



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE
FACILITIES SERVICES

FACILITIES SERVICES WEEKLY

MARCH 17, 2025

Help Your Haberdasher

I am really trying to close out UniFirst as an active account. With that in mind please let me know if you have not received your Cintas uniforms. Also as a reminder, any UniFirst uniforms turned should be returned to FSC, bagged up and hanger free and placed in the orange dumper labeled for them. UniFirst is no longer making deliveries or picking up uniforms across campus.

Student Assistant Scholarship Applications Due March 28

The application process for the UT Facilities Services Student Assistant Scholarship is now open! All eligible student assistants have been sent the application and subsequent reminders. Please remind any eligible students who report to you that they can turn these back in to Sam Ledford in person or via email anytime between now and the deadline of March 28, 2025.

FS HR Office Closed Friday, March 28

On Friday, March 28, the Facilities Services Human Resources office will be closed for the day as this team takes time to carry out an off-site team building exercise. They'll be back in office Monday, March 31.



BUILDING SERVICES

Student Union:

- The first floor was dust mopped, and the auto scrubber was used around the edges of the hallway.
- The glass in event room 262 A, B and C was dusted and cleaned on both sides.
- The over look glass in front of 262 was dusted and cleaned on both sides and the ledges were also dusted.
- Confetti was removed from the light fixtures in ballroom B and from the upper side of the ceiling panels.
- On G3 the walls in the corridor next to the elevator were cleaned to remove marks and scuffs.
- In the G3 conference room we also cleaned and removed marks on the wall under the clock.
- The ballroom carpet was vacuumed and cleaned.
- The first-floor seating area carpet nearest to the information desk was vacuumed and cleaned.
- The window wall in event rooms 362 A, and 367 were dusted.
- Extra dusting in 377A and Ballrooms A,B and C were completed.
- IQ was used to clean the floors in Phase 1 and the first floor of phase 2.
- Cardboard was baled.

OPERATIONS & LANDSCAPE

LANDSCAPE SERVICES

- No report received

MOVING & EVENT SERVICES

- Moved furniture from HPER to Jessie Harris.
- Moved furniture from Melrose Hall F102 to Silverstien-Luper for storage.
- Moved furniture, disassembled cubicles and furniture, and hauled away trashed items from Claxton 106C, 106D, 109.
- Moved equipment and other items from Dougherty 101 & 403 to Senter Hall 104.
- Repaired drawer in SERF 510.
- Picked up -80 freezer from Brehm Animal Science and took to Austin Peay for repairs.
- Moved furniture around in Jessie Harris B005 and 301C.
- Moved sliding glass door fridge from Austin Peay to Plant Biotech 369.
- Removed and disposed of wooden shed at 2016 Lake Ave Daycare.
- Repaired desk drawer at Ayres Hall.
- Picked up furniture from International House 100 & 103 and delivered to surplus.
- Picked up purchased surplus furniture and delivered to Vet Med Building.
- Provided electrical assistance at HSS Plaza for PINK event.
- Assembled cubicles at Plant Biotech 412.
- Set up tables and chairs for SNR Career Fair at ANR 101.
- Set up tables on Ped Walkway for Safe Spring Break (CHEW) event.
- Delivered and set up tables and chairs at 21st Mortgage Plaza for Student Engagement Fair event.
- Set up tables at HSS Amphitheatre for Prove Me Wrong event.

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MOVING & EVENT SVCS (CONT.)

- Set up tables and chairs at ANR 101 for UTCVM Admitted Students Day event.
- Uncrated and placed growth chamber at SERF 510.
- Delivered purchased surplus items to Morgan Hall.
- Delivered 100 packing boxes to 1610 University Ave.
- Disassembled bookcases at Student Services Building 111K for surplus pick-up.

SUSTAINABILITY

- Gave a sustainability and waste management campus tour to Post-Landfill Action Network (PLAN) representatives
- Gave a tour at the Compost Facility for 18 students in Dr. Chen's Public Health Class
- Compost Totals:
 - Landscaping: 6,000 lbs
 - Food Waste: 28,872 lbs
 - Grease Water: 15,200 lbs
 - Animal Waste: 4,200 lbs

MAINTENANCE & REPAIR

HOUSING

- Keeping up with all work orders in resident halls.
- Have completed the drain repair at Phi Kappa Tau.
- More vandalism at Hess Hall over the weekend.

