



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

FACILITIES SERVICES

FACILITIES SERVICES WEEKLY

APRIL 8, 2024



New! UT Employee Hub Online

At the beginning of March, UTK officially launched the UT Knoxville Employee Hub, a comprehensive intranet resource housing employee information. The employee hub is part of a larger commitment to enhancing user experiences and improving online interactions for internal and external audiences. Log into hub.utk.edu using your NetID, get acquainted with this new platform and give us your feedback so we can continue to improve how the university connects you with the information you need.

Spring Safety Event - April 10, 2024

UT Facilities Services is partnering with UTK Environmental Health and Safety and some of our vendors (Grainger, Southern Safety, and Scientific Sales) to highlight PPE and heat awareness during our Spring Safety Event on April 10th from 10am - 2pm. Lunch will be provided by Buddy's BBQ beginning at 11am and continuing until it's gone. See the last page of the Weekly for an event flyer!

Upcoming Retirement Parties

Go ahead and mark those calendars as we prepare to celebrate alongside soon-to-be retiree, Ernie Cox! Ernie Cox will have his retirement reception in FSC 101/102 at 8am on Wednesday May 22nd. His retirement date is June 3rd after 44 years! All are welcome to attend.

New Layout/Design for Concur Travel Debuts April 10

If you access Concur for UT-sponsored travel on or after April 10, you'll notice a new layout and design theme. This is designed to improve the overall consistency and accessibility of the page over the current design. The most noticeable changes are to the top of the screen. Instead of tabs for Request, Expense, Approvals and Reporting, there is now an arrow in the upper left to a dropdown menu for these options. Secondly, in the upper right of the screen, Profile has been replaced with an icon reflecting the user's initials. Click on the icon to act as a delegate. To learn more about this update, check out the Concur [demo video](#) or [FAQ](#).



BUILDING SERVICES

- Student Union
 - Offices 174 A, C and D the carpets were vacuumed and cleaned with the icapsol.
 - The monumental stairs in phase 1 were swept and scrubbed with X05.
 - The over look glass in phase 2 was cleaned and the hand rails cleaned.
 - Removed stains in ballroom A, B, and C carpets.
 - Several stains in the carpet of event room 262 A, B, and C were cleaned.
 - Hallway dusting on the 1st, 2nd, and 3rd floors in phase 2.
 - Detail cleaning in the women's dressing room A.
 - Carpet cleaning in ballroom A.
 - Extracted water from office 273A.
 - We had several event on the plaza last week and we kept the plaza cleaned and trash pulled.
 - The auditorium was swept and mopped along with the stage.
 - The chair arms in the auditorium were cleaned.
 - IQ was ran on G3, G2, G1, L1, 1st and Rocky Top Corridor.
 - We had a dance group where bobby pins and safety pins were a factor and special attention was given to remove them prior to vacuuming.
 - Training of UT Verse.
- Other Campus Areas:
 - Carpet cleaned office 414 in Plant Biotech.
 - Auto-scrubbed 1st floor in Brehm/Food Science.

OPERATIONS & LANDSCAPE LANDSCAPE SERVICES

- Putting final touches on Morgan Hall landscape renovation project which is an extensive revamp of the landscape on the northern/front entrance that includes:
 - new landscape plants
 - trees
 - updated irrigation
- Arboriculture is completing the last of the seasonal tree planting and hosted the annual Arbor Day tree planting on April 5th
- Regal Soccer Stadium tree replacements and screening project is now complete
- Irrigation is working to bring winterized irrigation systems back online.
- Turf management has begun following their routine mowing schedule
- Heavy Equipment has been working with Utilities since Spring Break by providing excavation support at Middle Drive and has started work on a new dumpster pad at Sherri Parker Lee Stadium for Athletics

MOVING & EVENT SVCS

- No report received



ZONE MAINTENANCE

ZONE 1

- Staying caught up on WO in the resident halls.
- Had a scheduled power outage over the weekend that was all frats.
- Had a car drive through the lobby window at N. Carrick Friday.
- Also had vandalism at Hess Hall again over the weekend.

