

Facilities Services Weekly

September 20, 2021

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

Zoom Briefing Updates

Please be sure you are checking emails from Sam Ledford. To see the most recent briefing, visit <https://youtu.be/okbZLPBxPXY> if you missed any of the previous briefings, they can be found at the links located on page 4 under Communications & PR.

Chuck Thompson Nominations

Chuck Thompson Nominations are now open. Online nomination forms can be found at <https://fs.utk.edu/cta/ctaward/> or hard copies can be picked up from Veronica Huff or Sam Ledford. The nomination deadline is October 1. Send in your nominations now to help us name our exceptional employees of 2021! An informational flyer, eligibility list and the Chuck Thompson letter can be found at the end of this newsletter.

Campus Chest Campaign

It's time to kick off the annual Campus Chest Campaign! This is an employee giving program that promotes the support of health and social service nonprofit agencies to help our community, provide assistance to those in need, and show what the Volunteer spirit really means!

The campaign will extend through **November 5**. Login to the pledge portal at <https://tiny.utk.edu/campuschestfs> with your Net ID and Password to see how your support is powering United Way of Greater Knoxville, Community Shares, and other independent agencies to keep doing critical work for our community all year long.

Helpful Hints from the Haberdasher

Oh No My Uniforms Don't Fit Anymore!

If your uniform no longer fits the exchange process is VERY easy, but involves a few steps to assure quick replacement.

- 1) Bag-&-Tag ONE item (1 shirt or 1 pair of pants or even one full set if both pieces needs to be exchanged). This means placing the item(s) in a clear bag with a yellow or orange tag that simply states the new size needed. For example: "Need 2X"
- 2) Just slip the tag between the bag and the garment so it can be seen from the outside.
- 3) Place bag in the short in the short mending bin.
- 4) Send an email to me: (jtolber3@utk.edu) telling me what you did and the size you need.
- 5) The supplier will deliver the full amount of new sized uniforms.
- 6) Once you have received the pieces AND they are correct AND fit, then, AND ONLY THEN, do you Bag-&-Tag the remaining uniforms! Since you have what you need the tag on these uniform simply needs to say "Not Needed". YOU CANNOT KEEP THE OLD UNIFORMS.
- 7) If you have ANY questions about uniforms please don't hesitate to contact me, Jim Tolbert, at 974-2347.

ADMINISTRATION

FACILITIES OPERATIONS

Special Projects:

- "Nothing great was ever achieved without enthusiasm."
- Ralph Waldo Emerson
- **Pink Day** will be held on Wednesday, October 13th.
More details to come.

Building Services:

- Neyland Stadium: Gameday cleanup.
- Haslam Business: Cleaned the entrance rugs. Cleaned after many events.
- SMC: Cleaned up after events.

FS WEEKLY CONTINUED ON PAGE 2

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

FS WEEKLY CONTINUED:

- Delivered supplies to buildings.
- Hodges Library: Polished all handrails and swept staircases. Pressure washed the dock. Dusted art in special collections. Deep cleaned the elevators and Smokey statue.
- Student Union: Gameday prep and cleanup. Prepared for project work. Cleaned restrooms and tables in Food Court areas. Preparing for the Chancellor's visit on Tuesday, September 21. Detailed the auditorium. Cleaned the carpet in the seating area of Phase II first floor. Event rooms were cleaned in preparation for Fall Family Weekend.

Landscape Services:

- Welcome new student assistant: Jacob Vanzant
- Arboriculture: Removal of hazardous trees.
- Cherokee Farm: Prep various locations for numerous special events in October.
- McClung Museum: Move stone bench inside lobby to the landscape outside the main entrance.
- Steam/condensate distribution: Planning for project continuation in Phillip Fulmer Way (near gate 21) during fall break
- TN Tech game (9/18): Prep, support and clean-up
- Pedestrian Mall Expansion Phase II: Participate in weekly progress meetings
- Fleming Warehouse: Clean-up of vegetation and prep for life safety improvements (cont)
- Campus wide irrigation system monitoring and repairs (on-going)
- Concord Street Site: Demolition clean-up and fence repairs (cont)
- Campus wide: Maintenance pruning to younger trees (on-going)
- Career Path Project: Making final adjustments to coordinate with new job family classifications before sending to HR for review (cont.)
- 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 September 13 to September 19:

