up with the work orders as they come in.

Zone 2:

- No new report

Zone 3:

- No new report

Zone 4:

- Repaired an exhaust fan at the Student Union Phase I
- Repaired a hot box and a spray arm at the Student Union Phase II
- Repaired an air handler at Hess Hall
- Repaired a cold hold box and a steam kettle at Rocky Top Dining
- Working on a cold water issue at Thompson Boling Arena
- Repaired a toilet and unclogged floor drains at Volunteer Hall

Zone 5:

- Neyland Stadium: checked and made repairs as needed after Junior Day and ahead of recruitment
- Allan Jones Aquatic: checked and adjusted chemicals in pools and changed a motor in AH #6
- Football Complex: checked and adjusted chemicals in pools and filter changes
- Regal Soccer: checked and made repairs as needed, worked on 2 toilets in the women's room
- Cronan Volleyball Facility: changed all filters
- All throughout zone General building maintenance.

Zone 6:

- No new report

Zone 7:

- Helping Belfor around zone
- Daily building checks
- Training new hires

Zone 8:

- We are working with Tremco to identify leaks on several of our buildings.
- We have been upgrading the classrooms at Morgan Hall

ZONE MAINTENANCE CONTINUED ON PAGE 3

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ZONE MAINTENANCE CONTINUED:

- with new LED fixtures.
- We are upgrading the electrical outlets in Greenhouse 14.
- We are completing all of our Archibus work requests for the month of January.

Zone 9:

- We have a roof leak at the Glazer and Middlebrook buildings that we are going to have Tremco address.
- Our monthly Archibus work requests are our area of focus this week.
- We have been doing all of our routine preventative maintenance on our air handler units this week.

ZM Specialties:

- Boarded up windows at Joe Johnson bus stop on AG Campus
- Secured window at Temple Hall
- Worked on glass storage racks at Concord Specialties shop
- Repaired decking under door threshold at Cowan Cottage
- Assisted with aerial lift training
- Repaired fume hoods by resetting Strobic exhaust system at Dougherty Engineering
- Refueled generators at Haslam Business and SMC
- Transported lifts to various campus locations
- Installed door closer at Andy Holt Tower
- Corrected fan, pump, and fan-coil unit equipment data for Mossman
- Corrected air handler equipment data for ETREC Johnson and scheduled PM

Lock & Key Services:

- Min Kao – repair lock
- Art & Architecture – install combination lock & plate
- Dabney/Buehler – assist maintenance repairs
- Alumni Gym – secure doors
- Mossman – repair lock = fell apart
- HPER – repair locks
- TVA Greenhouse – repair basement door
- Biosystems – install combination lock
- Front Office – Processing Key request, key pickup and drop off
- ON Campus – assisting as needed

- University Housing – many recores and repairs, assisting as needed

UT Office of Sustainability/Recycling:

Weekly Recycling Totals:

- Bottles/Cans: - 1,940 lbs.
- Paper: - 9,360 lbs.
- Cardboard: - 19,120 lbs.
- Weekly Total: - 28,480 lbs.

Fiscal Year Recycling Totals:

- Bottles/Cans: 134,437 lbs./ 67.22 tons
- Paper: 222,240 lbs. /111.12 tons
- Cardboard: 184,620 lbs./92.31 tons
- Pallets: 159,972 lbs./79.99 tons
- Electronics: 5,893 lbs./2.95 tons
- Batteries: 1,978 lbs./0.99 tons
- Plastic Film: 2,242 lbs./1.12 tons
- Scrap Metal: 102, 685 lbs./51.34 tons
- Yearly Total: 814,066 lbs./ 407 tons

- Campus Race to Zero Waste has officially begun!
- The UT Grow Lab has a new student manager, Taylor Swan
- The Mug Project is officially relaunching with new advertisements!

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:

Upcoming Training

- APPA has already started a great list of webinars available to all of us for free! Take a look at the list of available learning opportunities at the link [here](#). Register now for those that are in a topic area that interests you. If you have your CEFP, AIA, or any other professional certification, register

COMM & INFO CONTINUED ON PAGE 4

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COMM & INFO CONTINUED:

for these webinars to work on your continuing education credits. Bookmark the link above to check in throughout the year for additional learning opportunities.