ZONE 2

- A + A - work on air handler in the welding shop
- HPER - checked and adjust chemicals in pools and changed hallway light over to LED
- Andy Holt - work on AC in 721A
- Communications - work on light covers in 408. unstopped toilet in Women's Restroom 101, and changed batteries on automatic toilets
- Student Services - installed lens covers in Room 111
- Hearing & Speech - checked and replaced lights as needed
- Zone Wide - general building maintenance

ZONE 3

- Zone 3 is concentrating on OSHA training and cleaning machine rooms/offices
- Conference Center remains very busy with renovations on 1st - 3rd floors
- Dunford and Greve Halls are getting closer to demolition
- Cleaning dry wells, gutters, and roof drains
- Changed bearings on AHU at Hodges
- Working diligently on PMs and customer service

ZONE 4

- Repaired a a dishwasher in Student Union Phase II
- Repaired a fryer at Stokely
- Repaired a pulper at Rocky Top Dining
- Repaired a char-grill at Anderson Training
- Repaired a walk-in freezer at Presidential Court

ZONE 5

- Neyland Stadium: restroom checks for Orange and White Game
- Regal Soccer: Did building maintenance after One Knox Game and prepare for this week's game.
- Lindsey Nelson Stadium: Building Maintenance for upcoming baseball games.
- Goodfriend Tennis: Make sure everything is in good shape for Tennis matches.
- Football complex: Prepare for spring football practice and make sure building is in good shape for Recruits.
- Tom Black Track: Building checks prior to Meet this past weekend
- Sherri Lee Softball: Building checks for upcoming softball games

ZONE 7

- Dougherty : Repaired inoperable light fixtures. AHU and Package Unit filters changed. Exhaust fan Belt Changes. Replaced bad lights in fume hoods Relocate light bulb burn in station in penthouse

Weekly continues on next page



ZONE 7 (CONT.)

- Ferris Hall : Ferris 101 installed door closer. Ferris 414 fixed sink drain.
- Perkins Hall : Serviced bottle fillers. Fixed tile floor. Repaired door closer. Repaired light over handicap toilet
- Min Kao : Working on lights, working on restrooms, working on ceiling tile, doing building checks.
- SERF : Annual maintenance on HRU 1 – 6, Change motor on RAF 4
- Nursing : Room to room mold checks, Rebuild toilet in 2nd floor women’s restroom
- Zeanah : replaced ceiling tile, replaced faucet batteries, diagnosed leaks, repaired desk drawer, repaired door handle, replaced toilet seat, installed more soap dispensers, mold inspection, assisted A/C shop, assisted zone,
- Tickle : replaced light bulbs, diagnosed outside light issues, replaced electrical box punch out, replaced paper towel dispenser, reset tripped breaker, reset chiller static pressure switch
- AMB: Changed water filters 1st and 2nd floor water fountains, replacing exit signs that stopped working after power outage , working shows and events
- Jessie Harris: CHANGED STEAM TRAP
CLEANED FILTERS IN CEILING
- Fiber & composites: CHANGED LIGHTS DONE
MOLD CHECKS CLEANED MACHINE ROOM
- SENTER Hall: Changed lights washed out the louvers washed out the machine room

- Student Union: Vacuumed elevator tracks walked through all the restrooms checking toilets ,sinks and urinals, lights, checked equipment had KUB Gas training this week at facilities, took all paper filters to the trash compactor.

ZONE 8

- We made repairs to the lights and fans at the UT Gardens Pavilion.
- Our One-Call Team takes calls and covers the entire UTK Campus 24-7/365 days a year.
- We made repairs to exhaust fans in Central Greenhouse.
- We recently replaced a motor in an Air Handler in the Business Incubator building.

ZONE 9

- We make repairs recently to some lighting at the Early Learning Center on Lake Avenue.
- We had another window shattered at the Glazer Building in Oak Ridge.
- We replaced an exit light at the Facilities Services Complex.
- We will continue to focus in keeping all of our Archibus up to date with the upcoming launch of Dash.

