

# Facilities Services Weekly

February 7, 2022

ADMINISTRATION ● FACILITIES OPERATIONS ● ENERGY MANAGEMENT ● ZONE MAINTENANCE  
ADMIN. & SUPPORT ● COMMUNICATION & INFO SERVICES ● UTILITIES ● DESIGN ● CONSTRUCTION

## New Associate Vice Chancellor for Facilities Services Named

Michael Brady will be joining the Facilities Services team as our new Associate Vice Chancellor for Facilities Services beginning March 28, 2022. We look forward to his leadership, and we want to thank Terry Ledford for his service as interim AVC.

## Virtual Office Hours - Online Performance Reviews

Virtual Office Hours for Staff Performance Reviews and OPR will be on Wednesdays and Fridays through March 30.

Wednesdays: 8:30 - 9:30 am & 3:30 - 4:30 pm

Fridays from 12:30 to 1:30 pm

We will have a waiting room for the Zoom, so as people join they will be staged there so we can talk with visitors one on one.

<https://tennessee.zoom.us/j/95829651971>

Or iPhone one-tap (US Toll): +13126266799,95829651971# or +16468769923,95829651971#

Or Telephone: Dial: +1 312 626 6799 (US Toll) or +1 646 876 9923 (US Toll)

Meeting ID: 958 2965 1971

## Zoom Briefing Updates

Please be sure you are checking emails from Sam Ledford. To see the most recent briefing, visit <https://youtu.be/JRffEgFi4Rc>.



## Internal Positions Open

We currently have several open positions! If you are interested in applying, visit <https://hr.utk.edu/staff-positions/> and click the "Staff Positions for Internal Candidates" link.

E01-0116	Training Admin Spec I	E01-7224	STAR Team Member
E01-7202	Facilities Space Coordinator	E01-7224	Construction Project Manager
E01-7205	Steam Plant Mechanic (SR)	E01-7230	Irrigation Technician I
E01-7212	HVAC Spec II (SR)	E01-7230	Heavy Equip Supervisor
E01-7212	HVAC Spec I	E01-7230	Landscape Svcs Foreman
E01-7216	Locksmith I	E01-7264	Rapid Resp Team Supervisor
E01-7217	Painter Asst III	E01-7212	HVAC Foreman
E01-7217	Sign Design Spec		<b>Multiple openings for -</b>
E01-7218	Plumbing & Heating Specialist I		Building Technician
			Maintenance Spec II



FS WEEKLY CONTINUED ON PAGE 2

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## FS WEEKLY CONTINUED:

### ADMINISTRATION

#### Special Projects:

- Polo shirt distribution
- Serving on the Culture Committee
- Working on updating student assistant scholarship materials
- TCO Inventory
- Evaluation software demos for Archibus Replacement Committee

### FACILITIES OPERATIONS

#### Building Services:

- Music Building-- Cleaned the rugs on 1st floor, enhanced all classrooms with 360 machines. 2nd floor bathrooms were cleaned scrubbed and detailed.
- Temple--1st cleaned where ceiling tiles fell from leak. Also, all rugs were shampooed.
- A&A-- New rugs placed at entrances, also detailed cleaned front entrances on inside to remove dust build up and stains from water leaks. 1st floor bathrooms were detail cleaned and scrubbed. Graffiti taken off the bathroom stalls, 3rd floor women's room.
- Humanities-- classroom 206 was carpet cleaned to remove coffee spill. 124 was top scrubbed to remove black marks and scuffs.
- Dabney stairs were detailed
- Dabney all classrooms were detailed
- Hesler room 329 scrubbed and waxed
- Hesler room 335 scrubbed and waxed
- Dabney 3rd floor Hall buffed

#### Landscape Services:

- Campus wide: Pruning shrubs and mulch install for spring
- First Impression Projects: Excavation for picnic table pad near Third Creek Building
- Robinson Hall: Excavate and reconfigure landscape irrigation for new sidewalk (cont.)
- Golf Facility: Install erosion remediation materials along bank of creek flowing through the course (cont.)
- Tom Black Track: Support water line installation and

site work remediation (cont.)

