



Thank You from the Haberdasher - Jim Tolbert

A big THANK YOU to everyone for your efforts in filling out the Uniform Audit Form and returning them promptly.

Beat the Heat FS Photo Contest

Send in your pictures that capture how you safely beat the heat while on the job, and one winner will be chosen from the submissions to receive a VolCard gift card prize! Submissions will be featured on FS social media and may be submitted to OSHA for their version of this Beat the Heat photo contest. Photos can be sent to sjones80@utk.edu or texted to 865-771-1531. Please include your name and a brief description of how you're staying cool in the submitted photo. Photos are due by July 5, 2024.

DASH Fair - July 10, 11a to 2p

The Division of Finance & Administration is excited to announce the DASH Fair, a Knoxville campus event to preview the Oracle System! The event will provide an overview of select processes.

Engage directly with members of the DASH project team, ask questions, and gain insight into the most up-to-date advancements such as processing invoices, requisition supplies, initiating work requests, recruiting processes, temp hiring, and more. Demonstrations will occur every 15 minutes!

This is an excellent opportunity to grab a treat, enter a prize drawing, and be introduced to the system's basic functionalities and how they directly impact our day-to-day work. Fiscal officers, business managers, and HR & Financial staff who perform transactions in IRIS and personnel who request work from Facilities Services are encouraged to attend and actively participate in demonstrations.

To ensure we have an accurate headcount and can plan accordingly, [RSVP for DASH Fair in K@TE by Friday, June 28](#). Also, please bring any DASH questions to help build a [FAQ section for the EPR page in the Employee Hub](#). See you at the DASH Fair!



MOVING & EVENT SERVICES

- Moved a package that was delivered to Burchfiel Geography over to SERF.
- Picked up items used during the Board of Trustee's meeting and transferred them back to UT Tower.
- Loaded the chairs, tables, stage, pipe & drape, & podiums from ANRB and Student Union and returned them.
- Delivered, set up, & picked up stage and tables at Haslam Music135 for the CAS Summer Jam Event.
- Picked up tables & chairs from Hess, Clement, & Brown Halls that were used for events.
- Delivered & picked up chairs at Haslam Business Building used for 2024 DSW Symposium. Returned all furniture to 1st floor suite from basement storage room after carpet & paint renovations.
- Delivered boxes, bubble wrap, & tape to Student Union 253, and Andy Holt Tower P119.
- Removed shelving from walls in ground floor room at Student Union, and moved two large safes within the room.
- Moved furniture and other items for the new Vice Provost for Faculty Affairs from Ferris Hall 414 to Andy Holt Tower 517.
- Picked up tables from a few locations within Haslam Business Building for the CAS Summer Jam Event.
- Delivered and picked up tables for Pre-College STEM / Chemistry Open House Event at Buehler room 555.
- Moved a large desk from 299F to 328 Baker School.
- Moved desks, file cabinets, chairs from 343 to 429 & 426 Communications Building.
- Moved whiteboard that was delivered to McCord Hall to ANRB 204.
- Moved furniture between rooms on Perkins first floor
- Delivered & picked up tables & chairs, and moved atrium furniture at Zeanah Engineering Building ground floor atrium for the VOL103 On Campus Experience Event.

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BUILDING SERVICES

- G3 terrazzo floor was scrubbed and high speed.
- The entrance air lock area in front of the passenger elevator on G2 was scrubbed and high speed.
- The G2 hallway terrazzo was scrubbed and high speed.
- Spot cleaning of the carpets in ballrooms A, B and C.
- The monumental stairs were swept and moped.
- The stairwells in both phases were swept and moped.
- The back of the house corridors on the first, second and third floors were dust moped and mopped.
- The G1 corridor was dust moped and mopped.
- The dock was cleaned up by removing trash and sweeping along the edges.
- We worked on gum removal at the entrances.
- G1 patio was leaf blown.
- Cobweb removal was done at the G1 entrance and around the windows at the patio.
- The auditorium was swept and mopped.
- The upper balcony of the auditorium was swept and mopped.