- Bottles/Cans: 9,960 lbs.
- Paper: 5,080 lbs.
- Cardboard: 9,020 lbs.
- Manure: 9,300 lbs.
- Food: 14,450 lbs.
- Total: 47,810 lbs./ 23.91 tons
- Pallet: 140

Recycling Totals for Fiscal Year 22:

- Bottles/Cans: 77,140 lbs. / 38.57 tons
- Paper: 95,140 lbs. / 47.57 tons
- Cardboard: 95,380 lbs. / 47.69 tons
- Manure: 159,113 lbs. / 79.56 tons
- Food Waste: 74,307 lbs. / 37.15 tons
- Green Waste: 530,980 lbs. / 265.49 tons
- Total: 501,080 lbs. / 250.54 tons

Sustainability Report:

Provided recycling support to the following events:

- 9/15- Grateful Vol Day
- 9/19- Race for the Summit
- Free Store Pop Up at the Student Union on Friday, September 17th
- Green Fee Meeting

September 18/ A Preview of Tennessee Tech Game Recycling statistics:

- Diverted 2,620 pounds of single stream recycling from tailgates and stadium sweep
- Received 11 volunteers for who assisted for 3 hours each
- Received 5 volunteers for food recovery who assisted for 2.5 hours. Recovered 1,523 lbs of food
- Composted roughly 800 pounds of food waste

ZONE MAINTENANCE

Zone 1:

- Staying caught up on work orders in residence halls.
- Starting to get A/C units back for Fred Brown.

ZONE MAINTENANCE CONTINUED ON PAGE 3

Facilities Services Weekly

September 20, 2021

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

ZONE MAINTENANCE CONTINUED:

Zone 2:

- Clarence Brown Theater: Cleaned fountains. Repaired ground lights. Repaired water fountain at Lab entrance. Door adjustment at side entrance of Clarence Brown.
- Temple Hall: Addressing condensate leak.
- McClung Tower: Cleaned fountain. Reset water heater.

Zone 3:

- Hodges Library: We repaired two doors, serviced AHU 3 & 4.
- Melrose: We installed two window units, finished lighting project.
- Conference Center: Replaced a motor on AHU# 1.
- Working on PMs throughout the Zone and answering calls.

Zone 4:

- Repaired dish machine at Student Union Phase II.
- Repaired holding cabinet at Student Union Phase I.
- Repaired gas rice cookers at Cumberland Food Court.
- Repaired lighting at Anderson Training.
- Repaired dish machine at Stokely Hall.
- Repaired fryer at Hess Hall.
- Replacing ceiling tile at Thompson-Boling Arena
- Completed PMs at all Aramark Units.

Zone 5:

- At Neyland Stadium, checked and made repairs as needed after Pittsburgh and ahead of Tennessee Tech.
- At Anderson Training, we checked and adjusted chemicals in pools.
- At Allan Jones Aquatic Center, we checked and adjusted chemicals in pools.
- At Regal Soccer, we checked and replaced lights as needed.
- At Parking Services, we checked and replaced LED lights as needed.
- At Auxiliary Services, we worked on roof leak and leaking toilet in restroom.
- Throughout the zone, we conducted general building maintenance.

Zone 6:

- Generally maintaining environmental equipment.
- Generally addressing work order issues.
- Continue QR Code initiative.

- Unlock doors.
- Air filter changing zone wide.
- Dabney control valve replacement.
- Power outage coverage.
- General LED lighting project.

