

# Facilities Services Weekly

September 27, 2021

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

## Congratulations to our September Employee of the Month, Evghenia Sevastianova!

### Zoom Briefing Updates

Please be sure you are checking emails from Sam Ledford. To see the most recent briefing, visit <https://youtu.be/MSMAzs08ZsA> if you missed any of the previous briefings, they can be found at the links located on page 5 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 **this Friday, 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

Did your uniform come back with a stain, rip or other issue that was not present when it was sent off. Send a photo to Jim Tolbert at [jtolber3@utk.edu](mailto:jtolber3@utk.edu) with your name. It would be helpful to include your ID number with the photo of the garment.

### Benefits Annual Enrollment

Benefits annual enrollment is upon us. Annual enrollment will take place from October 1 - 15, 2021. As a reminder: if you want to keep your current coverage options for 2022 you do not need to do anything. If you want to add, remove, or make changes to your coverage you can access Edison Employee Self Service via the link in the menu bar of IRIS Web at <https://iris.tennessee.edu/my-iris-web-portal/> during annual enrollment. Sign up information for flexible benefits and long term disability insurance will be sent directly to eligible employees. LTD open enrollment from Lincoln Financial Group will be from October 1-15. Flexible benefits enrollment through Optum Bank runs the entire month of October. More information including upcoming benefit & carrier webinars can be found at <https://www.tn.gov/partnersforhealth/ae/about-enrollment.html>. If you have questions please visit Partners for Health at <https://www.tn.gov/partnersforhealth/>, or contact Payroll/Insurance at 974-5251 or [UTinsurance@tennessee.edu](mailto:UTinsurance@tennessee.edu).

## ADMINISTRATION

### Special Projects:

- "No act of kindness, no matter how small, is ever wasted." - Aesop

- **Pink Day** will be held on Wednesday, October 13th. As always, we will be taking donations for breast cancer.
- Working with campus EOC processing isolation forms and performing space tracing and room closures.
- Serving on the Culture Committee

FS WEEKLY CONTINUED ON PAGE 2

# Facilities Services Weekly

September 27, 2021

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

## **FS WEEKLY CONTINUED:**

- FS polo shirt distribution
- Planning of upcoming events
- TCO Inventory
- Evaluation software demos for Archibus Replacement Committee

## **FACILITIES OPERATIONS**

### **Building Services:**

- We worked on a carpet extraction for water that leaked from an air conditioner at SMC in room 529.
- Swept the dock and dumpster area at Hodges Library.
- Collected all of the red tops on Cumberland.
- Cleaned the windows on the south entrance at Hodges.
- Helped with a leak on the ground floor of Greve Hall.
- Wiped all of the chairs down in the graduate studies and the reading room. Worked on the closet organization. Cleaned all of the carpets at the doors in Haslam.
- Hauled supplies and new equipment. Dropped off damaged equipment.
- Austin Peay: The front entrance was dusted and cob webs removed.
- Burchfiel: 2nd and 3rd floors were buffed.
- All halls in Ayres Hall were auto scrubbed.
- Cleaned outside glass 3rd floor Communications. We hope to have 3rd floor Student Services side completed by end of week.
- Cleaned suite 405D for new employee moving in. Enhance Cleaned the room, cleaned carpet, glass, dusted blinds.
- Detail vacuumed/dusted Suite 115 Payroll on P1 in AHT.
- Swept and dusted all staircases in AMB, Communications, and Student Service Building.
- Scrubbed the floors on 1 and 4 in Communications and Student Services Building
- Scrubbed hallway floors with ride on scrubber in Zeanah.
- Scrubbed the bathrooms out in East Stadium.

### **Landscape Services:**

- Campus wide: Aeration and over-seeding of lawns.
- Zeanah Engineering: Monitor landscape contractor during installation.