OPERATIONS & LANDSCAPE

LANDSCAPE SERVICES

- Landscape Operations crews are continuing to work on maintenance and summer projects.
- Now that we are in our first period of high heat, we're hand watering new landscapes and trees and making sure irrigation systems are running at full capacity.



MOVING & EVENT SVCS (CONT.)

- Moved two large freezers from SERF 204 to ANRB G012.
- Moved boxes and items from McClung Tower 9th floor back to 10th floor after completion of flooring & paint.
- Moved boxes from South College 208 to Ferris 419.
- Hauled away chairs & broken furniture from under stairwell at room 107 South College.
- Moved two large cabinets from teaching lab in ANRB 321 to prep lab 323.
- Moved furniture from McClung Tower rooms 913 & 914 to Blount Hall rooms 402 & 402A3.
- Picked up tables from Buehler 5th floor hallway.
- Picked up furniture from Jessie Harris and delivered it to Surplus.
- Removed furniture, chairs, & computer equipment and delivered to Surplus.
- Picked up Surplus furniture and delivered it to Jessie Harris room 112C.
- Picked up tables left outside HBB 201.
- Moved tables & chairs from conference room in Andy Holt Tower and delivered them to Surplus.
- Moved boxes from Baker School 132 to room 207.
- Moved two growth chambers from Senter Hall room 125 to Hesler Biology room 535.
- Picked up bookcases from Surplus and delivered to HPER 357.
- Picked up file cabinets and delivered to Claxton 418.
- Moved bookcases from office B4 suite 312 Conference Center Building to 317A.
- Moved a freezer from CWH Plant Biotech 341 to ANRB 438.
- Moved a desktop from Public Health HPER 376 to HPER 202C2A2.
- Moved furniture from 316A Conference Center Building to 317A for storage.

- Moved furniture in SMC 241 to HBB 227, and furniture in SMC 207 to SMC 241.
- Moved two metal insect cabinets from McCord G63 to Hesler Biology 522 and stacked onto existing cabinets.
- Disassembled furniture in Haslam Business Building room 462 and delivered to Surplus.
- Picked up 30 tables & 225 chairs from Allan Jones Aquatic Center following Olympic Trials.
- Moved office from Hesler 402A to Strong Hall 238.

MAINTENANCE & REPAIR

HOUSING

- Keeping up with work orders.
- Still working on flipping buildings down to are last 4.
- Starting to see progress at the KA house with the new paint and lights

DINING

- Repaired a mixer and hot plate at Rocky Top Dining
- Repaired a grill and cleaned AC vents/intakes at Stokely
- Repaired dishwashers at Anderson and FCC/TBA
- Replaced water filters at the Ag POD Market and Presidential Court Building
- Working on ovens in the Student Union Phase II

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ATHLETICS

- Neyland Stadium: Continue getting restrooms and concessions ready for football season, and assisting contractors in the renovation process.
- Regal Soccer: Did building maintenance after One Knox Game and prepare for this week's game.
- Lindsey Nelson Stadium: Assist Contractors in phase 2 of construction at stadium.
- Football Complex: Do repairs on Loading dock door and also two other entrance doors, check building equipment and general maintenance.
- Sherri Lee Softball: Do building checks for upcoming softball camps.
- Allan Jones Aquatic: Do building check and pool checks and general maintenance.

ZONE 4

- A+A - worked on installing a new safety cabinet by EHS
- Andy Holt - worked on AC in 746 and installed a new paper towel dispenser in 5th floor women's restroom
- Communications - worked on AC leak in 009A and replaced lights in 304B women's room
- Student Services - dealing with AC problems in 111D and an AC leak in 202L
- McClung Tower - worked on an AC leak in 1203 and a water fountain near the POD Market
- General maintenance throughout the zone

ZONE 5

- Working on PMs
- Checking air handlers to ensure customers are as comfortable as possible during heat wave
- Making repairs in classrooms
- Cleaned all induction units on 6th floor of SMC
- Focusing on customer service and satisfaction