Zone 7:

- Alumni Memorial: General maintenance, working on PMs, set up for shows and/or lectures, leak repairs throughout the building, daily walk throughs and belt adjustment on AHU #6.
- SERF: Routine building checks, traced leaks, greased equipment, performed monthly PMs, repaired sink drains, replaced broken lights and ballasts, replaced belts on strobic units, assisted A/C shop as needed, and assisted other buildings in zone as needed.
- Nuclear Engineering: Routine building checks and assisted other buildings in zone as needed.
- Tickle Engineering: General maintenance and building check lights out.
- Min Kao: Working on lights, working on restrooms and conducting building checks.
- Dougherty Engineering: Going through building changing batteries in all the key locks on the doors and installing automatic flash valves in the building.
- Jessie Harris: Checked roof, checked elevator tracks, weekly building check, daily equipment check and repaired door handle.
- Senter Hall: Checked roof, weekly building check, daily equipment check, cleaned up water from condensation pump leak.
- Fibers & Composites: Checked roof, checked elevator tracks, weekly building check and daily equipment check.
- Ferris Hall: Conducted daily walk throughs and weekly walk through. Serviced AHU 004, AHU 005 and AHU 006.
- Perkins Hall: Conducted daily walk throughs and weekly walk through. Serviced AHU 002. Repaired leak in ceiling room 120.

Zone 8:

- One-Call continues to be very busy answering calls for the entire UTK campus.
- We have recently been working to upgrade the lighting

ZONE MAINTENANCE CONTINUED ON PAGE 4

Facilities Services Weekly

September 20, 2021

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

FS WEEKLY CONTINUED:

- in South Greenhouse.
- We are having some UV rated plastic that will be replaced at Greenhouse 13 soon.
- We replace the exhaust fan motor for the Plant Propagations building.
- We will be having a Process chill water outage at the JIAM building to make needed repairs.

Zone 9:

- AH-1 at the Facilities Complex has shut down and we are working with the AC shop to get it repaired.
- With the help of the construction shop, we got the new exterior lighting installed on the 1610 University Avenue building.
- We will be working through our Archibus work requests to make sure that all PM items are taken care of.

ZM Specialties:

- Worked with A/C Controls to calibrate Phoenix Controls in SERF 312
- Read SCHWP #3 in McClung Tower for A/C Controls
- Worked with A/C Controls to correct airflow issues in SERF 519
- Surveyed duct system in SERF 522 for future equipment installation
- Worked with A/C Controls to read water and air flow for Temple Hall
- Repaired door operator at Hoskins Library
- Installed new door operator at Humanities
- Repaired lights at Andy Holt Garage
- Transported lifts to various campus locations
- Added roof inspection PMs to Sorority Village buildings for Zone 1
- Finalized quarterly cooling tower PM procedure
- Reworking daily inspection PM for all zones
- Training on PdM tools and equipment

Lock & Key Services:

- Humanities: Exit door will not secure/repair.
- Nuclear Engineering: Repair lock.
- Facilities Complex: Change locks on cabinets.
- Min Kao: Repair lock.
- Law College: Repair lock that will not latch.
- Melrose G Section: Replace exit hardware front exit.
- Zeanah Engineering: Install combination locks.

- On Campus: Assisting as needed.
- Front Office: Processing key requests, key pick up and drop off.
- University Housing: Many recovers and repairs, assisting as needed.

COMMUNICATIONS & INFO SERVICES

Communications & Public Relations:

- As a reminder, information for the 2021 Annual Report is now past due. Please send all updated information to Anna Best.
- The Summer issue of The Facilitator is now available for viewing online. Visit <https://fs.utk.edu/facilitator/> to read up on some of the many happenings across our department.
- Don't forget to send work team photos to Sam whenever you have them. Send them to sjones80@utk.edu or via text at 865-771-1531.
- Most recent zoom briefing links:
- Briefing #36: <https://youtu.be/ftYmWFcScXo>
- Briefing #37: <https://youtu.be/FkFPSTiAZg>
- Briefing #38: <https://youtu.be/eKCa5QNbEhk>
- Briefing #39: <https://youtu.be/osz7FsmpWTM>
- Briefing #40: <https://youtu.be/9GTofz9YRG4>
- Briefing #41: <https://youtu.be/GJ3AHGLOfkY>
- Briefing #42: <https://youtu.be/lpn8ySy6SLg>
- Briefing #43: <https://www.youtube.com/watch?v=p9WDklQKMyw>
- Briefing #44: <https://youtu.be/IXDzdsINBRU>
- Briefing #45: https://youtu.be/mrnEbV_55Ic
- Briefing #46: <https://youtu.be/okbZLPBxPXY>
- Be sure to check any emails from Sam Ledford concerning COVID-19 updates.
- The electronic employee comment box can be found at tiny.utk.edu/fscommentbox.