- Buehler/SERF staircase: Assist Plumbing with excavation for sanitary sewer repair.
- Cherokee Farm: Prep various locations for numerous special events in October (cont.)
- McClung Museum: Move stone bench inside lobby to the landscape outside the main entrance.
- Steam/condensate distribution: Project continuation in Phillip Fulmer Way (near gate 21) during fall break
- 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 20 to September 26:**

- Bottles/Cans: 6,320 lbs.
- Paper: 5,360 lbs.
- Cardboard: 12,560 lbs.
- Manure: 5,300 lbs.
- Food: 19,450 lbs.
- Total: 48,990 lbs./ 24.50 tons
- Pallet: 102

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

- Bottles/Cans: 83,800 lbs. / 41.90 tons
- Paper: 100,500 lbs. / 50.25 tons

ENERGY MANAGEMENT CONTINUED ON PAGE 3

# Facilities Services Weekly

September 27, 2021

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

## ENERGY MANAGEMENT CONTINUED:

- Cardboard: 110,900 lbs. / 55.45 tons
- Manure: 164,413 lbs. / 82.21 tons
- Food Waste: 93,757 lbs. / 46.88 tons
- Total: 553,370 lbs. / 276.69 tons

### Sustainability Report:

- Finished rough draft of SDG report
- Said goodbye to our co-worker Savannah Seeber
- Grow Lab Volunteers-12 Volunteers assisted for 2 hours each.
- Grow Lab- Began drip irrigation project on 9/23
- Recycling Warehouse Workday on 9/23/21. 6 volunteers assisted for 3 hours each.

### Provided recycling services to the following events:

- 9/21/21-Flagship Celebration at the Student Union
- 9/23/21 Pedestrian Bridge
- 9/23/21- Ayres Lawn BBQ
- 9/24/21 Biosystems Engineering
- 9/24/21 International Festival

## ZONE MAINTENANCE

### Zone 1:

- Keeping up with work orders in the residence halls.
- We have been involved in cleaning the Jewel Bldg.
- All drains have been snaked and cleared. We have cleaned and pressure washed outside of the buildings.
- We are having Eskola Roofing come out and do some repair to the awning over outside stairwell.
- The Plumbing Shop has placed water spigot for easy access for clean up on additional floors.
- The Paint Shop is going to paint the outside of the building to match the attached buildings on both sides to blend the scenery.

### Zone 2:

- Run generators across zone.
- Clarence Brown: Changed belts and filters above scene shop. Changed belts and greased air handler at Lab. Replaced 200 bulbs to LED in makeup/dressing room.
- McClung Tower: Filled fountain at plaza. Worked on two doors on 7th floor
- A & A: Changed belts and greased 3 return fans and 1

air handler.

- Haslam Music: Replaced threshold on 3rd floor.

### Zone 3:

- Conference Center: Mount TV in room 208, chiller issue.
- Baker Center: Chiller issue, replace lighting in Atrium.
- Melrose: Condensate pump repairs.
- International House: Lighting upgrade.
- Tyson House: New roof being completed.
- Working on PMs throughout the zone.

### Zone 4:

- Repaired dish machine at Stokely.
- Repaired fryer at Student Union.
- Repaired gas oven at Stokely.
- Repaired steamer at Mable's.
- Repaired toaster at Student Union.
- Repaired lighting at Anderson Training.
- Repaired mobile carts for Football in all Aramark units.

### Zone 5:

- At Neyland Stadium, checked and made repairs as needed after Tennessee Tech.
- At Anderson Training, checked and adjusted chemicals in pools.
- At Allan Jones Aquatic, we checked and adjusted chemicals in pools.
- At Regal Soccer, we checked and made replaced lights as needed.
- At Parking Services, checked and replaced LED lights as needed.
- At Sherri Parker Lee Stadium, we checked and made repairs ahead of fall season opening.
- At Goodfriend Tennis Center, we checked and made repairs ahead of Men's ITA Regional.
- Throughout the zone, we conducted general maintenance.

### Zone 6:

- Generally maintaining environmental equipment.
- Generally addressing work order issues.
- Continue QR Code initiative.
- Unlock doors.
- Air filter changing zone wide.