- Winter tree planting and update tree inventory database (cont.)
- Zeanah Engineering: Monitor landscape contractor during installation (cont.)
- Ayres Hill ADA staircases: Coordinate with FS Design on landscape plan for new staircases (cont.)
- Pedestrian Mall Expansion Phase II: Participate in weekly progress meetings (cont.)
- Fleming Warehouse: Clean-up of vegetation and prep for life safety improvements (cont.)
- Concord Street Site: Demolition clean-up and fence repairs (cont.)
- Campus wide: Maintenance pruning to younger trees (on-going)
- Recruiting to fill vacant positions

#### Sanitation Safety:

- Worked on monthly building interior PMs.
- Worked on bi-annual building exterior PMs.
- Completed on-demand Pest Control work requests.

### ENERGY MANAGEMENT

#### UT Office of Sustainability/Recycling:

##### Recycling Totals for January 31 to February 6:

- Bottles/Cans: 1,780 lbs.
- Paper: 6,680 lbs.
- Cardboard: 7,700 lbs.
- Agriculture Waste: 13,900 lbs.
- Food: 14,250 lbs.
- Landscaping Waste: 7,100 lbs.
- Greasy Waste Water: 14,400 lbs.
- Total: 66,960 lbs. / 33.48 tons
- Pallets: 4,960

##### Recycling Totals for Fiscal Year 22:

- Bottles/Cans: 190,800 lbs. / 95.40 tons
- Paper: 211,000 lbs. / 105.50 tons
- Cardboard: 266,270 lbs. / 133.14 tons
- Agriculture Waste: 467,313 lbs. / 233.66 tons
- Food Waste: 335,735 lbs. / 167.87 tons
- Landscaping Waste: 454,709 lbs. / 227.35 tons

SUSTAINABILITY CONTINUED ON PAGE 3

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## **SUSTAINABILITY CONTINUED:**

- Total: 1,471,118 lbs. / 735.56 tons

### Sustainability Report:

- Three offices filled out an application for the Green Office Program. Learn more on how to make your office green here: <https://sustainability.utk.edu/initiatives/green-office/>

## **ZONE MAINTENANCE**

### **Zone 1:**

- Keeping caught up on work orders in the resident halls.
- Had a small main back up at Clement over the weekend.

### **Zone 2:**

- A reoccurring issue with the electric water heater at McClung Tower has been resolved.
- 2 VFD drives at A&A are being replaced.
- A&A also has the new air compressor up and running.

### **Zone 3:**

- Zone 3 has been dealing with Water Main Breaks at Taylor Law and Panhellenic which caused issues with Heat and Toilets and Urinal's.
- We have been Taking care of all Calls throughout the Zone
- PM'S and General maintenance
- Customer Satisfaction is our Main Focus.

### **Zone 4:**

- Repaired grills and warmers at the Student Union.
- Repaired walk-in freezer floor at UT Culinary
- Repaired cooler and ice machine at Cumberland Ave. Food Court
- Repaired disposal start problem and T-Chef ovens at Vol Hall
- Repairing hot boxes and replacing door gaskets at Anderson Training
- Fixed cart wheels and panels at Stokely

### **Zone 5:**

- At Neyland Stadium checked and made repairs as needed ,after Recruitment
- At Football complex checked and adjusted chemicals in pools
- At Allen Jones checked and adjusted chemicals in pools, and made repairs as needed after swim meet

- At Regal Soccer checked and made repairs , and assisted in renovations

- At East Stadium worked on lights in room 409
- At Sherri Parker Lee Stadium work on heat in club house
- Through out zone Gen Building maint