ZONE 7

- Dougherty: 4th Floor Women's Restroom Handicap Stall Vacuum Breaker and Spud Replaced, Basement Level Radiator Valve South Side Stairwell Replaced, EASTMAN Lab Top Level Steam Valve Repaired, Women's 3RD Floor Restroom Handicap Stall Toilet Seat Replaced, EASTMAN Lab Top Level DI Faucet and Hose Replaced and Assisted in Construction of Women's Restroom on The Basement Level
- Ferris Hall: Fixed exhaust fan for bathrooms ,Fixed leaking fan coil room 301.
- Perkins Hall: Changed window AC unit room 207A. Installed soap dispenser third floor men's room. Replaced receptacle room 211C
- Min Kao: cleaned off front steps, changed water filter, cleaning drains.
- SERF: changed air handler filters, replaced automatic flush valve batteries, adjusted door handle, moved lab furniture, diagnosed leaks, replaced warm room lights, installed paper towel dispenser in lab, tested emergency showers
- Nursing: Room to room mold checks, Rebuild toilet in 2nd floor women's restroom



ZONE 7 (CONT.)

- Zeanah: greased all equipment, changed the led driver in a light fixture in room 457A
- Tickle: changed all pre-filters in the ahu's, greased all ahu's, ballasted bypassing wallpack lights around the building
- AMB: Working on outside Lights, working on stage lights, assist through out Zone.
- Walters Academic: Replacing Ceiling throughout the building and Repair lights
- Austin Peay: Located air leak in HVAC system, Repair duct that was apart, Calibrated all thermostats in the building, Change filters in Austin Peay dock. During projects in Walters Academic
- Hesler Biology: Change light in room 535 Hesler, Change Light Men's bathroom 3rd floor Hesler
- Nielsen Physics: fixed heat in 207
- Dabney/Buehler: Changed belts on ahu4, Changed filters and varicells in AHU's and Replaced more ceiling tiles.
- Ayres Hall: changed pre-filters in all AHU's and Replace flush valve 3rd floor
- South College: Change air filters in basement South College

ZONE 8 - AG CAMPUS

- No report received.

SPECIALTIES TEAM

- No report received.

SUSTAINABILITY

- Recycling Totals:
 - 9.17 tons of cans and plastic
 - 10.74 tons of paper
 - 14.63 tons of cardboard
 - 14.98 tons of pallets
 - 302 lbs of plastic film
 - 7.58 tons of food waste composted
 - 17.83 tons of animal waste composted
 - 8.75 tons of landscaping waste composted
 - 1,307 lbs of material donated to the Free Store
 - 956 lbs of material taken from the Free Store

LOCK & KEY SERVICES

- Science & Engineering Bldg. – lock will not open
- Baker Bldg./Mossman/Walters Academic – repair locks
- Dougherty Engineer – keypad lock not responding
- Hoskins Library – install combination locks
- Humanities – entrance install new hardware
- ANRB – keying building, assisting as needed
- Front Office – Processing key request, key pick up and drop off
- University Housing – many recores and repairs, assisting as needed

COMM & INFO

COMM & PR

- 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!



TRAINING

- 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!

FS IT

Looking for an update or information on the DASH implementation process? Visit <https://liveutk.sharepoint.com/sites/DASHProgram> to learn more!

- TDX Training
- Software Purchases
- Process Surplus Inventory
- Facilities Services Emergency Management Assistance
- Wireless Troubleshooting
- Adobe Troubleshooting
- Office moves for Building Services on Campus
- Conference Room Setup and Assistance
- Move computers for Sustainability

UTILITIES SERVICES

A/C SERVICES

- UT Drive Build A- Set and have a new unit running.
- Fred Brown – Repaired FCUA 5 up and running.
- Business Incubator- Repaired unit.
- Mossman – Repaired walk-in freezer.
- Brehm Animal Science Building – Repaired ice machine.
- Fred Brown – Set the ice machine back at Twisted Taco.
- Andy Holt Tower – Repaired unit in the elevator room.
- Hesler Biology – Cleaned condenser coil for 735.
- Student Aquatic – Started up one unit on 2nd floor.
- Jessie Harris- Repaired air system.
- NEB -Repaired unit for room #302.
- SERF – Worked on unit in 735.