---

ZONE MAINTENANCE CONTINUED ON PAGE 4

# Facilities Services Weekly

September 27, 2021

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

## ZONE MAINTENANCE CONTINUED:

- Dabney control valve replacement.
- General LED lighting project.

### Zone 7:

- AMB: General maintenance, changed belts AHU #9, finishing up on PMs, replaced sink faucet in men's dressing room.
- Min Kao: Monday and Tuesday changed belts and filters.
- Dougherty: Fixed a door and changed filter on water fountain and completing OSHA 30.
- SERF: Routine building checks, traced leaks, greased equipment, replaced broken lights & ballasts, replaced broken door handle, repaired eyewash stations, repaired handicap door opener, traced circuits, reset breakers, responded to sewer line leak between SERF & Dabney, responded to freezer alarms, responded to fume hood alarms, assisted A/C shop as needed, assisted Plumbing shop as needed, assisted other buildings in zone as needed.
- Nuclear Engineering: Routine building checks, assisted other buildings in zone as needed.
- Tickle Engineering: Rounds in building, lights out in building and general maintenance.
- Ferris Hall: Conducted daily walk throughs and weekly walk throughs. Serviced AHU 003 and AHU 004.
- Perkins Hall: Conducted daily walk throughs and weekly walk throughs. Serviced AHU 002.
- Jessie Harris: Checked elevator tracks, weekly building check, daily equipment check and checked generator.
- Fibers & Composites: Checked elevator tracks, weekly building check and daily equipment check.
- Senter Hall : Weekly building check, daily equipment check, unlocking doors for contractors, testing emergency eye washes & showers, checked & ran generator.

### Zone 8:

- We are focusing on our Archibus PM work requests this week.
- We are looking to upgrade the lighting in the classroom and the Environment and Landscape building.
- We are providing assistance to the construction team doing a remodel in the Food Science building.
- Belfor continues to work towards completion of water damage repairs in the Plant Biotech building.
- As we transition to cooler temperatures in the greenhouse area, we can make some repairs to summer

high temperature areas.

### Zone 9:

- We are replacing the photocells on some exterior lighting at the Glazer building in Oak Ridge.
- We have been working with a roofing contractor to repair some roof leaks at the Middlebrook building.
- As always, we will continue to provide the highest level of customer service that we can to all of our customers.

### ZM Specialties:

- Cleaned security cameras across campus for UTPD
- Repaired process water loop at JIAM
- Measured water flow at Hoskins Library
- Working on exhaust issues at Facilities Services Complex
- Edited monthly cooling tower and quarterly building & equipment inspection PMs
- Created and scheduled semi-annual security camera cleaning PM for specialty team
- Scheduled quarterly cooling tower and monthly fire pump churn test PMs
- Trained Codes team on processing PMs
- Transported lifts to various campus locations
- Replaced broken windows at South Carrick and Reese Halls
- Measured windows at Sigma Kappa, Clarence Brown Theater, and Communications

### Lock & Key Services:

- Walters Academic: Exit hardware missing, install lock different function.
- Claxton Education: Rekey multiple doors.
- Bailey Education: Repair or replace locks.
- Min Kao: Repair or replace lock.
- SMC: Replace lock.
- Dabney/Buehler: Repair or replace lock.
- Music Building: Repair lock.
- On Campus: Assisting as needed.
- Front Office: Processing key requests, key pickup and drop off.
- University Housing: Many recovers and repairs, assisting as needed.

---

FS WEEKLY CONTINUED ON PAGE 5

# Facilities Services Weekly

September 27, 2021

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

## FS WEEKLY CONTINUED:

### COMMUNICATIONS & INFO SERVICES

#### Communications & Public Relations:

- 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](mailto:sjones80@utk.edu) or via text at 865-771-1531.
- Most recent zoom briefing links:
- 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](https://youtu.be/mrnEbV_55Ic)
- Briefing #46: <https://youtu.be/okbZLPBxPXY>
- Briefing #47: <https://youtu.be/MSMAzs08ZsA>
- 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](http://tiny.utk.edu/fscommentbox).

