

Facilities Services Weekly

April 3, 2023

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

Click [here](#) to listen to announcements. Comment box responses are on page 9.

Departmental Zoom Meeting Postponed to 4/13

Our monthly departmental Zoom meeting has been postponed to April 13th at 4pm. A Zoom link will be sent out next week.

Upcoming Retirement Parties

Leo Pedigo will be retiring April 28, 2023. His breakfast reception will be Thursday, April 27, 2023 at 8am in Facilities Services conference rooms 101/102.

Upcoming Facilities Fundamentals Workshop: Home Organization

Mark your calendars and plan to join us on Thursday, April 13 at 12pm for our Spring 2023 virtual workshop – Facilities Fundamentals: Home Organization. Construction Services' own Greta Buckman will be sharing tips and tricks for home organization. A link will be sent out to registrants the week of the workshop. Click [here](#) to register today!

Helpful Hints from the Haberdasher

Please familiarize yourself with the Helpful Hints from the Haberdasher sheet. It provides valuable information on: 1) How to get your uniforms to follow you to your new work location on campus 2) get new sizes and 3) How to return your uniforms when leaving UT.

If you don't have a copy of the Helpful Hints, just email me at TheHaberdasher@utk.edu and I will be glad to send you a copy, or stop by my desk (at FSC upper lever, 2nd row from the windows). I have several copies clipped to the divider at the corner of my desk on the aisle way – help yourself to one.

BUILDING Services

- Floors on 6,5,4,3,and 2 were dust mopped, and ride on scrubber used on them
- Entry glass cleaned/rugs vacuumed
- Classrooms vacuumed, boards cleaned, chairs and tables lined up and wiped off
- Large auditorium on 5th fl was blown out with leaf blower from top to bottom and spills were mopped up, boards cleaned, and countertops dusted and wiped down
- 3 offices, 1 bathroom, and large lab floors on 7 were stripped and 3 coats of wax have been applied
- Graduate Student areas on 4th floor and 6th floor have been dust mopped, trash removed, and mopped well to remove spills, and filth off of floors
- 2 labs on 4th floor have separate kitchen areas floors in both were swept and mopped
- Several staircases swept and dusted
- Student Union: The T380 has been scrubbing the floors on the first-floor phase 1, G3, G2, G1, L1 and inside the Vol Shop.

The monumental stairs have been swept and mopped. Cob webs have been removed from the ATM entrance on G2. Spot cleaning carpets in various event rooms as needed. Dressing rooms and their restrooms were cleaned. We had our weekly zone meeting.

OPERATIONS & LANDSCAPE

Landscape Services:

- SEC Landscape Conference: The Landscape Services Management Team are attending this 2nd annual conference.
- CDL Driver Training and Licensing: Alexander McConnell is attending a four week course which includes course instruction, on-road training, and licensing test.
- Military War Dog Memorial: Landscape irrigation and planting renovation in preparation for the 25th anniversary celebration in July.

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LANDSCAPE CONTINUED:

- Urban Forest Master Plan (City of Knoxville): On-going collaboration with the city during plan development and providing support for upcoming presentation and input forum on campus for students, faculty, and staff.
- Morgan Hall: Reduction pruning in preparation of scaffolding installation associated with a roof repairs, window replacement, and brick tuck-pointing project (cont)
- Hops Yard Research Project Support: Start installation for 80 utility poles and cabling structure for UT Agriculture in preparation for a long-term research project (cont)
- College of Law Landscape Renovation: Order materials and schedule installation work for April (cont)
- Carrick Hall: Plan for surface repairs following the excavation support for steam and condensate repairs (cont)
- Sorority Village: Plan for surface repairs following the excavation support for two geothermal repairs (cont)
- McCord Hall: Plan for surface repairs following the excavation support for new sanitary sewer connection (cont)
- Neyland Drive Campus Entrances: Demolition and installation of landscape renovations. (cont)
- Sidewalk project between G-16 and Haslam Practice Field: Installation of decorative stone. (cont)
- Providing annual team member performance evaluations (cont)
- Vet Med Addition: Participate in the final irrigation and landscape punch list walk with the designer and contractor (cont)
- Landscape bed cleanup and pruning back ornamental grasses in preparation for mulch install (cont)
- Landscape Academy: New series of refreshed training for all team members (cont)
- Sorority Village: Restore event lawn following repair of leaking geothermal system (cont)
- Irrigation Systems: GPS locate all underground valves, meters, and components. (cont)
- Blanket Landscape Installation Contract: Work with UT Procurement on bid package (cont)
- TREC: Provide excavation support to the Plumbing team for repair of steam condensate leak (cont)
- Ayres Hill ADA staircases: Coordinate with FS Design

on landscape plan for new staircases (cont.)