Employee Training & Development:

Upcoming Training:

- Learning & Organizational Development is reaching out with a needs assessment survey to develop training programs for the upcoming year. Please take

COMM & INFO CONTINUED ON PAGE 5

Facilities Services Weekly

September 20, 2021

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

COMM & INFO CONTINUED:

a few moments of your time to answer their survey questions and contribute your feedback for program development. Click here to begin the assessment: <https://learningandorganizationalneedsassessment.questionpro.com>. Please note that survey participants have an opportunity to enter to win a UTK Swag Bag at the conclusion of the survey.

- There is no TNAPPA conference again this year due to COVID. There are, however, some online training resources provided by TNAPPA that are open to everyone to participate in at <https://tnappa.appa.org/online-training/>. If anyone participates in these training events, please have them send their certificates to fstraining@utk.edu for their credit to be properly recorded.

Training News:

- **Have you lost your badge? Need an updated picture? Contact the Training Team!** - If you lose your badge, need an updated photo or simply need to replace a worn out badge, we would be more than happy to make a new badge for you. Any position changes will be communicated through Nikki and Hannah and a new badge will be created for you at that time.
- **The 2021 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!
- **Your 2021 OSHA Training can be accessed at any time 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. Your course assignments are all the same as they were for 2020, but instead of having each course assigned to you individually, you will have a training curriculum assigned. When you look at your transcript in K@TE, you'll see something like "Facilities Services: Training Group 1 – Office Staff" but it'll be specific to the group you're actually in. Just like you did with the campus compliance training, you'll open the curriculum and then complete each course inside the curriculum. You'll reach 100% completion when you complete every course within the curriculum.
- **External Training Completions** - If you participate in any training not done through K@TE, make sure you let Training (Rebecca, Anna and/or Beth) know so they

can give you proper credit for it. The university does recommend that you receive 32 hours of external training annually (HR 128). Last year, we had our highest number of staff hitting their goal for training hours, and while we don't realistically expect the same numbers as last year, we do want to see our team continue to put time and effort into receiving training for their professional and personal growth.

IT Support and Maintenance:

- Headphone/Mic Troubleshooting
- Gameday EOC Setup
- New Computer Installations
- ZOOM setup
- Printer Maintenance
- Be looking for a new version of Windows to show up on your computers in the next 2 or 3 months. Windows 11 may be pushed out like current windows updates. The main change you will notice is an update to the menu system. Contact Jim McCarter at jym@utk.edu with any questions.

UTILITIES SERVICES

A/C Services:

- Reset air handlers at Mossman after fire alarm.
- Repaired HW valves in room 502 & 520 in East Skyboxes.
- Continued with new install of building automation controller at Hoskins Library.
- Fire watch and HVAC support during the football game.
- Reset all air handlers at Mossman after fire alarm.
- Adjusted airflow in room 403, adjusted fume hood in room 519, replaced faulty contactor for AHU-11 and repaired laboratory controls serving room 3112 at SERF.
- Reset main module at Plant Biotech where communications were lost.
- Reset lower RTU at Kingston Pike Bldg.
- Repaired communications at Hoskins Library.
- The SCHWP2s that serves Dougherty is bad. Control wires were removed so the VFD can be replaced.
- Assisted Air Balance team with air flow and chilled water for Temple Hall room 209.
- Reset modem for Music Chiller Bldg.