- STRIDE for Staff is a great tool and resource for all staff who will serve on exempt and non-exempt searches. To register for any STRIDE for Staff session, log into K@TE, access the event calendar, and click on the session title for the date and time you wish to attend. UT Knoxville will host STRIDE for Staff sessions on the following dates:

1. February 16, 9:00 – 10:30 a.m., Virtual
2. March 23, 9:00 – 10:30 a.m., In-person
3. April 20, 9:00 – 10:30 a.m., Virtual

Training News:

- **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:

- Working to repair damage from Microsoft Update Error.
- CUP installations
- NetReg Management
- Training

UTILITIES SERVICES

A/C Services:

- Assisted contractors with exhaust fan issues at A&A.
- Repaired steam issue at Nursing.
- Trouble shot economizing issues at Tickle Building.
- Set parameters in tower pump VFD at Humanities.
- Began trouble shooting steam issue at Walters Life.
- ERC training.
- Replaced and repositioned 4 float valves in the cooling towers at SERF.
- Rebuilt heating water pump No. 1 at TBA.
- Rebuilt both heating water pumps and repairing multiple coils serving AHU's at Walters Life.
- Repaired chilled water coils on AHU P-2 at Mossman.
- Repaired chilled water coil on AHU No. 7 at the Neyland West Skybox.

- Repairing No. 2 chiller at Humanities.
- Completing installation of the new chiller at Middlebrook Pike Bldg.
- Repaired steam control valve for building heat exchanger and repaired an air compressor at TBA.
- Repaired gas furnace to RTU No. 1 at Glazer.
- Repaired ice machine at Anderson Training Center.
- Repaired air dryer for compressed air system at Andy Holt Towers.

Electrical Services:

- Repaired devices and cleared alarms at Laurel Hall, 1808 Fraternity Park, Morgan Hall, Jessie Harris, Stokely Hall, Reese Hall, Kappa Delta, 1812 Fraternity Park, 1844 Fraternity Park, TBA and Dabney Hall.
- Disabled and enabled devices for AC shop at Mossman, Neyland Stadium, and Ayers Hall.
- Fire watch for Winter Jam at TBA.
- Assisted Simplex in changing smoke detector into heat detector at the Student Union and TBA.
- Assisted MASCO with repairs and daily/monthly pump tests.
- Installation of communications raceway at Laurel Substation.
- Troubleshooting and repair of lighting controls at Zeanah Engineering Building.
- Replacement of defective ATS at Hesler Biology Building.
- Troubleshooting and repair of sign at Clarence Brown Theatre.
- Troubleshooting and repair of lighting at Student Health 113C.
- Installation of electrical power for VFD at Humanities garage mechanical room.
- Troubleshooting and repair of power at Hess Hall Room H308.
- Troubleshooting and repair of lighting circuits at Burchfiel Geography Building.
- Troubleshooting and repair of exhaust fan at Student Union Chick-Fil-A.
- Attendance of Emergency Management Class at FSC 101-2.
- Troubleshooting and repair of lighting at Student Health Room 113C.
- Troubleshooting and repair of power at Clement Hall.
- Installation of new panelboards at Softball Field.

UTILITIES CONTINUED ON PAGE 5

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UTILITIES CONTINUED:

- Procuring materials for installing new LED fixtures on pole lights at Sorority Village.
- Running new piping between column pole lights at Lake Ave G-11.
- Onsite meetings to locate areas for fallout repair at Cherokee Farms.
- Performing Substation maintenance (checking and filling the batteries, running the generators, and checking and logging the gas readings) to both Laurel and Main Substations.
- Checking on backordered panels for Softball.
- Meeting with GC and Electrical contractors to go over plans for the South Phase at Neyland Stadium.
- Meeting with UTREC Plant Science Unit about installing utility poles for new project.
- Working with TA to order meters for the food truck project.
- Assisting Simplex with running wires to the gate at Sorority Village.
- Assisted TA with locating old panels and feeds at the Neyland Stadium Maintenance Wood Shop.
- Checked on lighting and troubleshooting power at Pat Head Summitt Statue
- Connecting and disconnecting temporary power to TV trucks at Regal Soccer.
- Onsite meeting with Massey Electric about replacing 2 damaged manholes at Cherokee Farms.
- Checking and pumping HV manholes.
- Marking and logging in daily Tennessee 1-800's
- Monthly meter readings.
- Checking campus lighting.

Plumbing Shop:

- Repaired hot water at the Student Union.
- Unstopped drain at Hodges Library.
- Unstopped sink drains at South Carrick.
- Replaced cast iron drain at North Carrick.
- Unstopped sewer at Crops Genetics.
- Repaired a leak in the multi-purpose room at Reese Hall.
- Replaced hot water valves on the 46 and 47 stack at North Carrick.
- Repaired drains that are backing up at Volunteer Hall.
- Unstopped drains at Alpha Delta Pi.
- Repaired hot water in the kitchen at TBA.