- Recruiting to fill vacant positions

Rapid Response Team:

- Events: Mossman, Vet School, Student Union Ballroom, Phi Delta Beta Fraternity, Neyland Stadium Lauricella Center, Nielsen Physics, Delta Gamma Sorority, Student Union Plaza, Art & Architecture Atrium, Alumni Memorial Building, Zeanah Engineering Building, Strong Hall, Circle Park.
- Lab Equipment Relocation: SERF, McCord Hall, Plant Biotech(2), Austin Peay.
- Office Moves: NEB(3), UT Drive Building C & A, Temple Hall, Andy Holt Tower(2), Henson Hall, Dougherty Engineering, Bailey Education Complex, Art & Architecture, Student Union Phase II, Buehler, Howard Baker Center, Claxton Education, Ferris Hall, Cherokee Mills, Conference Center Building, Middlebrook Building, Tickle Building, Greve Hall.
- Banners/Miscellaneous: Banner maintenance across campus, Assisted Arena with moving for concert preparations.

Sanitation Safety:

- Completed pest control requests

ZONE MAINTENANCE

Zone 1:

- Staying caught up on work orders.
- Got chillers cleaned in zone 1.
- Getting extra units ordered for Stokely hall.

Zone 2:

- Cleaned cooling towers at Humanities
- Answering calls
- Unlocking doors.
- Changing filters at Andy Holt and Student Services
- Replaced steam traps at Music

Zone 3:

- Zone 3 is working on roof repairs at Hoskins Library

Zone 4:

ZONE MAINTENANCE CONTINUED ON PAGE 3

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ZONE MAINTENANCE CONTINUED:

- Repaired pass-through warmer box in the Student Union Phase II
- Replaced an exhaust fan and dish machine at Anderson Training
- Repaired a dish machine EF motor at Stokely
- Replaced a leaking HatCo water tank at Thompson Boling
- Repaired a cooler at Rocky Top Dining
- Worked on fryer connections at the Cumberland Ave. Food Court

Zone 5:

- Neyland Stadium: checked and made repairs as needed and worked on changing flush kits on 3rd floor north, 3rd floor east, and 2nd floor east through west
- Allan Jones Aquatic: checked and adjusted chemicals in pools
- Football Complex: checked and adjusted chemicals in pools
- Sherri Parker Lee Stadium: worked on stadium check and repairs after of Alabama
- Lindsey Nelson Stadium: Checked and made repairs after Texas A&M
- Goodfriend Tennis: made repairs after Texas A&M and ahead of Mississippi and Kentucky
- All throughout zone General building maintenance.

Zone 6:

- No new report

Zone 7:

- Daily building checks
- Replacing AHU 5 belts
- Cleaning coils

Zone 8:

- We have been working on exterior lighting at the Plant Biotech building.
- Our One-Call team has been busy recently with every type of call you can imagine.
- We are upgrading the lighting in the stairwells at the Plant Biotech building.
- We are replacing outlets in Greenhouse 14 to upgrade to new GFCI outlets.
- We are working on exterior lighting at the CRC Material Science and Environment & Landscape buildings.

Zone 9:

- We have been changing filters at the Middlebrook building.
- Our weekly Archibus work requests will be an area of focus this week.
- We have been assembling stand up desks at the 1525 University Avenue building.
- We are working to prepare the small block building at the Middlebrook building for EHS radiations safety.

ZM Specialties:

- Replaced door operator at Haslam Business and Pendergrass Library at Vet Med Center
- Repaired door operators at Presidential Court and Stokely Hall
- Replaced lights at G-16 and G-13 garages
- Transported lifts to various campus locations
- Installing doors in HR suite at FSC
- Replaced door glass at Walters Academic
- Cleaned broken window glass at G-12 garage
- Updating pressure vessel equipment data and inspection certificates
- Scrubbing equipment data for migration to Oracle
- Creating air compressor monthly and semi-annual PMs
- Checked fume hood in SERF for low flow alarm, found to be operating normally
- Checked fume hood in alarm at Dabney-Buehler

Lock & Key Services:

- Neyland Thompson Facility – install lock
- Haslam Business – repair
- Vet. Med. Library – install cores
- Walter's Academic – install combination locks
- Sigma Phi Epsilon – change lock combinations
- Alpha Gamma Rho – door locks issues
- On Campus – assisting as needed
- Front Office – Processing key request, key pickup and drop off
- University Housing – many recores and repairs, assisting as needed

UT Office of Sustainability/Recycling:

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ZONE MAINTENANCE CONTINUED:

Weekly Recycling Totals:

- Bottles/Cans: 2,900 lbs.
- Paper: 10,000 lbs.
- Cardboard: 0 lbs.
- Total: 12,900 lbs.

