



Change to DUO Authentication Process

Effective Thursday, May 15, the current push notification method will be upgraded to a new system that requires users to type in a three-digit code in their mobile app. Users will see the code on their computer screen and will be prompted to enter it into the DUO mobile app to complete the authentication process.

DASH Reminders - Stop Ordering Through Work Orders & Training Opportunities

Please remember, we have asked everyone to stop ordering through work orders and only using the procurement app for all requisitions. If you have a requisition that connects to a work order, please add the miscellaneous costs to the resources section.

There is DASH training this Wednesday at 1:00 and Thursday at 9:00. In this training I will demonstrate the proper way to verify time on work orders to ensure charges are actually being costed on the work order. Please email FSTraining@utk.edu if you would like to participate. These are virtual training sessions.

Computer Sign In Change for Windows Users

On May 21, the OIT Information Security team will implement the Ctrl+Alt+Delete keystroke sequence for signing in to all UT-owned and grant-funded computers. On this date, upon waking your Windows computer, the only way to activate the familiar computer sign-in process is by entering Ctrl+Alt+Delete on your keyboard.

Chuck Tidler Retirement Breakfast

Chuck Tidler will be having his retirement breakfast on Friday, May 30th at 7:30am in FSC 101/102. Stop by to wish him well on his next adventure and to thank him for his service to UT Facilities Services.

Change to Visitor Parking Registration at FSC

Parking Services is no longer issuing paper parking passes for our visitor spots here at Facilities Services. All visitors are now required to self-register using the link below or by scanning the QR code attached (the QR will be displayed at our front desk). We're exploring the possibility of adding the registration option to the computer at Geneva's desk, though it's not confirmed yet.

If you have upcoming meetings at Facilities Services, please inform your visitors of this new process in advance so they can complete registration before arriving.

<https://www.offstreet.io/location/UDG1T1YZ>



BUILDING SERVICES

- Cleaned hallway carpet Ground floor AMB
- Cleaned 1st and 6th floor with Taski at Hesler
- Swept and mopped staircases at AMB
- Swept staircase at NEB
- High dusted 3rd floor NEB
- Spot cleaned carpet 8th floor AHT
- Ride on scrubber used on lobby floors on 1st and 2nd AHT

Student Union:

- G1 patio was cleaned up with cobwebs and leaf removal completed.
- G3 the lower windowsills were dusted.
- The entrances in phase 2 had cobwebs removed.
- The connector bridge on the first and second floor was dusted, and the glass was cleaned.
- Gum removal on the seats in the auditorium.
- G1phase 2 was dust mopped, and the auto scrubber was used to clean the floor.
- The back corridor on the first floor was dust mopped, and the auto scrubber was used.
- The stairwells were swept and mopped.
- The dressing rooms were cleaned a few times during the Dream Dance Showcase.
- Glitter removal from the stage was completed after their practice and show.
- The third-floor hallway carpet auditorium side was vacuumed and cleaned.
- Cardboard bales were made and currently five bales are in the dock.
- IQ was used in phase 1 to scrub the floors after the areas were dust mopped.

- Chip continues to vacuum the upper floors and scrubs the first floor in phase 2.
- Extra trash cans were placed on the plaza for the Summer Bash.
- The tables in the seating area on the third floor was detailed cleaned.

OPERATIONS & LANDSCAPE

LANDSCAPE SERVICES

- No report received

MOVING & EVENT SERVICES

Monday:

- Picked up boxed supplies from Andy Holt Tower 8th floor and delivered to HSS Plaza for Picnic on the Plaza event.
- Picked up large stage, 100 tables, 300 chairs from Circle Park Volapalooza event.
- Delivered and set up tables and chairs to Claxton Courtyard for CECS Cinco De Mayo Fiesta event.
- Picked up chairs from UT Gardens from weekend events.
- Picked up tables from Engineering Quad from Holiway Retirement Party event.

Tuesday:

- Delivered and set up tables and chairs and provided electrical assistance at SU 21st Mortgage Plaza for Kick-Off to Summer Bash event.
- Delivered 8 display boards to Ayres Hall 401 for Knox Math Lab Poster Session event.



MOVING & EVENT SERVICES (CONT.)

- Moved tables & chairs from Communications Building 43 to Kingston Pike Building 130.
- Moved bookshelves between penthouse and 2nd & 3rd floors of Min Kao Building.