ATHLETICS

- Neyland Stadium. General maintenance on getting ready for spring game, and on premium areas.
- Regal Soccer: General Maintenance and Prepping for Spring soccer.
- Lindsey Nelson Stadium: Doing general building maintenance and fixing repairs from the home game series this past weekend.
- Football complex: Doing general building maintenance and checking all areas for recruits and visitors. Making repairs for spring practices
- Sherri Lee Softball: General Maintenance and preparing for softball games.
- Allan Jones Aquatic: General Maintenance around building.
- Goodfriend Tennis: General Maintenance, and preparing for Tennis matches this week.
- Thompson Boiling Arena: General Maintenance and preparing for Basketball game and PBR Bull riding.

DINING

- Repaired wok gas valves at the Student Union
- Repaired a sink and a cooler at Stokely
- Repaired a hot well and a pulper at Rocky Top Dining
- Repaired slicers and plugs at Vol Hall Southern Kitchen
- Repaired an oven at the Student Union





ZONE 4

- Art + Architecture - worked on restoring power to 131 and toilet in the men's room on the 2nd floor
- Andy Holt Tower - worked on heat in 311
- Communications - Worked on heat in 314 and changed water filter on fountain across from Room 31
- Student Services - working on heat in 480
- McClung Tower - Working on sink in men's restroom on the 2nd floor
- Throughout Zone - General building maintenance

ZONE 5

- General maintenance & on-demand work requests
- Cleaning machine rooms
- Learning DASH, completing OSHA training and monthly PMs
- Keeping customer service and satisfaction #1

ZONE 7

- No report received

ZONE 8

- We are working to make sure all classrooms and spaces are in good working order during this spring break week.
- We installed a 20HP supply motor in AH-C at the Plant Biotech Building.
- Classroom upgrades are being done at the Brehm Animal Science.
- We are having issues with sewer gas smell from KUB at the Auxiliary Services Building.
- Our One-Call team is working around the clock, 365 days a year covering the entire UTK campus.

M&R SPECIALTIES

- No report received

LOCK & KEY SERVICES

- Haslam Business – replace lock
- Aramark Rocky Top – lock broken – replace core
- Music – repair lock
- Hesler Biology – install keypad locks
- Zeanah – recore locks
- HPER – replace lock
- Glazer – install exit hardware
- Front office – Processing key request, key pickup and drop off
- University Housing – many recores and repairs, setting up cores new buildings, 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

- OSHA Training is now online! Log into K@TE to complete your OSHA training as soon as possible for 2025. Failure to do so before June 30 will result in a freeze on administrative leave approvals until the training is complete.
- Training Calendar is available online! Visit <https://fs.utk.edu/comminfo/training/> to view upcoming training dates, times and information throughout the year. Check back often!

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FS IT

- Conference Room Setups
- 2025 Computer Upgrade Program
- Investigate Printer lost in Shipping..
- Server Management
- DASH support
- Printer Installations
- Register/Troubleshoot SCADA Devices on UT Network.
- Order Network circuits for Campus SCADA Program
- Register Building Access Devices in NetReg
- Installed Video-over-Ethernet in Conference Room 114, Conference Room Upgrade Project is now Complete.
- Adobe Purchase

UTILITIES SERVICES

A/C SERVICES

- Clement Hall – Installed new unit for elevator room.
- Rocky Top – Working on a heating water leak.
- Hodges Library- Repaired an air leak.
- Plant Bio- Worked on Growth chambers.
- South College- Repaired chill water coil.
- SERF #416- Worked on unit.
- Motor Pool -Installed new heaters.
- Blount Hall – Repaired broken line of the air compressor.
- Communication #208- Repaired unit.
- Sigma Chi – Worked on units. (with Trane)
- Food Science- Repaired leaking reheat coil.
- Fred Brown #315 – Repaired unit.