Fiscal Year Recycling Totals:

- Bottles/Cans: 164,357 lbs./ 82.18 tons
- Paper: 300,820 lbs. /150.41 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: 922,566 lbs./ 461.28 tons

- Since Zero-Waste Softball Games have been implemented, we've observed waste-diversion ratios increase each game, reaching a maximum estimated ratio of 88%
- Staff tabled on campus with the Smokey mascot (he has a specific title, but I don't remember what it is) for Big Green Friday
- The Green Portal Project update has been completed. Keep a look out for the intake survey for new staff that aren't currently in the database. It should be distributed in the coming weeks.

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

- Design Your Life! – This program offers you an opportunity to connect the dots between who you are, what you believe, and what you do to construct a story of meaning and purpose that encompasses your life and career. This process will help you understand why you do what you do, and more importantly, why it matters. To express interest in registering for this course, please contact Rebecca Alcorn at ralcorn@utk.edu.

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:

- Looking for an update or information on the DASH implementation process? Visit <https://liveutk.sharepoint.com/sites/DASHProgram> to learn more!
- Check systems after weekend power outage.
- Setup new Copy/Print/Scan machines in HR, Design and Admin Services
- Setup New Employees
- Finished 2023 Inventory
- Conference Room Assistance
- Adobe reinstallations
- Phone Replacement and Migration
- New Computer Setups
- Phishing email assistance (Good Job Everyone!)

UTILITIES SERVICES

A/C Services:

- Found faulty VFD on AHU 11 at Anderson training.
- Reset fault on return fan at Conference Center.
- Rewired VFD on new exhaust fan at Allen Jones Aquatic.
- Unwired VFD on return fan 8 at Anderson training.

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- Met with the Contractor on installing a new exhaust duct to room 210B at Zeanah.
- Troubleshoot noise issue on exhaust fan for A&A Shops.
- Rewired new VFD for AHU 2 at Law College.
- Resolved ground fault on smoke exhaust fan at Zeanah.
- Reset faulty drive at Neyland Stadium.
- Replaced 2 motors and fans for cooling towers at the Hesler Chiller building.
- Changed out the heat exchanger on the cooling tower at the Hesler Loading dock.
- Repaired the VRF system at Henson Hall.
- Repaired 2 water source units at Geier Hall.
- Restarted five units at Chi Omega.
- Restarted several units at Delta Zeta.
- Changed buildings from heat to cool at Clement Hall, North Carrick, South Carrick, & Reese Hall.
- Piped in a new fan coil in room 239 at Jessie Harris.
- Repaired open cooler at VOL POD.
- Repaired small Freezer at Student Union.
- the hydro-vac trailer to the job site to explore 2 areas in question for the micro-piles. Did 1st hole near the building and down 3' and hit a rock. The new plan is to have heavy equipment start at hole #1 and make it 4'w and 7'deep. Also, for the 2nd area.
- Goodfriend Tennis Indoor lights. Working on troubleshooting issue, the contractor overloaded breakers and also wires shorted out in the J box. Found wires burnt and loose connections. Pulled some new wire to the j. Boxes. The issue seems to be holding.
- B.E.S.S. The building reported a fire panel trouble.
- 20th Street Frat reported to fire panel trouble / Tamper switch issue.
- North Carrick reported a fire panel trouble / Camera room heat detector – too hot in the room.
- Sheri Lee Softball hooked up the TV trailer at Soccer for the softball game. Unhooked after the game.
- Massey Hall reported fire panel trouble/Called-in issue on the fire panel, but devices were already bypassed.
- TBA worked the fire panel for the event of the Bass Masters.
- Bailey Education reported a fire panel trouble. Earth ground coming in and out.
- Checked on the lights on the AG Campus and looked at 1 bollard light.
- Hess Hall reported a fire alarm, checked out the AC unit in room 641 it set the panel off. Reset the panel.
- Vol Shop reported a fire alarm and checked it out it was caused by a smoke detector in the dry room. Reset the panel.
- Communications reported a fire panel trouble it was caused by the smoke detector in room 413. Reset the panel.
- Vet school reported a fire panel trouble, checked it out, and reset the panel.
- Replaced smoke detector in the 1st-floor mech. Room in Dunford Hall.
- Vol Hall reset the Fire alarm in the mech. room.
- At the Vet School we replaced the pull station on the 1st floor.
- Cleaned a dirty smoke detector in Clement Hall.
- Cleaned a dirty smoke detector in Laurel Hall.
- TBA Fire watch for the Bass masters.