Wednesday:

- Delivered and set up stage, tables, chairs to ANR 101B for Fraternal Excellence Awards event.
- Picked up tables and chairs from SU 21st Mortgage Plaza.
- Delivered tables to Haslam Music Building 110.
- Delivered and set up tables and chairs to Ayres Hall North Plaza for Nursing Ice Cream Social event.
- Picked up 8 display boards from Ayres Hall.
- Set up tables and chairs at Plant Biotech 156/157 for Event: Joe Clark Retirement Reception.
- Provided electrical assistance for Event: Halfway to Grad at Circle Park.
- Provided electrical support for Event: Nursing ATI Exams (TBSN & ABSN) at Student Union 362A/B/C, and 262A/B.
- Provided electrical support for Welcome Wednesday event at Humanities South Plaza.
- Picked up 8 captains chairs from TBA for upcoming events.
- Disassembled desk and moved all furniture in McClung Tower 1102 to center of the room for painting.
- Moved furniture at 1610 University Ave. 2nd floor.

Thursday:

- Delivered and set up stage, tables, captains chairs, podium, and provided electrical support for University Memorial event at Ayres Hall Lawn.
- Delivered and set up 50 chairs and provided electrical support at the Torchbearer Plaza for Haslam Volunteer Impact Ceremony event.

- Delivered & set up stage, tables, & chairs for English Dept. Spring Social event at ANR 101A.
- Delivered and set up tables, A-frames, and stanchions to Hodges Library Reese Galleria for Hotcakes at Hodges event.
- Picked up tables from Haslam Music Building 110.
- Disassembled two sets of furniture/workstations at Haslam Business Building 320 and took to surplus and to trash.
- Delivered packing materials to Melrose Hall Building G.
- Moved boxes from UT Drive Service Bldg. A room 129 to NEB room 203.
- Repaired L-shaped desk at Proctor Office 118 Blount Hall.

Friday:

- Picked up stage, tables, chairs, podium, A-frames from Ayres Hall Lawn University Memorial event.
- Delivered and set up tables and chairs to HSS North Lawn for Coaching on the Lawn event.
- Moved -80 freezer from Veterinary Medical Center A239 to Austin Peay Building B111 for repairs.
- Removed all classroom tables and chairs from Baker Center Toyota Auditorium, and moved in round tables and chairs for event.
- Moved large oval conference table from NEB 203 to 119.

SUSTAINABILITY

- Sustainability lost 3 AmeriCorps members (Anish Krishnan, Morgan Furman, Ben Gouffon) and Recycling lost 3 AmeriCorps members (Emily Amann, Rebecca Torres, and Sarina Hermanto) due to federal cuts to the program

Weekly continues on next page



SUSTAINABILITY (CONT.)

- 2 tractor trailer loads of baled cardboard with approximately 40 bales each were shipped for recycling
- Moved dumpsters at Concord for the paving project
- 24 gaylords of e-waste were shipped out for recycling
- Coordinated the Zero Waste efforts from the Chancellor's Staff Appreciation Picnic, collecting 15 compost bins weighing 550 lbs, 124 lbs of cardboard, and only 20 lbs of trash for a diversion rate of 97.1%!!
- Green Graduation intern group awarded cords and medals to 33 graduating students who qualified for the program by being involved in volunteering and other engagement activities
- Met with Geography & Sustainability Department Head and another professor to discuss greater collaboration opportunities and outlined next steps
- Hosted Campus Bike Ride with the Bicycle Advisory Committee
- Hosted 4 Eastman staff for a Compost Facility Tour and partnership discussion
- Sold 7yds of finished Compost to UT Arboretum
- Composted 22,900 lbs of food waste from campus
- Attended Energy Audit of the HPER building with TVA staff
- Sent out Green Leaf monthly e-newsletter

MAINTENANCE & REPAIR

HOUSING

- More vandalism at Hess and a lot of work order for students leaving for the summer.

ATHLETICS

- Neyland Stadium. General maintenance, and going through and touching up on preventive maintenance issues.
- Regal Soccer: General Maintenance and getting ready for Softball regionals.
- Lindsey Nelson Stadium: Doing general building maintenance and repairing things from this past weekend home series.
- Football complex: Doing general building maintenance and checking all areas for recruits and visitors.
- Sherri Lee Softball: General Maintenance and preparing for NCAA regionals.
- Allan Jones Aquatic: General Maintenance around building, and preparing for TNAQ Swim meet.
- Goodfriend Tennis: General Maintenance, and Repairs.
- Thompson Boiling Arena: General maintenance, and repair from last show/event and preparing for Graduations.