SPECIALTIES TEAM

- Replacing glass in North Carrick Hall lobby
- Replacing broken window at Glazer Building
- Installed new window at Hesler Greenhouse 3
- Repaired glass panel at Greenhouse 13
- Measured glass window replacement at Vol Hall
- Installed broken window at Pi Kappa Alpha fraternity
- Replaced door operator battery at Walters Academic
- Cut sheet metal for HPER restroom

Weekly continues on next page



SPECIALTIES TEAM (CONT.)

- Welded grates at Stokely Hall loading dock
- Repairing door operator at Student Union Ph I G2
- Transported lifts to various campus locations
- Cleaning security cameras on campus
- Checked air flow for fume hood at Tickle Engineering
- Installed HOBOS in Morgan Hall and checked building temps and humidity
- Adding standard operations and work definitions for data transfer to Oracle
- Attended UAT testing for DASH at FSC

SUSTAINABILITY

- Our Environmental Leadership Awards are next Monday, at 7 pm, at the Student Union Ballroom C. All are invited, we just ask that you kindly RSVP: <https://forms.gle/LYjydrS3ZzfcikDA>
- Our Sustainability Symposium will be on Friday April 26th, 2024. Students will display and celebrate work relating to the environmental, social, and economic aspects of sustainability.
- We are celebrating Earth Month with different events across April. You can see our events and schedule on our website [here](#).
- Recent recycling totals:
 - 10.36 tons of cardboard
 - 3540 lbs of cans and plastic
 - 10,940 lbs of paper
 - 154 lbs of plastic film
 - 8,040 lbs of glass
 - 19,680 lbs of food waste composted
 - 571 lbs of materials donated to Free Store
 - 448 lbs of materials taken from the Free Store

LOCK & KEY SERVICES

- McClung Musuem – Key broke off in lock
- West Skybox – check lock/door not securing
- Vet School – repair or replace combo lock
- Dabney/Buehler – install thumbturn locks
- Alumni Hall – install thumbturn locks
- Phi Gamma Delta – repair combination lock
- Exit Door Project – installing cores
- Front Office – Processing key request, key pickup 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

- Safety Fest TN 2024 is now accepting registrations! This event is scheduled for April 29 - May 3. Let Training know if you plan to attend. To learn more, see: <https://safetyfesttn.org/>
- 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!

Weekly continues on next page



FS IT

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

- Office Demolition and Reorganization
- Monitor Installations
- New Computer Installs
- Plotter Move Coordination
- Email List updates
- ERC Meeting
- Conference Room network troubleshooting
- UT Verse Training/Demo
- Printer Assistance

UTILITIES SERVICES

A/C SERVICES

- Rocky Top – Worked on Rack system.
- Zeanah – install a heat exchanger in the process loop
- Delta Zeta – repair water source heat pumps
- Student Union PH1- Worked on freezer at Chick fila.
- Haslam – repair cooling tower no. 1
- Student Union PH2- Worked on ice machine system.
- West sky box – repair leak on north chiller
- Stokely Hall – worked on the VRF system.
- Neyland Stadium – replace tube bundle in heat exchanger
- Tickle – Started changing out elevator unit.
- Walters Academic – repair leaks in the heating water system
- Central Greenhouse- rebuilt heating water pump
- UT Drive Building B – Worked on changing systems.
- Museum – repair stem coil leak
- Blount Hall – worked on the air compressor.

- SERF- worked on Vacuum system.
- Middlebrook – Repaired system.
- Andy Holt Tower – worked on units.

ELECTRICAL SERVICES

- Outside lights at the Plant Biotechnology Building
- Golf Cart Charger Breaker Tripping at Perkins Hall
- The receptacle not working at Blount Hall Room 014
- Pole Lights not working at G-7 Parking Garage
- Pole Lights not working at Kingston Pike Building
- Offices lost power at Morgan Hall
- Locate the breaker for emergency lights at ETREC Johnson Animal research
- New lights added in the Coaches Office at Anderson Training Center
- New light switch added at Haslam Music Building Room G019
- Changed light switch from timer to dimmer at Baker Center of Public Policy
- Assist High Voltage pulling new cable from manhole to PMH switch at Perkins Hall