Electrical Services:

- Marking and logging in Tennessee one call (1-811's) for the Campus
- Continue working on the parking lot 9 lights. Working to remove the bad neutral wire between two light poles.
- Was on hand at the Lindsey Nelson Baseball Stadium for the games per the request of the Athletics department. For the whole weekend.
- Melrose place Street (home) Reported a utility pole was down. Contacted UTPD to see if there were any reports of the pole being hit. They had a report late Sat night or early Sun morning about it being hit. They contacted One call and KUB. We contacted KUB about the timeline for repairs and when they will be picking up the pole. Waiting on a callback.
- The Creamery Upper parking lot. We took down the C.S. sidewalk fixture and installed a new fixture to test out for replacement. RBG LED style fixture, which we will be testing out.
- Neyland Stadium met with James Barr and others to discuss the pre-game request for the orange and white game.
- Lindsey Nelson baseball had an issue with a rented spider box. Had a new one replaced by Stowers. Later, on-site to check for a new issue with the cords not staying in the outlets on the spider box. Got a temp fix.
- Football Complex- Met with the plumbing shop to take

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- There was an overcurrent on the fire alarm panel at Robinson Hall. The panel was cleared and reset.
- Cleaned a dirty smoke detector at Reese Hall.
- Disabled and enabled the smoke detector at Delta Zeta.
- Perkins Hall smoke detector on the ground floor was cleared and reset.
- Disabled and enabled the smoke detector at Fred Brown.
- Troubleshooting the supervisory trouble on the 6th floor with the AC control Group at Zeanah.
- Clean the dirty smoke detector in South Carrick Hall on the first floor.
- Troubleshooting and repair of the MEE Fogger at Senter Hall.
- Inspection of the grounding system and disconnect installation at the Kingston Pike Building.
- Troubleshooting and repair of the exhaust fan contractors at the SERF penthouse.
- Troubleshooting and repair of ANSUL hood at “Southern Kitchen” at Vol Hall.
- Retrieval of data from the secondary metering system for the Bass Master’s Event.
- Troubleshooting and repair of AC unit power at North Carrick Hall RA Apartment.
- Troubleshooting and repairing building lighting at Baker Center.
- Verification of electrical power for Panda Express for Food Services.
- Troubleshooting and repair of exhaust fans at Brenda Lawson Athletic Center.
- Installation of electrical power for Mossman Engineering Building duct heater upgrade project.
- Installation of new entry lights at Haslam Business.
- Troubleshooting and repair of the Contractors at SERF.
- Troubleshooting and repair of the ANSUL hood at Panda Express.
- Monthly Meter Readings.
- Troubleshooting and repair of lighting at Haslam Business College.
- Installation of temporary electrical power for the Eagles Concert at TBA.
- Repair Condensate leak in the ground at CRC
- Run a new condensate line through Carrick Hall
- Unstopped drain at dishwasher at Stokely Hall
- PH1 backflow repaired in the Basement of the Student Union
- Hot water coming out of the cold-water faucets in the kitchen at Brown Residence.
- The drain was stopped up at Veterinary Medical in the second-floor women’s restroom.
- Water leak on the hot water supply in Reese Hall.
- Buehler 507,508 & 607 disconnected fume hoods.
- Leaking pipe in the ceiling of North Carrick Room B020.
- Sewer leaking in the basement at Jessie Harris
- New sewer line installed at Crops Genetic.
- Installed two water heaters in the kitchen at Stadium Lauricella center
- Hot water valves on 46 and 47 stacked were replaced at North Carrick.

Steam Plant:

- Painted Primer on the Oil Cooler Platform.
- Started fabrication on hand rails for oil cooler platform.
- Repaired 3” line on the Softener.