UTILITIES CONTINUED ON PAGE 6

Facilities Services Weekly

September 20, 2021

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

UTILITIES CONTINUED:

- Completed new Building Automation System controller installation at Hoskins Library.
- Rebuilt heating water pumps and installed 6" butterfly valves on heating water pumps at Hesler.
- Repairing leaks in heating water system at Dabney Buehler.
- Pre-game check of AC systems at Neyland Stadium.
- Repaired RTU serving visitors dressing room at TBA.
- Replaced pump coupling in secondary chilled water pumps at SERF.
- Rebuilding heating water pumps at Humanities.
- Replaced oil pressure transducer on York air cooled chiller at Law.
- Installing cooling tower make up water supply line at Mossman.
- Cleaned VFD heat exchanger on chiller No. 2 at Strong Hall.
- Installing make up valves in cooling towers at Andy Holt.
- Working with contractors to disconnect power and help troubleshoot color changed LED lights on the West side. Found a short in wiring and corrected the light. Will continue work on key switches at Neyland Stadium.
- Football prep- lighting tower and temporary power at Humanities and Truly's at Gate 9.
- Football prep- Turned on the field lights and checked before the game.
- Football prep- Picked up generator for toilet trailer at Circle Park and turned on both generators for the A/C seats and ran tests in the Stadium.
- Football Game- worked the game, fire watch, sidelines for team power and electrical issues at Neyland Stadium.
- Troubleshooting and repairing lights in the new parking lot at 20th St. and Andy Holt Ave.
- Troubleshooting east pole lights then assisted with repair on ramp lights with the bucket truck. Ordered material and finished piping and pulling new wire to pole lights. Tested and completed at TBA.

Electrical Services:

Security/Fire Alarm Group:

- Monthly fire pump testing across Campus.
- Made repairs and cleared alarms at Stokely Hall, JARTU, Volleyball, TBA, Dogwood Hall, Mossman, S&E, Strong Hall, Min Kao, Laurel Hall, South Carrick, and Dougherty.
- Disabled devices for A/C shop at Senter Hall.
- Disabled devices for contractors at TREC.
- Assisted EHS with fire drills at Neyland Stadium.
- Assisted BST with fire panel repairs at Vol Hall and Taylor Law.
- Assisted Simplex with replacing smoke detectors and heat detectors in two autoclave rooms at Mossman.
- Gameday support.
- Assist in installing a new handicap door operator on the 2nd floor for Humanities.
- Worked with Simplex to add new devices on AHU in the north and south penthouses at Nursing.

High Voltage:

- Daily 1-800 marking.
- Pumping electrical manholes on Campus.
- Meeting onsite regarding the electrical outage needed to move the project forward at Ellington.

- 2nd shift- Checking on amp draw on all outside lights around Plant Biotech.
- 2nd shift- Worked TV trucks on Friday and disconnected after the game. Also, turned off field lights after stadium was clear.
- 2nd shift- Fire watch at Zeanah Engineering for game day.

Plumbing Shop:

- Pumped steam vaults on campus.
- Campus Tennessee One Calls
- Wastewater testing.
- Repairing and testing fire hydrants.
- Installed new water heater at McClung Museum.
- Installed a new water line for a machine at the Vet School.
- Replaced brown drains below the kitchen at TBA.
- Installed a new bottle filler on the 1st floor of Alumni Building.
- Replaced fire hydrant at EJ Chapman.
- Repaired leak under sink in room 222 at Fred Brown Hall.
- Repaired leak in breezeway at Carrick Hall.
- Installed new kitchen sink at Old Facilities.

UTILITIES CONTINUED ON PAGE 7

Facilities Services Weekly

September 20, 2021

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

UTILITIES CONTINUED:

- Repaired hot water at TBA.
- Removed bottle filler in room 240 at Dabney.
- Repaired 2 steam leaks at Neyland Stadium.
- Replaced steam regulator at Student Union.
- Repaired steam pressure to autoclave at McCord Hall.