- Replacing mixing valve at Delta Zeta.
- Pump steam vaults on campus.
- Daily 1-800's.

Steam Plant:

- Installed new flow restrictors on Aux softeners.
- Replaced regulator on #5 boiler.
- Cleaned containment area on aux softeners.
- Tightened packing on valves around plant.
- Ordered parts for new air supply manifold.
- Checked regulator on heater.
- Cleaned up around plant.

CONSTRUCTION SERVICES

- Allan Jones Aquatic: Add vent for Paddock evacuator
- Alpha Delta Pi: Renovate 1st floor restroom
- Andy Holt Tower: Renovate 7th and 8th floors
- Art and Architecture: Renovate 455
- Austin Peay: Paint and carpet 301E
- Ayers Hall: New work station 313
- Bailey Education: Electric A232; Remove shelving on 2nd floor; Paint and carpet A227; Paint and carpet several rooms on 3rd floor; Paint and carpet 413, 419, 420
- Baker Center: New offices on 3rd floor
- Bass Building/Body Farm: Replace storage shed
- Biosystems Office Building: Wiring for cubicles
- Burchfiel Geography: Divide 402 and 403 into smaller rooms
- Campus: Refurbish outdoor basketball courts behind Fraternities; VFI winners 2022; Trash and recycling pads on Lake Ave.; Aramark assistance at several locations; Water meters for cooling water make-up; Change pole banners in 21st Mortgage Plaza
- Claxton Building: Carpet 302, 303, 442; Remove Cabinets and door-patch and paint 425
- Communications: Fire Alarm paging; Weatherproof TVs on patio; Paint 81, 91, 275, 283, 420B, 343, 451J, 472
- Conference Center Building: Move State Comptroller 307; Paint and carpet 4th floor; Utility connections for leased dish machine 402A; Renovate Suite 313; New ceiling tile in Suite 311

CONSTRUCTION CONTINUED ON PAGE 6

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CONSTRUCTION CONTINUED:

- Dabney Buehler: Replace fume hoods in 408, 507, 508, 607, 608; Install dishwasher 302
- Dougherty Engineering: Renovate 101 for welding and robotics lab; Paint and carpet 423
- Early Learning Center: Fire Alarm paging White Ave.; Work on White Ave. playground
- Equity and Diversity: Install a ramp
- Facilities Services: Modifications to compressor; Reinstall wind turbine; Add grill in supply duct equipment 101
- Food Science Building: Renovate 215 for Creamery kitchen
- Glazer Building: Renovation for classroom
- HPER: Paint 331, 336, 330, 351, and 360A2; Fire Alarm paging; Paint and repairs B025A; Paint and carpet 119
- Haslam Business Building: Combine 319 and 320 for offices; Renovate 308 for Marketing & Comm. staff; Switch access controls to UTPD server; Floor receptacles 201; Wall receptacles 327; Cloaking film for conference room; Add glass to doors 443, 444, 445; Remove cabinets, paint and flooring in 445; Install receptacle 443; Repaint wall in 406
- Hesler Biology: Electric work 103 and 114; Additional room exhaust 544; Rework HVAC and add mini split 234; renovate 104 and 105 for labs
- HPER: Install concrete pit 135E; Paint and floor repair B025A
- Hodges Library: Voice transmittal over Fire Alarm; Replace elevator lobby lights 3-6; Replace 6 light fixtures in Special Collections; Repair loading dock; Ceiling and light work in Comm. Closet
- Kingston Pike Building: Rework cubicles in 103 and 132; Access control on back door; Add an outlet in the caged area
- Lindsey Nelson Stadium: Electric and fire suppression 208
- McClung Museum: Raceways for wireless access points; Paint and floor work in Egypt gallery
- Middlebrook Building: Add a door with access controls to 2nd floor office suite; Raceways for wireless access points; Renovate 103-110; Shelving for Vol Shop
- Morgan Hall: Paint 104 and 308F
- Mossman Building: Access controls 221; Remove door and casework 625A; Electric work 229
- Nielsen Physics: Make 404 an office
- Nursing: Electric work 306C
- Panhellenic Building: POCA Renovations
- Pendergrass Library: New entry doors
- Perkins Hall: Electric work S001
- Phi Delta Theta: Install new flood lights
- Pi Kappa Alpha: Renovate bathrooms
- Plant Biotech: Reroute sewer line; Replace grow lights 321
- Plant Science Unit (Alcoa Highway): Guardrail and ditch work on new road
- Presidential Court: Security fence around HVAC unit
- SERF: Utility work and drains for polisher in 309; Renovations for 106 and 108
- Sigma Chi Fraternity: Replace window and add bottle filler; Replace HVAC system
- SMC: Door film on 2nd floor
- Sorority Village: Add card reader to gate
- South College: Paint and flooring 101 and 101A
- Steam Plant: Gates and bollards
- Strong Hall: Lab renovation in 720F; Add ventilation to equipment 324
- Student Aquatic Center: Paint locker rooms 107 and 108
- Student Health: Renovate 288A and 288B for offices; ADA operator and access controls 1st floor door; Fire Alarm paging
- Student Rec: Remove wall between studio 8 and 10
- Student Services: Paint 201L, 401F, 401G, 401H; Renovate Suite 413; Fire Alarm paging
- Student Union: Painting in Suite 383; Hold open closers on 2 connector doors; Additional electric and lighting upgrade 383H; Electric work in 191I; Paint 1 orange wall in 371C and 371E; Move Big Orange Pantry to Smokey's Closet
- Taylor Law: Paint and carpet floors 1, 2, 3; Paint 249; Refurbish patio
- Temple Hall: Paint 2nd floor corridor; Blinds in classrooms
- Thompson-Boling Arena: Replace drain line; Repair handrails on bridge; Electric for pizza oven
- Tickle Engineering: Alterations to 503 for offices and meeting space
- UT Drive Services Building A: Shelving 128
- UT Drive Services Building B: Renovation 101 for sculpture studio; Anchor air tank 107
- Volunteer Hall: Paint stairways
- Walters Academic: New work station A303; Renovate D205
- Zeanah Engineering: Additional electric work in wood and metal shops; Door controls and electric work 313, 315, 317;