CONSTRUCTION SERVICES

- Alpha Delta Pi: Renovate 1st floor restroom
- Anderson Training: Utilities for new steam oven Smokey’s kitchen
- Art and Architecture: Renovate 455; Paint and ceiling work 231; Paint 223
- Ayers Hall: New work station 313
- Bailey Education: Electric A232; Paint and carpet A227; Paint and carpet several rooms on 3rd floor; Paint and carpet 413, 419, 420, A218
- 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
- Business Incubator: Paint 207
- Campus: Refurbish outdoor basketball courts behind

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- Fraternities; VFI winners 2022; Trash and recycling pads on Lake Ave.; Aramark assistance at several locations; Water meters for cooling water make-up; Sculpture Maintenance; New sidewalk between Vol Parking Garage and Anderson Practice
- Claxton Building: Paint 342; Remove Cabinets and door-patch and paint 425; Move 4th floor furnishings; Paint A525
 - Communications: Paint 292 and 333
 - Conference Center Building: Move State Comptroller 307; Paint and carpet 4th floor; Renovate Suite 313; Redesign suite 309; Paint 308B
 - Dabney Buehler: Replace fume hoods in 408, 507, 508, 607, 608; Install dishwasher 302
 - Dougherty Engineering: Paint and carpet 423
 - Early Learning Center: Work on White Ave. playground; Hang magnetic boards for playground; 2010 Lake Ave.-hang a TV and assist with furniture removal; Assist with installation of people counters at Melrose entry
 - Equity and Diversity: Install a ramp
 - Facilities Services: Reinstall wind turbine; Add grill in supply duct equipment 101; Stabilize marble on Office Building; Tint 4 windows in Central Supply warehouse
 - G-13 Garage: Install counting system
 - Glazer Building: Renovation for classroom
 - HPER: Fire Alarm paging; Paint and repairs B025A; Paint and carpet 119
 - Haslam Business Building: Switch access controls to UTPD server
 - Hesler Biology: Electric work 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; Paint 335, 347, 338
 - Hodges Library: Voice transmittal over Fire Alarm; Replace elevator lobby lights 3-6; Replace 6 light fixtures in Special Collections; Ceiling and light work in Comm. Closet; Cubicles near One Stop; Renovate suites on 1st and 6th floors
 - Humanities and Social Sciences: New office and other renovations in Reading Center
 - Kingston Pike Building: Paint and carpet majority of building
 - Lindsey Nelson Stadium: Electric and fire suppression 208
 - McClung Museum: Paint and floor work in Egypt gallery
 - McCord Hall: Paint
 - Middlebrook Building: Renovate offices on 1st floor, front of building; Move Emergency Management to 218
 - Morgan Hall: Paint 104 and 308F; Paint, carpet, lighting and blinds Suite 225; Paint and electric 121; Paint and carpet 308B
 - Neyland Stadium: Structural inspection and repairs Gate 22
 - Nielsen Physics: Make 404 an office
 - Panhellenic Building: POCA Renovations
 - Pendergrass Library: New entry doors
 - 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; Install poles for hops yard
 - Presidential Court: Renovation for University Printing and Mail
 - 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
 - Sigma Kappa Sorority: Replace carpet in library
 - Sorority Village: Add card reader to gate
 - South College: Paint and flooring 101 and 101A
 - Steam Plant: Gates and bollards
 - Stokely Hall: Digital signage for cafe
 - Strong Hall: Lab renovation in 720F; Add ventilation to equipment 324
 - Student Aquatic Center: Convert 102B into an office
 - 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; Adding light dimming
 - Student Union: Painting in Suite 383; Hold open closers on 2 connector doors; Move Big Orange Pantry to Smokey's Closet; Remove panic buttons 383; Digital signage for deli; Raceway for Vol Shop data outside lower entrance; Paint 193R
 - Temple Hall: Add lights on 1st floor
 - Thompson-Boling Arena: digital signage Arena Cafe

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CONSTRUCTION CONTINUED:

- UT Drive Services Building B: Renovation 101 for sculpture studio
- UT Warehouse: Make 2 offices into 1 large office 123/106
- Volunteer Hall: Paint stairways
- Volunteer Parking Garage: Repair block at water line repair
- Walters Academic: New work station A303; Renovate D205
- Zeanah Engineering: Additional electric work in wood and metal shops; Door controls 313; Electric and lab exhaust 402; Move lab from SERF 108 to 517; 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

FACILITIES SERVICES

Employee Comment Box Locations:

- Facilities Services Complex Break Room & 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.

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COMMENT BOX RESPONSES:

COMMENT: I'm concerned about people walking by personal desk areas at FSC and interrupting or talking loud when someone is in a meeting on a computer or trying to get work done. People talking loud in general is disruptive especially when they stop and have loud conversations right next to others desk/personal space. It happens regularly and it is difficult to concentrate, get work done and participate in meetings when everything is loud in the background.

RESPONSE: Facilities Services IT can provide a headset for anyone needing it so their meetings are not broadcasted and they can better hear with whatever may be going on around them.

All other comments have been passed along for response. Please remain patient as they are addressed.