Steam Plant:

- Opened up #2 and #5 boiler for boiler inspection.
- Closed up #2 and #5 boilers- lite off brought up to line pressure. Checked for leaks and placed on stand by status.
- Worked on steam heater at high pressure gas line.
- Meeting about football game.
- Isolated aux. softeners to perform emergency repair on 6" water line going to aux. softeners.
- Football game.
- Continued to work on area lighting.
- Worked on #4 boiler drum level transmitter.

CONSTRUCTION SERVICES

- Alumni Memorial Building: Fire Marshal POCA list
- Art and Architecture: Renovate Ewing Gallery; Laser cutters in 3rd floor Print Center
- Austin Peay: Carpet 303H
- Ayers Hall: Install lockers in G012; Soundproof doors 208 and 247
- Bailey Education: Renovate 5th floor lobby; paint 113, 114, 223, 227, 329
- 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
- Ceramics Annex: Green space and waterproofing
- Ceramics Building: Install 3 air filtration units in studio spaces
- Claxton Building: New signage at breezeway; Rework Dean's suite 344L
- Communications: Renovate 302B; Renovate 64C and 77; Paint 473
- Dabney Buehler: New HVAC units 550, 552, 553
- Delta Tau Delta: Repairs from vandalism
- Dougherty Engineering: Paint 210; Carpet 226, 304, 310, 312, 406, 407, 407A, 407C, 410; Renovate 101 for welding and robotics lab
- Dunford Hall: Paint and electric 2432
- Environmental Landscape Laboratory: Hang white board and monitor 114
- Equity and Diversity: Paint, flooring and some lighting throughout
- Ferris Hall: Electric and exhaust for lab 217
- Fibers and Composites: Utilities for new equipment
- Fleet Management: 2 Electric vehicle chargers
- Greve Hall: Blinds for 316; Paint 5th floor corridor areas
- Hodges Library: Renovate 252; Paint 552A; New lighting and painting 199A; Paint, carpet, millwork 605; Renovation for UT Press
- Hopecote Building: Roof repair
- HPER: Paint 386, 387; Clean tennis courts
- Jessie Harris: Paint 229D, 336, 337, 341
- JIAM: Add sink in 150; Add cup sink to hood in 216; 3 receptacles for 135; Connect glove box to exhaust 256; Electric for chiller G026; Install utilities to ventilated cylinder cabinet
- Magnolia Hall: Repair a wall
- McClung Tower: Fire Marshal POCA list; Flooring 214, 401, 513, 1106, 1107, 1113, 1119; Paint and flooring 701; Paint 923
- Middlebrook Building: Add card reader to exterior door; LED lighting retrofit in 129
- Morgan Hall: Renovations per POCA
- Mossman Building: Electric for -80 freezer 226
- Nielsen Physics: Remodel room 217 into a lab; Fire Marshal POCA list; New ceilings on 6th floor
- Nursing: Fire Marshal POCA list
- Panhellenic Building: Repair ceiling 106
- Perkins Hall: Fire Marshal POCA list; Renovate classrooms
- Phi Sigma Psi: Repair roof
- Presidential Court: Convert Pod Market to shop for University Mail and Printing
- SERF: Remove connecting doors and add corridor door 511; Electric 108, 407 and 522
- Sherri Parker Stadium: Corrections for SFMO
- Sigma Nu Fraternity: Ladies restroom repairs
- SMC: Paint several offices; Replace faucet; Paint and

CONSTRUCTION CONTINUED ON PAGE 8

Facilities Services Weekly

September 20, 2021

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

CONSTRUCTION CONTINUED:

furniture 312

- Student Health: Repair flooring seams on 1st floor
- Student Union: Move some signage; Paint 382; Move point of sale registers in Vol Shop
- Student Services: ADA height toilet; Acoustical ceiling tiles 209
- Taylor Law: Replace sound panels 132, 135, 136
- Thompson Boling Arena: Move card reader
- Tyson Alumni Center: Repair water damage
- UT Drive Services Building A: Renovations for 2nd floor offices
- UT Visitor Center: Renovation for Creamery
- UT Warehouse: Fire Marshal POCA list; Install dock lights
- Zeanah Engineering: Install plaques
- 1817 Melrose Avenue: Carpet the stairs
- 22nd Street Duplex: Various repairs for doors and wall

Join Facilities Services on Social Media



@utkfacserv



@utfacilities



@UTFacilitiesServices

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.