### **Zone 6:**

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### **Zone 7:**

- AMB : General Maintenance, Replaced 2 toilet seats, conducted walk through's , Replaced Belts on AHU# 12,
- Min Kao : Building checks
- Ferris Hall : Conducted daily walkthroughs and weekly walkthroughs. Servicing AHU's. Serviced compressor. Repaired light Ferris 206.
- Perkins Hall : Conducted daily walkthroughs and weekly walkthroughs. Replacing steam traps.
- Jessie Harris : Checked generator, Daily equipment check, Weekly building check, Cleaned up water from steam leak, Monthly sprinkler system check, Replaced belt on exhaust fan, Checked & cleaned elevator tracks.
- SENTER Hall : Checked & ran generator, Daily equipment check, Weekly building check, Monthly sprinkler system check.
- Fiber & Composites : Weekly building check, Daily equipment check, Monthly sprinkler check.
- SERF : Routine building checks, found source of excessive noise in lab, worked on air leaks, assisted A/C shop as needed, assisted contractors as needed, assisted other buildings in zone as needed.
- Nuclear : Routine building checks, assisted other buildings in zone as needed.
- Zeanah : General Maintenance, Daily checks of equipment and facilities.
- Dougherty : Building checks

### **Zone 8:**

- We worked with the plumbing shop for much of the week to restore domestic hot water in the Brehm Animal Science building.
- We have been troubleshooting issues with a heater in our fire pump room at Brehm.
- Our Process Chilled Water system has been having issues with contaminants from unknown sources that

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ZONE MAINTENANCE CONTINUED ON PAGE 4

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## ZONE MAINTENANCE CONTINUED:

we are working to resolve.

- The One-Call team has been providing coverage for the entire UTK campus.

### Zone 9:

- We are still working to resolve problems after the flood at 1610 University Avenue.
- We got some blinds fixed at 1525 University Avenue.
- We have been changing some lights at 1610 University Avenue.

### ZM Specialties:

- Created panic button test PM for entrances
- Correcting aerial lift inventory and annual inspection PMs in Archibus
- Repaired door operators at UTIAMM and Hodges Library
- Repaired and replaced lights at G13 parking garage
- Performed ultrasonic leak detection at SERF and McCord Hall
- Troubleshooting air compressor leak at McCord Hall
- Corrected air pressure issues at Mossman 128
- Completed exhaust fan repairs in Dabney-Buehler
- Evaluating process chilled water loop at UTIAMM
- Evaluating exhaust issues at Tickle

### Lock & Key Services:

- Thompson Boling Arena – replace broken lock
- Auxiliary Services – rekey lock
- Conference Center – Door handle needs repaired
- 1816 Fraternity Park Drive – repair locks and cut keys
- On Campus – Assisting as needed
- Front Office – processing key request, key pickup and drop off
- University Housing – many recores and repairs
- \*\*Phone lines coming soon\*\*

## COMMUNICATIONS & INFO SERVICES

### Communications & Public Relations:

- Don't forget to send work team photos to Sam whenever you have them. Send them to [sjones80@utk.edu](mailto:sjones80@utk.edu) or via text at 865-771-1531.

- The electronic employee comment box can be found at [tiny.utk.edu/fscommentbox](http://tiny.utk.edu/fscommentbox).

### Employee Training & Development:

#### Upcoming Training:

- **2022 ICS 300 & 400 Training** - ICS 300 is scheduled for February 16 & 17 and ICS 400 training is scheduled for February 23 & 24. Contact Rebecca Alcorn at [ralcorn@utk.edu](mailto:ralcorn@utk.edu) with questions.
- **FS Mini Train** - In the last of the Mini Train mini-series on Professional Email Etiquette, we look at the content of a professional email. What should be included in what you send? What kinds of things need to stay out? And does formatting matter at all? Check it out [here](#).

#### Training News:

- **2022 Online Performance Review Training is now available in K@TE!** Please watch the training that has been assigned to you. If you have questions after completing the training, please sign up to attend a Q & A session with Employee Relations hosted via Zoom through February: Tuesday, February 8 - 10:00 a.m. and 3:00 p.m., and Tuesday, February 22 - 4:00 p.m. and 10:00 p.m.
- **2022 OSHA Training** - 2022 OSHA Training is now available! This training can be completed at any time during the year. We highly recommend taking care of it early to ensure that it is complete at the end of the year. This training can be found at <https://tennessee.csod.com/samldefault.aspx>. Sign in with your NetID and password. Then, click on "Your Transcript" and "Launch" to load the training.
- **The 2022 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!