#### Employee Training & Development:

##### Upcoming Training:

- In-person CPR/AED Training will take place 10/19, 10/21, and 11/4. If you are registered to attend the training, please complete the online training and send your certificate to the Training Unit.
- Learning & Organizational Development is reaching out with a needs assessment survey to develop training programs for the upcoming year. Please take 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](mailto:fstraining@utk.edu) for their credit to be properly recorded.

##### Training News:

- We have four new employees in New Employee Orientation this week. If you see them around, say hello and make them feel like a welcome part of the Facilities Services family!
- **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

COMM & INFO CONTINUED ON PAGE 6

# Facilities Services Weekly

September 27, 2021

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

## COMM & INFO CONTINUED:

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 [jvm@utk.edu](mailto:jvm@utk.edu) with any questions.

## UTILITIES SERVICES

### A/C Services:

- Wired new VFD for Dougherty SCW pump #2.
- Replaced 5 port network switch at Music Chiller Bldg.
- Relocated the thermostat serving lab 312 at SERF.
- Downloaded new BAS program into controller for the new exhaust fan operation for room C109 at JARTU.
- Installed new pneumatic to electric switch serving AHU 6 at TBA.
- Installed discharge air sensors and mounted a controller for the fan coil project in room 203 at Dougherty.
- Installed 3 relays for new fire safety system at College of Nursing.
- Initial startup and diagnosis of VFD and exhaust fan for room C109 Exhaust fan project at JARTU.
- Verified all air solenoids are wired up for new fire system at College of Nursing.
- Assisted air balance team with air flow issues on AHU1B at Hoskins.
- Restarted chiller No. 2 at TREC.
- Repaired leak on water heater riser at Dabney Buehler.
- Repaired elevator for mezzanine level at West Skybox in Neyland Stadium.
- Rebuilt heating water pumps at Humanities.
- Met with building reps for process chilled water system to

correct numerous problems at JIAM.

- Repaired leak on heating water system at Walters Life.
- Rebuilt secondary chilled water pump at Andy Holt.
- Rebuilt heating water pumps at Pratt Pavilion.
- Repaired float valve in cooling tower No. 1 at Reese.
- Repairing A/C system for prep area at West Skybox in Neyland Stadium.
- Prep work for upcoming outage at Communications.

### Electrical Services:

#### Security/Fire Alarm Group:

- Monthly fire pump testing across Campus.
- Made repairs and cleared alarms at TBA, Delta Zeta, S&E, Clement Hall, Creamery, Laurel Hall, Stokely Hall, Brehm, South Carrick, Neyland Stadium, Allan Jones, and 1820 Fraternity Park.
- Disabled devices for A/C shop at UTFS and Fred Brown.
- Disabled devices for contractors at Zeta Tau Alpha.
- Assisted MASCO with repairing fire pump air leak at Brehm.
- Gameday support.
- Check on door in room P299B at Andy Holt Tower.
- Replaced RTE on main entrance on 1st floor at Dunford Hall.
- Checked on panic button issues at Equity and Diversity.
- Replaced readers at the trophy cases at TBA.
- Met with key shop to repair panic bar at Anderson Training.
- Rewired maglock door at Massey Hall.

#### High Voltage:

- Daily 1-800 marking.
- Pumping electrical manholes on Campus.
- Installed and disconnected light towers, yellow jackets, spider boxes and cords for generators. Also hooked up and disconnected power to toilet trailers at Humanities/ Circle Park for tailgating.
- Worked fire watch, sideline power for teams and resolved electrical issues for gameday at Neyland Stadium.
- Installed plywood under the leg of both generators for the A/C benches at Neyland Stadium.
- Removed damaged bollard and installed a wooden box and caution cone over J-bolts and wires at JW Mall