To suggest an additional box location, or for more information, please contact Sam Ledford at sjones80@utk.edu.

NOW OPEN!

Submit Your Chuck Thompson Award Nominations TODAY!

The nomination **deadline** for the award is
5 p.m. Friday, October 1

Online nomination forms can be found at
<https://fs.utk.edu/cta/ctaward/>

Hard copies can be found with Veronica Huff,
Sam Ledford, and attached to this email.

Mr. and Mrs. Richard C. Thompson, son and daughter-in-law of a former Assistant Director of the Facilities Services Department, have established a \$15,000 endowment with the University. The income from this endowment will be used to make two (2) annual cash incentive awards for non-exempt employees of the Facilities Services Department in the name of Charles F. (Chuck) Thompson.

1. Nominees must have a minimum of ten years' service with the University of Tennessee.
2. Demonstrated extraordinary dedication/determination/results in the course of his or her daily work or in a "special project" situation.

For questions, please contact Veronica at 974-2391 or
vhuff@utk.edu

2021 Chuck Thompson Award Eligibility List

The Chuck Thompson Award is given annually to two non-exempt Facilities Services employees who have a minimum of ten years' service with the University of Tennessee and have demonstrated extraordinary dedication/determination/results in the course of his or her daily work or in a "special project" situation.

One award will be given to an employee in the crafts area and one to an employee in the service/clerical support area. **Nominations will be accepted until 5PM Friday, October 1** and can be given to Veronica Huff in the Facilities Services Complex, vhuff@utk.edu.

Hard copies can be found with Veronica Huff and Sam Ledford. Nominations can also be submitted electronically at <https://fs.utk.edu/cta/ctaward/>

The following employees are eligible for the Chuck Thompson Award. Those on the list marked with * are previous recipients of the award. Please see the following page for the complete list of previous recipients.