PLUMBING SERVICES

- Student Health - restroom 116 drains were stopped up
- Massey - two-inch copper pipe leaking on mop sink room 235
- Hess - leaking pipe in ceiling in front of the elevator
- Hoskins - needs bottle filler on the first floor
- South/East Stadium sewer stopped up in room 131A
- Anderson Training - drain stopped up in the kitchen in the dish room
- Student Union - Twisted Taco all drains stopped up
- Dabney Buehler - water leak in fume hood room 458
- UT Culinary Institute - Urinal leaking from wall
- Walters Academic - leak on PUI was repaired in the machine room

Weekly continues on next page



STEAM PLANT

- Interviews for Mechanics Position
- Test ran the Cat Generator
- Salt was delivered
- Removed carpenter bee nest
- Disassembled bandsaw to clean and service
- Repaired steam header valve
- Diagnosed leak on polisher tank

CONSTRUCTION SERVICES

- Alpha Tau Omega: Replace 6 doors
- Andy Holt Tower: Phase II renovations; Cubicles P121; Dimmable lighting P115
- 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
- Austin Peay: Paint and carpet 301F, 410B; Paint, carpet, furniture on 2, 3 and 4
- Ayers Hall: Make offices on the 3rd floor
- Baker Center: Office renovations on 1, 2, 3
- Biosystems Offices: new flooring 204 and 314
- Burchfiel Geography: Paint 6 offices of 3 and 4
- Campus: Water meters for cooling water make-up; Classroom Renovations Summer 2024; Move sculpture from McClung Museum to Hoskins Library
- Carrick Hall North: Paint walls on all floors
- Ceramics Building: Electric for kiln
- Clement Hall: Install trash compactor
- Communications: Renovate 45; New furnishings 202 and 239; Demo and new wall 102 and 103; Electric for cubicle 202; Access controls 061, 091: Paint 66E, 107J, 107X, 101C, 101D; New furniture 209; Demo electric and paint 209; Construct wall 3rd floor corridor

- Conference Center Building: Paint and carpet 4th floor; Renovate Suite 313; Install monitors for 308; New furniture and electric work 224A; Connect new ovens on 4th floor; Paint 4 offices 314
- Dabney Buehler: Install dishwasher 302; Renovations 675, 676, 677; Repair floor crack 6th floor corridor; Electric 216
- Dougherty Engineering: Renovate restrooms on 1st floor; Paint, carpet, wall 422
- Early Learning Center: Install new stove
- ETREC Johnson Animal: Paint floor in swine area
- ETREC Plant Science Unit: Electric work
- Facilities Services: Reinstall wind turbine; Construct new office spaces
- Ferris Hall: Cubicle work 209
- Glazer Building: Renovation for classroom; Replace carpet in Suite 100
- HPER: Paint B020; Paint and carpet 328; Mesh gates B001, B002
- Haslam Business Building: Switch access controls to UTPD server; Add glass to door 308; Repair tile in mezzanine corridor; Add receptacles 310 and 523
- 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
- Hodges Library: Renovate suites on 1st and 6th floors; Frosted glass for door G020C; Renovate 171 for Census Bureau; Paint and wall coverings 235E; Paint and electric 630
- Hoskins Library: Flooring for Air Force; Concrete pad for art work
- International House: Interior painting on both floors
- Jessie Harris: Paint B016; Remove hood 234; Paint and carpet 411
- Kingston Pike Building: Electric, painting, flooring 123



CONSTRUCTION (CONT.)