### IT Support and Maintenance:

- New Office installations for Zone Maintenance
- New Laptops for Rapid Response and Landscape.
- Printing Troubleshooting
- New Computer Setup
- Job Interviews for Tim 2.0

COMM & INFO CONTINUED ON PAGE 5

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## COMM & INFO CONTINUED:

- Conference room setup and updates
- Recycling
- Surplus Inventory Disposal

## UTILITIES SERVICES

### A/C Services:

- Repaired heating controls for fan box 114 at Perkins
- Calibrated pneumatic thermostat for room 408 at SMC
- Reset control on lower RTU1 at Kingston Pike bldg.
- Repaired heating controls for room 402a at Hesler Biology.
- Reprogrammed controller for AHU 5 at Jartu.
- Reprogrammed controller for domestic heat converter at SMC.
- Verified operations of hot water converter at Hodges Library.
- Replaced faulty UPS for HW controller in basement of SMC.
- Replaced faulty poppet for exhaust valve that serves lab 107 at Plant Biotech.
- Reprogrammed and wired in new safety for RTU that serves the gallery at McClung Museum.
- Replaced poppets in Phoenix Control Valve in room 416 at SERF.
- Began trouble shooting hood issues in lab 516 of SERF.
- Reset RTU unit 1 at Dougherty, also started Energy Recovery Circulation Pump.
- Completed Domestic Hot Water project at SMC.
- Commissioned new VFD for indoor pool at Allen Jones
- Began trouble shooting heating issue in room 135 at the Police Station.
- Rebuilt heating water pump #4 and repaired secondary chilled water pump at Dabney.
- Repaired walk in cooler at Culinary.
- Repaired York Chiller at Neyland Thompson.
- Repaired steam leak in room 231 and replaced condensate pump in A/C elevator equipment room unit at Jesse Harris.
- Repaired condenser water pump No. 1 at SERF.
- Repaired prep cooler at Panda Express.
- Replaced motor on control air compressor at Tyson.
- Repaired A/C system serving lobby area at Softball.

- Replaced Motor on control air compressor at Blount.
- Drained chilled water loop to all Del Air to reroute chilled water lines then brought chilled water loop back in service at Plant Biotech.
- Replaced compressor in Dectron unit No. 3 at Alan Jones.
- Replaced humidifier in growth chamber unit at Hesler.
- Repaired walk in cooler in catering kitchen at the Student Union.

### Electrical Services:

#### Security/Fire Alarm Group:

- Monthly fire pump testing across Campus.
- Repaired devices and cleared alarms at Hess Hall, Kingston Pike Bldg., Strong Hall, Music, Laurel Hall, Rocky Top Dining, Nursing, S. Carrick and TBA.
- Assist MASCO daily with pump tests and 1&5-year inspections on Campus.
- Disable/enable devices for plumbing at SMC chiller and Reese Hall.
- Disable/enable devices for AC shop at Student Union penthouse and S&E.
- Turn fire pump and jockey pump off for the electrical outage at the East Skybox.
- Assisted BST in adding power supply for door holders on the 3rd and 4th floors of Henson Hall.
- Repaired door contact issues at JARTU, Publication, TREC, KPB and S&E.
- Repaired door strike at Humanities.
- Repaired panic bar at Student Union II.
- Installed Handicap door relay at Magnolia.
- Relocated panic button and cleared an offline at University Commons.
- Checked and cleared fire supervisory at Zeanah.

#### High Voltage:

- Daily 1-800 marking.
- Pumping electrical manholes on Campus.
- Monthly maintenance on both substation on Campus.
- Changed bollards, ballasts and bulbs to new LED at Sutherland Rec. Field.
- Finding and ordering light fixtures for repair at steam plant and Tom Black track.
- Changed old fixtures to new LED at the Steam Plant and

UTILITIES SERVICES CONTINUED ON PAGE 6



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## UTILITIES CONTINUED:

- the International House lower parking lot.
- Cold weather coverage.
- Had HV trucks tested by TORCO.
- Emergency 1-800 Marking for KUB water leak on Cumberland.
- Unloading new transformer in substation then setting up crane to set it in place.
- Pick up cam lock cables used for recruiting event in home locker room at Neyland Stadium.
- Met with TA for new power needed for future beer garden at Baseball.
- Turning off East side field lights for work going on in lower bowl of Neyland Stadium.
- In site for inspection and pictures of new fire pump duct bank installation at Ellington.
- Tracing and locating correct breaker in panel for outlets on pole lights along Andy Holt Ave.