ELECTRICAL SERVICES

Fire Alarm:

- Stokely assisted Simplex with fire alarm inspection.
- 840 20th. Street assists JCI with fire hood issues.
- Brehm works on fire panel trouble issues.
- Zeanah reset the fire panel trouble.
- 1816 Frat disable/enable devices for contractors.
- 1832 Frat replaced the smoke detector in the stairwell that got wet.
- TBA disable/enable devices for contractors in the Ray Mears room.
- TREC assists Simplex with AV and smoke head replacement.
- Allen Jones assisted Simplex with A/V replacement.

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ELECTRICAL SERVICES (CONT.)

Fire Alarm (Cont.):

- Sororities Houses assist Simplex with fire alarm inspections.
- McCord Hall assists JCI with fire hood testing.
- Food Science assists JCI with fire hood testing.
- Culinary assist JCI with fire hood testing.
- North Carrick responds to fire alarm (change smoke head on the 10th floor).
- 1812 Frat change fire panel batteries.
- Massey Hall Assist with a scheduled power outage.
- Baseball disable/enable devices for AC shop.
- All Frat Houses assist Simplex with fire alarm inspections.
- Clement responded to the fire alarm in room 241 cleared and reset.
- Vol Hall assisted MASCO with a leak in room 1226.
- JARTU responds to fire alarm (reset and cleared).
- 1816 Frat replace sounder base.
- Daily assist MASCO with pump tests and inspections.

Electrical Services:

- New conduit, wire, and disconnects to connect Air Handler Units at the Student Aquatic Center
- Dedicated circuits for new washer and dryer at Sorority
- New disconnect and raceway for Air Handler Unit at UT Drive Building A
- Pool pumps electrical power loss at Anderson Training Center
- Circuit Breaker tripping at Clement Hall Rooms 243, 244
- Replace antiquated 2-prong outlet with grounded type outlet
- GFCI receptacle keeps tripping at Mossman Engineering Building

- Defective hallway lights at the Communications and Information Building
- Dead short on lights at Student Aquatic Center
- Hallway lights electrical power loss at the Humanities and Social Sciences Building
- Delta Zeta respond to a fire alarm due to painters in room 315.
- Replaced 10HP Variable Frequency Drive at ETREC Johnson Animal Research Building
- Weight Room lost Lutron programming controls at Anderson Training Center
- Responded to Fire Alarms at North Carrick Hall, Presidential Court, Fraternity Park
- Provided temporary electrical power to Restroom Trailers at Baseball Watch Party, monitored for 3 days, and removed all temporary power after the event.
- Provided generator power to Rouse Construction Job Trailer and UT Athletics Grounds Maintenance trailer
- Assisted UT High Voltage with 15KVA Terminations at manholes in the street and at the Substation for 2 days

PLUMBING SERVICES

- Food Science Building replaced the backflow on the main domestic water supply
- Humanities drinking fountain needs to be replaced across from the pad store
- Regal Soccer needs bottle filler
- SERF room 328 lab sink leaking in the drain
- Morgan Hall replaced two-floor flanges on 1st floor
- Stadium drain stopped up in Frank Lauricella room
- Student Union water leak in ceiling at elevator
- Dabney Buchler heat water leak in ceiling room 301
- North Carrick room 1047 cast iron leak in the ceiling
- South Carrick in ceiling cast iron leak

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PLUMBING SVCS. (CONT.)