CONSTRUCTION CONTINUED ON PAGE 7

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CONSTRUCTION CONTINUED:

Electric and lab exhaust 402; Move lab from SERF 108 to 517; Connect CNC milling machine G117; Add a door to 210B; Electric work in G112; Door holders for 4th floor Dean's suite; Utility connections for polisher in 111; Exhaust work in 237; Modify DI water in 212

- Zeta Tau Alpha: Paint bathroom; Replace some indoor lights; Interior painting
- 1610 University Ave.: Hold open on corridor door
- 1817 Melrose Av.: Install a door between 101 and 102
- 2023 Classroom Upgrades: Renovate several classrooms on campus
- 22nd Street Duplex: Make restroom accessible

Helpful Hints from the Haberdasher

Oh No My Uniforms Don't Fit Anymore!

If your uniform no longer fits the exchange process is VERY easy, but involves a few steps to assure quick replacement.

- 1) **Bag-&-Tag ONE item (1 shirt or 1 pair of pants).** This means placing the item(s) in a clear bag with a yellow or orange tag that simply states the new size needed. For example: "Need 2X" or "Need 36x32"
- 2) Just slip the tag between the bag and the garment so it can be seen from the outside.
- 3) Place bag in the short Mending bin.
- 4) Send an email to me: TheHaberdasher@utk.edu telling me what you did and the size you requested.
- 5) **The supplier will deliver the full amount of new sized uniform pieces to me.**
- 6) **I will email you and your supervisor/foreman the new size has been delivered.**
- 7) **I will hold onto the new pieces until I receive the old sets from you or your supervisor. Missing pieces will be charged to the shop and reported to your supervisor/foreman.**
- 8) You cannot keep the old sized uniforms! We rent the uniforms and are charged for all items not returned when someone changes sizes or leaves UT.
- 9) If you have ANY questions about uniforms please don't hesitate to contact me, Jim Tolbert, at 974-2347 or TheHaberdasher@utk.edu



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

FACILITIES SERVICES

APPLICATION: Bob Evans Memorial Scholarship Fund

Student's Name: _____

Student's SSN: _____

Student's Cumulative Grade Point Average: _____

High School or College (circle one)

Nominated By: _____

Nominator's Personnel #: _____

Signature

Relationship to Student: _____

(Parent, Grandparent, Step-Parent, Step-Grandparent)

Date of Application: _____

(January 31, 2023 Deadline)



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

FACILITIES SERVICES

APPLICATION: John Parker Memorial Scholarship Fund

Student's Name: _____

Student's SSN: _____

Student's Cumulative Grade Point Average: _____

High School or College (circle one)

Nominated By: _____

Nominator's Personnel #: _____

Signature

Relationship to Student: _____

(Parent, Grandparent, Step-Parent, Step-Grandparent)

Date of Application: _____

(January 31, 2023 Deadline)