Saba Abdel Kadir	Scott Cross	Jonathan Hutsell	Mike Musselman	Cris Strange
Charles Anderson	Todd Curnutt	Edward Jeter	Randall Nicley	Scott Sutton
Thomas Anderson*	Mahmoud Dalal	Jeff Jones	Donna Norris	Sherwin Taylor
Steven Andrews	Jordan Doane	Judy Jones	Roger Norris	Tim Thompson
Dana Archer	Mike Duncan	Mike Kennemore	Jason Ogle	Chuck Tidler
Gunaranjan Arepalli	Robert Dykes	Barbara King	Nathan Ownby	Joel Tomlinson
Michael Atkinson	Stanley Elder	Billy King	Patrick Pardee	Justin Treece
Terry Baker	Mitzi Elrod	Stacey Kitts	Jonathan Parigin	Michael Van Duzer
Jeffrey Barnes	Tim Faulkner	Steve Kopp	Gregory Parton	Tracy Walker*
Brian Beeler	Steve Ferguson	Kyle Korn	Britton Patterson	Edgar Weaver Jr
Kevin Beeler	William Floyd Jr	Kenny Lane	Donnie Patterson	Christopher Webb*
Harold Bivens	Dennis Frank	Darren Latham	Jawan Payne	Dustin Webb
Steve Bodenheimer	Robert Frick	David Latham	Martin Pearson	Daniel Webber
Jimmy Brewer	Chris Fritts	Marie Lemons	Eric Poe	Crendel Wees
Brian Bridge	Denny Gann Jr	Jerry Lethco	Ghenadi Popescul	Deidra Wells
Roy Britt	Randy Gentry	Millard Lett III	Mike Raper	Dean Wessels
Timothy Brooks	Ronald Gibson	Jerrald Limbaugh	James Reno	Jeromey White
Samuel Brown	Dedra Giles	Perry Longmire	David Ridings	Shannon Whitehead
Robbie Bryant	Donald Glover	Randy Longmire	Edward Roach	Joseph Whitton Jr
Charles Burton	Melvin Godfrey Jr	Randy Love	Gary Robertson	Bill Wilson
Mike Cain	Chris Graham	Donnie Lowery	James Rowland	Cecil Woody
Rick Caldwell	Gary Haggard	Christopher Mabe	Amanda Ruelle	Frank Wyrick
Richard Cannon*	Jason Hall	Christopher Mahoney	Joel Rummage*	James Yarber*
Jacob Capps	Jackie Hammock	Steven Mainor	Jerry Rutherford	Sheldon Yeatts
Michael Capps	Everett Hanley	Sylvena Mattress	Norris Samuel	Mike Young
Donnie Carden	Paul Hash	Jim McCarter*	Ashley Savage Gilliam*	
Daniel Carlotta	James Hastie*	Tom McConnell	Johnathan Sawyer	
Mark Carver	Brickey Hearon	Christian McDaniel	Peter Scanlan	
Tiffanie Casteel	Steve Henry	Edward McDaniel	Anthony Sharp	
Robert Clark	Paul Hinshaw	Temeka McDermott	Malcolm Shoffner	
George Clevenger	Wesley Hinshaw	Channing McDonald	Larry Shoopman*	
David Collins	Luther Holloway	David McGill	Sandra Slusser	
Stephen Costner*	Eric Honeycutt	William Messamore	Vernon Smith	
Ronald Couch	Veronica Huff*	Doug Mikels	Debra Smithers	
Ted Coward	Robby Huggins	Randy Miller	Timmy Solomon	
Wayne Cowden*	Jason Hughett	Edward Mitchell	Chris Spangler	
Olen Cox	Archie Hurst	Chris Morris	Verna Spencer	
Ronald Cox	Bill Hutchins	Steven Moyers	Jason Staley*	

MEMORANDUM

TO: All Facilities Services Department Employees

FROM: Veronica Huff - Chair
Sam Ledford - Chair
Darren Mullins- Administrative & Support Services
Michelle Smith- Building Services
Rebecca Alcorn- Communications & Info Services
Emily Lingerfelt- Construction Services
Ed Householder- Design Services
Jay Price - Energy Management
Curtis Pique - Facilities Operations
Candis Sheehan - Utilities Services
Chris Blair- Zone Maintenance
Tim Price - University Printing & Mail Services

DATE: September 14, 2021

SUBJECT: 2021 Chuck Thompson Facilities Services Outstanding Employees Award

Mr. and Mrs. Richard C. Thompson, son and daughter-in-law of a former Assistant Director of the Facilities Services Department, have established a \$15,000 endowment with the University. The income from this endowment will be used to make two (2) annual cash incentive awards for non-exempt employees of the Facilities Services Department in the name of Charles F. (Chuck) Thompson. We, acting as a Committee appointed by the Associate Vice Chancellor of the Facilities Services Department, are using this memorandum as a means of informing you of the criteria for nominating a person for this award.

1. Nominee must have a minimum of ten years' service with the University of Tennessee.
2. Demonstrated extraordinary dedication/determination/results in the course of his or her daily work or in a "special project" situation.

Attached to this email is a nomination form for these awards. Nomination forms will also be available in your work area and from the Associate Vice Chancellor's office.

Nominations can also be submitted electronically at <https://fs.utk.edu/cta/ctaward/>

Also attached to this email is a list of all employees eligible for the award and a list of previous winners.

There will be two (2) annual awards assuming there are deserving nominees. One award is to be given to an employee in the crafts area and one to an employee in the service/clerical support area.

Nominations will be accepted until **5:00 PM, Friday, October 1st** by Veronica Huff. The awards will be presented via Zoom. The Zoom date/time will be announced at a later date. The decision of the Committee will be final.

We encourage you to make nominations for deserving Facilities Services employees.