- Claxton Education room 101 sink clogged
- Dabney Buehler acid drain sink leaking from the joint
- UT Institute of Advanced Materials G007 sink need to be capped off

STEAM PLANT

- Maintaining air filters
- Fabricated stand to reinstall gasket at DA Tank
- Fabricated stand for valve repair
- Test ran Cat Generator
- Cleaned cobwebs off the fire floor
- Replaced gasket in steam valve
- Looked for steam leaks in the steam yard
- Removed/replaced the old tool cabinet in the shop
- Checked fluids on all forklifts

CONSTRUCTION SERVICES

- Alpha Tau Omega: Replace 6 doors
- Andy Holt Tower: Phase II renovations; Panic buttons on 3 and 5; Door controls P103C
- Art and Architecture: Install Unistrut grid for camera and lights 235; Repaint front, adjust doors and replace flooring in Ewing Gallery 115; Add walls 431; Add monitor 213; Remove wall and counter, paint 215C
- Austin Peay: Paint and carpet 301F, 410B; Paint, carpet, furniture on 2, 3 and 4
- Auxiliary Services: Repair block walls 108, 114
- Baker Center: Office renovations on 1, 2, 3
- Business Incubator: Access controls 114

- Campus: Water meters for cooling water make-up; Classroom Renovations Summer 2024; Dining projects FFE, etc.; Move 2 bus shelters
- Ceramics: Paint interior walls
- Claxton Education: Paint, flooring, other renovations to 101 and 109A; Remove chair rail and paint wall 199; Carpet 450; Paint 418 and 420
- Communications: Renovate 45; Demo and new wall 102 and 103; Access controls 061, 091: Paint 66E, 107J, 107X, 101C, 101D; New furniture 209; Demo electric and paint 209; Construct wall 3rd floor corridor; Carpet 66E, 107X; Relocate outlet for digital signage 227; HVAC for WUOT 299I; Paint 202; Paint Scripps Lab; Remove shelving 333B
- Conference Center Building: Connect new ovens on 4th floor
- Dabney Buehler: Renovations 675, 676, 677; Electric 216; Fume hood replacement in 402 and 404; Electric 349; Pant and floor tile 531
- Delta Gamma Sorority: Replace 2 showers
- Dougherty Engineering: Renovate restrooms on 1st floor; Paint, carpet, wall 422
- ETREC Johnson Animal: Paint floor in swine area
- Fred Brown: HVAC, exhaust for food areas
- Glazer Building: Replace carpet in Suite 100
- HPER: Paint B020; Paint and carpet 328; Mesh gates/offices B001, B002; Paint and patch 301; Level floor 113, 120-124; Wall and door 143
- Haslam Business Building: Painting and signage 399A
- Hesler Biology: Electric work 114; Renovate 104 and 105 for labs; Repair ceilings on 5; Remove growth chamber 245; Paint and carpet 537; Renovate 606; Add a wall in opening between 519 and 520; Install electric for growth chambers 535



CONSTRUCTION (CONT.)