M&R (CONT.)

DINING

- Replaced an induction top at Rocky Top Dining
- Repaired a glass rinse at the Student Union
- Repaired an oven at Mossman
- Repaired an exhaust fan at Thompson Boling Arena
- Replaced a hose reel leaking hose and water gun at Stokely

ZONE 4

- Art + Architecture - worked on building scaffolding to repair a leaking pipe in 109A
- Andy Holt - worked on clogged drain on walkway
- Communications - worked on AHU #1 for 4th floor and ceiling leak in Room 29
- Student Services - Worked on thermostat in 209
- McClung Tower - worked on AC in 509 and 1106
- General maintenance throughout the zone

ZONE 5

- Replaced front and rear bearings in an AHU
- Repaired lighting in Hodges 110
- Repaired lighting at UT Drive Building B
- Completed a filter change at Howard Baker School
- Cleaned condensing units at HPER
- General maintenance throughout the zone
- Monthly PMs, OSHA Training, and DASH
- Key focus on customer service and satisfaction

ZONE 7

- No report received

ZONE 8

- Our Plant Biotech cooling tower cleaning was placed on hold until issues concerning 1 of our chillers is resolved.
- We are cleaning outside condensing units.
- We replaced an exhaust fan assembly at the JRTU building that serves a fume hood.
- Our One-Call team continues to serve the entire UTK campus 24/7-365.
- We have been replacing many of our air handler pre filters because of the spring pollen season.
- We have converting some old HPS lighting to LED in some of the greenhouse bays.

M&R SPECIALTIES

- No report received

LOCK & KEY SERVICES

- Repaired 2 locks at SERF
- Repaired several locks in Walter's
- Numerus recores and repairs at the dorms
- Continued working on keying the new dorms and new Nursing.
- Office completed lots of key requests



COMM & INFO

COMM & PR

- Send any photos of your work team that you'd like to see featured on FS social media directly to Sam at sjones80@utk.edu or 865-771-1531!

TRAINING

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

FS IT

- Work on moving FS_IT folders to SharePoint
- Inventory
- CUP machine installations
- NetReg device Registrations, SCADA, Robots, Computers
- New Circuits/ports for SCADA project
- Software License Management
- Desktop Troubleshooting
- Printer Replacements on campus
- Conference Room Support
- Office Setup for new Staff
- Recycling

UTILITIES SERVICES

A/C SERVICES

- Arena- repaired wiring on air handler
- Cowan Cottage- Installed condenser fan motor
- Tickle- installed new AC unit
- Food Safety- repaired blast freezer
- SERF- repaired growth chamber
- ANRB- repaired growth chamber
- Arena- worked on compressed air system
- Jartu- inspected air handler piping
- Jessie Harris- repaired units
- Conference Center- inspected units
- Dabney- installed steam coils and re-piped air compressor.
- West skybox – replace condenser coil on north chiller
- Baseball – demo AC system serving weight room area
- Anderson – demo dehumidifier system
- Student Union – Install new condenser water pump
- SERF – Brought chiller no. 4 online after new VFD installation
- Plant Bio – rebuilt condenser water pump no. 1
- West Skybox – installed new compressor in RTU no. 3
- Mossman – replaced chilled water relief valve

BUILDING AUTOMATION

- Fire Watch for Sexxy Red Concert @ TBA
- Worked on access for facilities employees @ FSC
- Disable for Contractor @ East Stadium
- Assist Chattanooga Fire with sprinkler shutdown @ Anderson Training

Weekly continues on next page



BLDG AUTOMATION (CONT.)