- Law Complex: Refinish desk edges 158; Paint and carpet suites 161, 166, 248
- Lindsay Nelson Stadium: New sidewalk behind porches
- 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; Paint 417; Paint and carpet 717; New blinds on 6th floor; Blind on 8 and 10
- Middlebrook Building: Remove cubicles, paint 237
- Morgan Hall: Paint and electric 121; Paint and carpet 114 and 225; Carpet 118
- Music Building: Bulletin board in corridor
- Mossman: Renovate labs 343 E & F, 351 E & F
- Nielsen Physics: Paint, misc. Grad Student space 105; Paint and misc. work 218, 215
- Perkins Hall: Window film S010; Replace ceiling fans 219; Renovate multiple rooms for BME; Remove things from wall 199A
- 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
- Soccer/Softball: Dumpster enclosure
- South College: Exterior caulking
- Strong: Lab renovation in 720F; Install fire shutter 317
- Student Aquatic Center: Remove small shed from basement; Replace some floor tiles in lobby
- Student Health: Renovate 288A and 288B for offices
- Student Rec and Fitness Center: Replace outdoor pool fence; Repair/replace roof on shade structures; Change outdoor pool lights to LED; Locks for fence; Divide 210 into 2 offices
- Student Services: Renovate 116B (paint, signage, glass, cubicles)
- Student Union: Paint 383; Door operator 373; Rework receptacle for freezer 376C
- Thompson Boling Arena: Utilities for compactor; Electric in kitchen 218; Access controls 299G, 299H and 199
- Tickle: Install 6 cubicles 310; Electric 112, 113; Renovations to high bay 110 for robotics lab; Renovate 525C small meeting room; Make 525K an office
- UT Arboretum: Electric service to Holly Garden
- UT Drive Building A: Install door 131A
- UT Drive Building B: Electric work 107
- UT IAMM: Electric and utility work G025; Electric, utilities, pit modifications G007; Electric work G035; Exhaust in lab 242; Electric work G002/G003; Electric work 172
- UT/Little River Farm: install 3 satellites on roofs
- UT Warehouse: New split door and electric work 115; Carpet 208; Larger gate 130A
- Vol Condos: Charging station
- Zeanah Engineering: Card reader M167B; Deadbolt locks on suite doors and light switch 161B; Remove rubber floor/polish concrete Nuclear corridor; Move radiation monitors G116; Add access controls for 8 rooms; Install 3 clocks in classroom on 3; Swap door and add access controls 511; Replace key control for doors with push button G117 and G116

Weekly continues on next page



CONSTRUCTION (CONT.)

- 1610 University Ave.: Move door 230A; Monitors for 4 rooms and blackout shades; Electric for weather station on roof
- 1817 Melrose Ave.: Add door bell and panic buttons



- 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

Weekly continues on next page



WEEKLY SAFETY STAND DOWN

DISTRACTED DRIVING: KNOW THE 3 TYPES

At least eight people are killed every day in distracted driving-related crashes. That's according to the National Safety Council, which observes Distracted Driving Awareness Month every April.



Photo: FG Trade/iStockphoto

The council says the three types of distracted driving are:

1. Visual, causing you to take your eyes off the road. (Example: Turning around to look at someone in the back seat.)
2. Manual, causing you to take your hands off the wheel. (Examples: Eating or using your cellphone, etc.)
3. Cognitive, causing you to take your mind off the task of driving safely. (Example: Daydreaming.)

So, how can you avoid driving distracted?

Before setting out, adjust your car's side mirrors and rearview mirror. Pick what you want to listen to. If you'll be using GPS, enter the address of where you're going and check the route so you have an idea of where you're going and can keep your eyes on the road.

When you're driving, don't multitask. Your hands need to always be on the wheel.

If you do need to make a call or help someone in the back seat, first pull over in a safe, well-lit location.

Go to [nsc.org/justdrive](https://www.nsc.org/justdrive) to find more information on distracted driving.

SPRING SAFETY EVENT

APRIL 10, 2024 10AM-2PM

FACILITIES SERVICES CENTRAL SUPPLY WAREHOUSE



Once again, UT Facilities Services is teaming up with some of our vendors and UTK Environmental Health and Safety (EHS) to highlight personal protective equipment (PPE) and heat awareness.

PPE has made some great improvements over the years. Stop by to see what's new and exciting! Vendors will have a variety of PPE and heat-related safety equipment available to view and try on.



Lunch is provided by Buddy's BBQ and will be served from 11am until it's gone



Come out for fun, games, and literature from UTK EHS & FS Safety

For more information, contact Melanie Reese at mreese17@utk.edu