- Hodges Library: Renovate suites on 1st and 6th floors; Renovate 171 for Census Bureau; Paint and wall coverings 235E; Paint and electric 630; Paint 323B
- Hoskins Library: Flooring for Air Force; Concrete pad for art work
- Humanities: Monitor power 212
- International House: Interior painting on both floors
- Jessie Harris: Paint B016; Paint and carpet 411; Renovations for B012, B023, B024; Paint and carpet on 3rd floor
- Law Complex: Paint and carpet suites 161, 166, 248; Add electric outside of study rooms; Offices, conference rooms 212
- McCord Hall: Electric and concrete work 054; Security door 112
- McClung Museum: Access controls and new doors G070; Paint and flooring 103A
- McClung Tower: Replace penthouse ladder; Install LVT 1110; Paint and flooring 711; Renovations on 11th floor; New blinds on 6th floor; Blind on 8 and 10; Additional electric 1001; Paint and flooring 601 suite, 605 and 616; Paint and carpet 301A, 304, 305, 307, 307; Electric for a digital sign 501
- Middlebrook Building: Modify door controls on 137
- Morgan Hall: Paint and electric 121; Paint and carpet 114 and 225; Carpet 118; Paint and carpet 308C
- Music Building: Bulletin board in corridor
- Mossman Building: Renovate labs 343 E & F, 351 E & F; Electric, paint for new monitors 101A, 101B; Install lockers 640
- Neyland Thompson Sports Ctr.: Base for General Neyland statue
- Perkins Hall: Renovate multiple rooms for BME
- Pi Kappa Alpha: Pour concrete pad
- Presidential Court: Replace ATM
- Regal Soccer Stadium: Dumpster pad, enclosure and landscaping
- Reese Hall: Paint entire building; Resurface deck and parapet
- Senter Hall: Access controls 103; Electric lab 101
- SERF: Renovations for 103, 106, 108, 213; lab renovations 520 and 536; lab renovations 434, 438, 439; Hang a white board 611; Patch, Paint, locking 201
- Sigma Kappa: New flooring in dining & chapter rooms
- Soccer/Softball: Dumpster enclosure
- South and East Stadium: Replace carpet in block shop
- South Greenhouse: Footing for gantry crane and electric for equipment 132
- Student Aquatic Center: Mount & ground diving boards
- Student Health: Renovate 288A and 288B for offices
- Student Rec/Fitness Center: Hood up motors in gym
- Student Services: Renovate 116B (paint, signage, glass, cubicles); New cubicles 301; Carpet 401J
- Student Union: Door operator 373; Add weather stripping to door bottom 174N; Paint 174B-D
- Thompson Boling Arena: Access controls 299G, 299H and 199
- Tickle Engineering: Renovations to high bay 110 for robotics lab; Renovate 525C small meeting room; Make 525K an office; Renovations in 509, 509 A&B
- UT IAMM: Electric and utility work G025; Electric, utilities, pit modifications G007; Electric work G035; Electric work G002/G003; Electric work 240, 172 and G029
- UT Warehouse: New split door and electric work 115; Paint and carpet 210 and 211



CONSTRUCTION (CONT.)

- Vet Med Center: Electric and prep work for 2 new x-ray machines
- Vol Hall: Electric for maintenance shop 465; Renovation for Status Dough
- Walters Academic: Wiring for cubicles E204; Rework light switches A313E
- Zeanah Engineering: Card reader \ Add access controls for 8 rooms; Swap door and add access controls 511; Replace key control for doors with push button G117 and G116; Complete access controls on door G199B1



- Facilities Services Complex Break Room & Shop Area
- Steam Plant (near time clock)
- Steam Plant Hill (Landscape Trailer)
- 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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WEEKLY SAFETY STAND DOWN

HAVE A SAFE AND HAPPY INDEPENDENCE DAY!

Independence Day celebrations just don't seem complete without cookouts, parades and fireworks. No matter how you decide to spend the 4th of July, we ask that you keep safety in mind. We want you to have a great day making memories (positive, fun memories) on your day off. Below are a few reminder safety tips how to celebrate safely.



4th of JULY SAFETY

HEAT-RELATED ILLNESS

STAY HYDRATED

- Drink more than 8 ounces a day
- Drink even when you're not thirsty
- Avoid alcohol, coffee & soft drinks



APPLY SUNSCREEN

The sun is the strongest between 10 a.m. and 4 p.m.
Reapply sunscreen often
Stick to SPF between 15 and 50+



WEAR YOUR SHADES

Sunglasses must block 99 to 100% of UVA/UVB rays



MOST AT RISK

- Adults over 65 and children under 4
- Those with existing medical conditions



GRILL SAFETY

in a 5-year period

- 8,900 house fires
- 160 injuries
- 118 mil. in damages
- 10 deaths



KEEP GRILL:

- AWAY FROM STRUCTURES
- IN WELL-VENTILATED AREA
- AWAY FROM CHILDREN & PETS

Fireworks Safety

NEVER allow children to play with or ignite fireworks

KEEP a bucket of water or hose nearby

MAKE sure fireworks are legal in your area

MORE THAN 14,000 4TH OF JULY FIREWORKS EXPLODE ACROSS THE NATION EACH YEAR