BUILDING AUTOMATION

- Gate was hit by a dump truck at the Steam Plant
- Disable/enable smoke detectors for contractors @ McCord Hall
- Disable/enable Sprinkler system for century @ANRB
- Disable/Enable smoke detectors for AC Shop @ Clement
- Assist Morristown with Sprinkler repairs @ Vol Hall
- Smoke Detector in Alarm reset panel@ Carrick
- Troubleshoot earth ground @ HPER
- Smoke detector in alarm reset panel@ Reese
- Fire watch for Vols @ TBA
- Assist with sprinkler testing @ Vol Hall
- Assist JCI with repairs @ Tickle & Laurel, Panhellenic
- Clean 2 dirty smoke detectors@ Clement
- Assist Morristown with yearly testing @ Massey
- Assist Contractor @ 11st parking
- Assist sprinkler testing @ Zeanah
- Remove fire alarm devices @ Zeanah
- Pump Test @ Dougherty, Min Kao
- Install VFD @ Min Kao
- Assist Morristown with repairs @Hesler
- Remount Duct Detector @ IAMS
- Reinstall AV @ Baker
- Disable/Enable smoke detectors and duct detectors @ Communication
- Count Clocks for replacement @ Claxton
- Assist sprinkler testing @ SERF
- Gate hit by line truck @ Steam Plant
- Replace Visors on traffic signals @ Campus



BUILDING AUTOMATION (CONT.)

- Find a Wire path for gates at the student union parking lot@ Campus
- Work on VFD @ ANRB
- Assist in locating underground utilities @Student Union
- Fire Watch for PBR @ TBA

ELECTRICAL SERVICES

- No report received

PLUMBING SERVICES

- No report received

STEAM PLANT

- Cleaned the shop
- Check the fluids on all forklifts
- Steam yard walk-through (leak inspection)
- Maintaining air filters Sul Air compressor
- CAT generator test run
- Cleaned cobwebs off the fire floor
- Fabricated new header for Boiler #4
- Installed Temporary patch on #4 boiler Header
- Repaired leak on condensate pump

IN-HOUSE CONSTRUCTION

- Agriculture and Natural Resource Building: Install cabinets 411; Display cabinet 219
- Anderson Training: Water and drain for Smokey's
- Architecture Annex: Make watertight exterior shell
- Austin Peay: Paint, carpet, furniture on 2, 3
- Campus: Support for dining operations; Locks for CEHHS rooms; Sidewalk repair
- Claxton Education: Paint, flooring, other renovations to 101 and 109A; Access controls for 101
- Communications: Renovate 001-017, 250/251, 294/295, 333 and 420; HVAC for WUOT 299I
- Dabney Buehler: Lab renovation 209-214; Polish concrete floor 633
- Dougherty Engineering: New sink 307A1; Sink M020
- ETREC Johnson Animal: Replace 2 blue phones; Construct dog park
- Facilities Services: Install monitors in 127; Digital signage on conf. rooms; Monitors in 122
- Fred Brown: HVAC, exhaust for food areas; Paint walls, stairways, etc.
- HPER: Paint B020; Mesh gates/offices B001, B002; Level floor 113, 120-124; Wall and door 143
- Haslam Business : Renovate 418 Anderson Center
- Hesler Biology: Renovate 104 and 105 for labs; Renovate 606, 608, 609; Install generator for greenhouse electric
- Hodges Library: Renovate 171 for Census Bureau; Sink and room alterations 209 and 211
- Innovation South: Electric connections for equipment
- Law Complex: Offices, conference rooms 212
- McCord Hall: Renovate for growth room B003
- Middlebrook Building: Modify door controls on 137; Offices on 1st floor
- Morgan Hall: Office renovations 105-112



IN-HOUSE CONSTRUCTION (CONT.)