## Secondary Electrical:

- Troubleshooting and repair of lighting Rm. 215 at Art and Architecture.
- Monthly Meter Readings.
- Repair lights SMC 4th Fl.
- Re-wired pumps at Reese Hall.
- Replaced Electric Vehicle charging station and circuit breaker at Ag Campus.
- Repaired Outlets at Haslam Business College.
- Install Exterior Lighting Timer and Contactors Plant Biotech.
- Repaired Lights Andy Holt Tower Rm 522
- Installed Occupancy Sensor Min Kao Rm 634
- Installed Emergency Power Mossman Engineering Bldg.
- Replaced 25 HP Variable Frequency Drives at Allen Jones Aquatic Center

## Plumbing Shop:

- Pumped steam vaults on campus.
- Campus Tennessee One Calls
- Wastewater testing.
- Repaired water line break at Panhellenic.
- Repaired leak under sink in room 110 at Kappa Delta Sorority.

- Repaired floor drains at Student Union.
- Replaced shower valve at Goodfriend Tennis.
- Unstopped kitchen drain at Sigma Kappa and Alpha Chi Omega.
- Installed a new water heater at Crops and Genetics lab.
- Installed kitchen faucet at Nielson Physics.
- Cleared drain on 1st floor and repaired backflow in machine room at UT Conference Center.
- Repaired a broken drain at Sigma Nu.
- Repairing sauna at Anderson Training.
- Repaired leaking drain at Music Center.
- Unstopped urinal at IAMS.
- Assisted contractors at Tickle steam vault.
- Repaired steam leak at South Stadium.
- Repaired condensate pump and motor and repaired steam leak at Reese Hall.
- Replace steam regulator at Hesler Greenhouse.
- Repaired condensate pump at Austin Peay.
- Replace gate valves at A&A.
- Repair steam regulator and PVI at Jesse Harris.
- Removed flash tank at Food Safety.
- Insulated steam line going into Morgan Hall.

## Steam Plant

- Finished re piping steam driven feed water pumps.
- Placed pumps on line.
- Took turbine off line and switched on line boilers.
- Worked on area lighting.
- Worked on condensate pump.
- Monthly report.
- Control panel for chemical pumps.
- Worked on low water cutouts on #3 boiler.
- Replaced mechanical seal on electric feed water pump.
- Test ran 2 MW generator.
- Replaced drain on sample sink.
- Replaced gasket on 6" drain line.

## **CONSTRUCTION SERVICES**

- Alumni Memorial Building: Fire Marshal POCA list
- Art and Architecture: Laser cutters in 3rd floor Print Center
- Ayers Hall: Install lockers in G012; Soundproof doors 208 and 247

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## CONSTRUCTION CONTINUED:

- Bailey Education: Renovate 5th floor lobby; Paint and carpet A414; Change light switch A231; Paint 231
- Bass Building/Body Farm: Clearing and new fences for Body Farm expansion
- Campus: Replace University Seals; Replace elastomeric couplings on fire pumps with metal grid couplings; Volunteer First Impressions Contest winning projects; Refurbish outdoor basketball courts behind Fraternities; Add receptacles for Aramark at various locations; Armed Forces Memorial; Classroom Renovations for Summer 2022
- Ceramics Annex: Green space and waterproofing
- Claxton Building: Rework Dean's suite 344L; Add electric receptacles (emergency power)
- Communications: Renovate 302B; Paint 473
- Dabney Buehler: New HVAC units 550, 552, 553; Replace fume hoods in 408, 507, 508, 607, 608
- Delta Tau Delta: Repairs from vandalism
- Dougherty Engineering: Carpet 407, 407A, 407C; Renovate 101 for welding and robotics lab; Painting 508
- Dunford Hall: Paint and electric 2432
- Early Learning Center: Additional A/C unit for kitchen at 2010 Lake
- Equity and Diversity: Storm door and awning
- Facilities Services Complex: Install interior cameras; Add door to conference room 111; Security film on conference room glass
- Ferris Hall: Electric and exhaust for lab 217
- Food Science Building: Renovate 215 for Creamery kitchen
- G7 Parking Garage: Replace transformer and electric panels; Chain link enclosure around equipment and 120 volt electric on 1st floor
- Greve Hall: Renovate G005 for Smokey's Pantry; Year around steam to HVAC units on 1st floor
- Haslam Business Building: Paint the building interior; Additional electric circuits 514 and 540; Painting 522A; Replace sound panels in 201, 203, 302, 303, 403; Privacy film on 18 rooms
- Hodges Library: Renovate 252; New lighting and painting 199A; Paint, carpet, millwork 605; Renovation for UT Press
- HPER: Clean tennis courts; Divide 360A into 2 offices
- International House: Divide 110 into 2 offices
- Jessie Harris: blinds 229C & D
- Jewel Building: New garage door for basement
- JIAM: Connect glove box to exhaust 256; Electric work G026; Install utilities to ventilated cylinder cabinet; Cylinder straps, electric and chilled water 158B
- Kingston Pike Building: Install Opticool rack system; Renovate 135 into on-line studio; Renovate south end of 135-cubicles, paint, flooring
- McClung Tower: Paint, flooring, blinds 612; Vinyl flooring 5
- McCord Hall: Roller shades in labs on ground and 1st floors
- Min Kao: Change 5 receptacles to 120 volt/ 20 amp in 342
- Morgan Hall: Paint 126C
- Neyland Thompson Sports Center: Renovate 118 for new cryotherm tubs
- Nielsen Physics: Remodel room 217 into a lab
- Perkins Hall: Fire Marshal POCA list; Classroom renovations
- Plant Biotech: Renovate 349
- Presidential Court: Convert Pod Market to shop for University Mail and Printing
- SERF: Remove connecting doors and add corridor door 511; Exhaust for equipment 522; Utility work and drains for polisher in 309; Electric and air in 108; Electric and chilled water 321
- Sigma Kappa: Remove a section of wall to open room
- Sigma Nu Fraternity: Ladies restroom repairs
- SMC: Paint several offices; Paint and furniture 312; Signage for 2nd floor
- Stokely Hall: New electric circuit for Aramark for coffee maker
- Student Health: Repair flooring seams on 1st floor; Replace back entry door adding ADA operator
- Student Rec and Fitness Center: Replace lighting
- Student Union: Electrical work for robot chargers
- Taylor Law: Replace sound panels 132, 135, 136, 241, 242
- Temple Hall: Shelving 114
- Third Creek Building: Add for emergency messaging to fire alarm system
- Thompson Boling Arena: Move card reader
- UT Drive Services Building A: Renovations for 2nd floor offices
- UT Drive Services Building B: Renovation 101 for sculpture studio; Additional electric for wind tunnel area

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- UT Warehouse: Fire Marshal POCA list; Install dock lights
- Vet Med Center: Roller shades in Pendergrass Library; Utility connections for sanitizer
- Zeanah Engineering: Install plaques; Add for emergency messaging to fire alarm system
- 1610 University Ave.: Repair crack in building brick veneer
- 1815 Highland Avenue: Security system
- 1817 Melrose Avenue: Carpet the stairs
- 22nd Street Duplex: Painting, 1 door replacement, ramps

## T FACILITIES SERVICES Employee Comment Box Locations:

- Facilities Services Complex Break Room
- Facilities Services 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](https://tiny.utk.edu/fscommentbox).



To suggest an additional box location, or for more information, please contact Sam Ledford at [sjones80@utk.edu](mailto:sjones80@utk.edu).

## Join Facilities Services on Social Media



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