UTILITIES CONTINUED ON PAGE 7

# Facilities Services Weekly

September 27, 2021

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

## UTILITIES CONTINUED:

- Extension Phase 1.
- Reported metal plate over box to locate and trace out at Ellington Site. Found it was control wires for chiller valves. Reported to A/C Shop.
- Met with design and project managers at Nursing for early stages of planning.
- Crew started checking and logging the rotation of the secondary side of all the transformers on the AG Campus.
- Contacted City of Knoxville to install a lock on the temporary fencing around the Ellington site so they can enter for access to their traffic control box.
- Met onsite to pinpoint location of new key switch box on the West side for the new field LED lights at Neyland Stadium.
- Worked with Cesar on outage plans for Ellington.
- Met EH&S to check fire extinguishers at Laurel and Baseball substations.
- Troubleshooting and ordering materials to repair tripping breaker on east side ramp lights at TBA.
- Checking on lights and waiting on new LED bulbs and J Boxes for new parking lot on Andy Holt Ave.
- 2nd- Fire watch during game at Zeanah Engineering.
- 2nd- Reset traffic control lights at Volunteer and Lake Loudoun.
- 2nd- Checking on light outages on Campus.
- 2nd- Replaced two bollard lights with new LED bulbs at CRC.
- 2nd- Replaced one of the bollard lights that was flashing to new LED bulbs at the Native American Burial Mound.

## Plumbing Shop:

- Pumped steam vaults on campus.
- Campus Tennessee One Calls
- Wastewater testing.
- Repairing and testing fire hydrants.
- Replaced steam strainer at Student Health.
- Repaired steam leak at Baker Building and Jesse Harris.
- Prep work for Alumni Project.
- Service and repair condensate pumps on Campus.
- Repaired geothermal leak at 2610 Sorority Village.
- Repaired leaking water heater at Anderson Training Center.
- Disconnected gas lines to cabinet at SERF.

- Rodded out toilets at Business Incubator.
- Rodded pipe drain from sink to hood at room 431 at Dabney.
- Rodded out drains, installed new bottle filler and installed sink at Jewel Building.
- Installed dishwasher and lab sink at McCord Hall.
- Replaced acid waste drain to sink at Biosystems.
- Installed sink at JIAM.
- Repaired leaking urinal at Nursing.
- Installed new mixing valve at Strong Hall.

## Steam Plant:

- Worked on #4 condensate programming issues.
- Finished #4 condensate by-pass piping.
- Worked on sulfite pump to DA tanks.
- Made first mud drum/steam deflector.
- Worked on DA level transmitter piping.
- Worked on DA steam pressure control valve.
- Worked on issue with condensate pumps.
- Drained #1 boiler.
- Emergency repair on soft water flow meter. Installed new pipe hanger.
- Removed and repaired soft water valve.

## **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

CONSTRUCTION CONTINUED ON PAGE 8

# Facilities Services Weekly

September 27, 2021

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

## CONSTRUCTION CONTINUED:

- 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 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

## THE • COMMENT • BOX

### Responses on Page 9



# Facilities Services Weekly

September 27, 2021

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

## THE • COMMENT • BOX

The following comments/questions were submitted to the FS comment boxes. Below each comment/question is the response from Interim Associate Vice Chancellor Terry Ledford.

**Comment:** Please place a trash can OR two in the parking lot where the pool vehicles are parked.

**Problem:** People leave trash in the cars they check out and the cars are not regularly cleaned.

Sometimes, the driver's hands are full and they are unable to carry the trash. However, if there was a trash can nearby, even the next driver could take out the trash for the previous driver.

**Solution:** If there was a trash can nearby, drivers would be encouraged to kindly remove their trash before they gather their belongings and return the keys.

**Response:** We will place a trash can near the pool vehicles.

**Comment:** The regular office hours 8 - 5 to be changed.

Monday - Friday work hours: 8 - 4 with ½ hour lunch on Monday and ONE Saturday a month.

**Response:** Not sure exactly what is being suggested on the office hours. Whoever is suggesting this please get with Terry to

discuss.

## Join Facilities Services on Social Media



@utkfacserv



@utfacilities



@UTFacilitiesServices

## 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).

# 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](mailto: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](mailto: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.