- Mossman: Renovate labs 343 E & F, 351 E & F
- Nielsen Physics: Meeting space 604
- Perkins Hall: Renovate multiple rooms for BME
- SERF: Renovations for 103, 106, 108, 213; lab renovations 520 & 536; lab renovations 434, 438, 439: Lab renovations for cluster hires; 480 volt electric 610
- South and East Stadium: Emergency electric for weather station
- Strong Hall: Lab work 726A1
- Student Aquatic Center: Safety handles around pool pump motor pit; Electric for pool systems
- Tickle Engineering: Renovations for robotics lab A100; Build 3 offices in 502
- Vet Med: Electric & prep work for 2 new x-ray machines; Walls, doors, electric D118, B203; Add a blue phone
- Vol Hall: Electric for truck charger
- Walters Academic: Renovate A203 for storage
- Zeanah Engineering: Card reader \ Add access controls for 8 rooms; Lab renovations for cluster hires; Rad exhaust and moving hoods 1 and 2; Make 275 an office



- 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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Safety Tip of the Week - Falls from Ladders



According to OSHA, falls are one of the leading causes of death in industry and construction. Every year falls from ladders make up nearly a third of those deaths. Following safe work practices can prevent those fatalities.

Safety Work Practices

We should adopt safe work practices, ensuring our safety from a fall during the use of a ladder:

- Use the right ladder for the job. REMEMBER a ladder is rated for weight limitations;
- ALWAYS inspect, maintain, and store ladder correctly;
- Consider the height, use a ladder long enough to reach the work area, without having to stand on the very top rung;
- ALWAYS secure and extend the ladder at least 3 feet above the landing point to provide a safe handhold to exit and enter the ladder in position;
- ALWAYS secure the base of the ladder by properly placing the safety feet to provide a grip on the work surface that is stable and level, never uneven;
- Fully extend the ladder, check the extension bar between the side rails;
- Provide a control access zone around the ladder, use barriers (e.g., cones) preventing passersby from walking under or near the ladder while in use. Do not use ladders near doorways. Ask a coworker to act as a lookout if necessary;
- ALWAYS maintain three points of contact with your ladder. Never carry any tools or materials in your hands. Place items in a bucket or a tool belt; and
- ALWAYS keep your body weight in the center of the side rails.

LADDERS HOLD SOMETHING IMPORTANT—YOU!



CAMPUS EVENTS TO EXPAND YOUR BORDERS

Thoughtful Thursdays; March - May

The [Office of Assessment, Culture, and Education](#) (ACE) has updated its schedule of the five remaining Thoughtful Thursdays of spring 2025. [Click here to read](#) more about the upcoming sessions, listed below.

Thoughtful Thursdays: March – May

- March 27: Dignity: A Key to Constructive Conflict Management
- April 10: Recovery Ally Training
- April 24: Becoming an Active Bystander
- May 8: Courageous Dialogue

Asking for What You Need: A Panel Discussion

The Office of Assessment, Culture, and Education is hosting a panel discussion titled [Asking for What You Need: A Conversation on Self-Advocacy Strategies and Evidence-Based Approach](#) on April 1 at 1 p.m. in the Scripps Convergence Lab (COM 402G).

This engaging discussion will feature panelists from a broad array of backgrounds sharing their experiences and insights on self-advocacy. Attendees will learn about pivotal moments of self-advocacy, contextual factors shaping advocacy approaches, and how leveraging data and evidence can strengthen self-advocacy efforts for themselves, their teams, and for securing resources. The workshop aims to provide participants with actionable techniques to build confidence and effectively advocate for their needs. [Click to register](#).

Upcoming Environmental Leadership Awards

The annual Environmental Leadership Awards recognizes students, faculty and staff, and members of the greater Knoxville community who help to Make Orange Green through their environmental leadership. The awards are a collaboration between the Office of Sustainability and the [Committee on the Campus Environment](#) (CCE). The 2025 Environmental Leadership Awards Ceremony will be held on Monday, April 7th.

Do you know someone who deserves to be recognized for their environmental leadership? Or are you planning to attend the ceremony? Use the links below to participate!

Nominate a Candidate: Submit your nominations for students, faculty, staff, or community members who make a difference in sustainability.

RSVP for the Ceremony: Let us know you're coming to celebrate these amazing leaders!