- Troubleshoot fire panel trouble @ Alpha Omi Pi
- Disable the AC shop @ Student Union
- Power outage @ West sky box
- Disable for maintenance @ TBA
- Dirty smoke rm 310@ Laurel
- Dirty smoke rm 322 @ Alpha Delta PI
- Firm alarm from smoke head in hallway at room 603 @ Dougherty
- Reset won doors @ Hess hall
- Clean dirty smoke detector@ Alpha Delta Pi
- Connect and set up data logger for meter @ 11th street, UTPD, UTPD Chiller, Jessie Harris, Andy Holt, Environment & Landscape, Tickle
- Met with TVA on energy credits for LED lights @ Campus
- Program Lighting on Volunteer Blvd @ Campus
- Troubleshooting the traffic signal at Volunteer and Andy Holt Ave @ Campus
- Programmed meters and requested data lines be ran. Multiple locations @ Campus
- Work on leak detection @ Zeanah
- Assist EHS with sprinkler evaluation@ Dabney
- Signal circuit trouble @ Stokely
- Work on duct detector@ Kappa Kappa Gamma
- Set up & play bells for the Covid event@ Ayres
- Annual fire pump flow test@ Laurel , Stokely
- Replace the module for PIV @ Facilities
- Troubleshoot fire panel trouble @ Glazier
- Remount the smoke Detector @ JARTU
- Fire watch for the Chancellor party and retirement Party @ TBA
- Assist Morristown with shutdown @ West Skybox
- Monthly fire pump churn@ IAMM, Brehm

- Annual fire pump flow test @ Fred Brown, Hess Hall
- Fire alarm test with state fire Marshall @ Tyson House
- Replace ceiling tile with smoke detector @ Fred Brown
- Work on doors holders @ Music
- Reset fire Alarm set of by haze@ CBT
- Fire Watch for Jeff Dunham@ TBA

ELECTRICAL SERVICES

- Installed electrical raceway and new receptacles at Nursing Education Building
- Electrical power disconnected to office cubicles at 1610 University Ave.
- Installation of electrical raceway and Lab Equipment power at SERF
- Troubleshooting defective treadmill power at Rec Sports
- Repaired lighting controls at Student Union Phase II
- Installation of electrical raceway and wiring for new wall pack LED's at Concord M & R Specialties shops at Concord
- Installation of new electrical raceway and receptacles at SERF 531
- Repaired Campus Standard Pole Lights On Campus



PLUMBING SERVICES

- Plant Biotech room 151, under sink, D.I. leak
- The Central Greenhouse backflow needed to be repaired
- Student Union replaced the sewer pump in the pit and floats
- In Ferris Hall on the 4th floor, we replaced the closet flange in the men's bathroom
- Crops' Genetics water line was leaking in the basement on the main
- In the Baker Building on the 3rd floor, the bathroom was stopped up
- Dabney room 787 bath has no water pressure
- SERF tunnel heat exchanger repaired
- Plant Biotech condensate weld leak repaired
- Hess Hall Water fountain at K1 is leaking
- Stokely Hall has two leaks on the second floor
- Sorority Village 3018 House Mothers sink was stopped up
- Replaced the hot water recirculating pump @ Hess Hall
- Serviced Leslie's at Hess Hall
- Repaired condensate pumps @ Auxiliary Services & SERF Penthouse
- Installed a new float switch and check valve for condensate pumps at McCord

STEAM PLANT

- Cleaned the shop
- Check the fluids on all forklifts
- Steam yard walk-through (leak inspection)
- Maintaining the air filters, the Sul Air compressor
- CAT generator test run
- Cleaned cobwebs off the fire floor
- Kington blew out the drain lines for the tunnel drain
- Welded flange assembly for shutdown project

IN-HOUSE CONSTRUCTION

- Agriculture and Natural Resource Building: Install cabinets 411; Display cabinet 219
- Anderson Training: Water and drain for Smokey's
- Architecture Annex: Make watertight exterior shell
- Austin Peay: Paint, carpet, furniture on 2, 3
- Campus: Support for dining operations; Locks for CEHHS rooms; Sidewalk repair
- Claxton: Paint, flooring, other renovations to 101 and 109A; Access controls for 101
- Communications: Renovate 001-017, 250/251, 294/295, 333 and 420; HVAC for WUOT 299I
- Dabney Buehler: Lab renovation 209-214; Polish concrete floor 633
- Dougherty: New sink 307A1; Sink M020
- ETREC Johnson Animal: Replace 2 blue phones; Construct dog park
- Facilities Services: Install monitors in 127; Digital signage on conf. rooms; Monitors in 122



CONSTRUCTION (CONT.)

- Fred Brown: HVAC, exhaust for food areas; Paint walls, stairways, etc.
- HPER: Paint B020; Mesh gates/offices B001, B002; Level floor 113, 120-124; Wall and door 143
- Haslam Business : Renovate 418 Anderson Center
- Hesler Biology: Renovate 104 and 105 for labs; Renovate 606, 608, 609; Install generator for greenhouse electric
- Hodges Library: Renovate 171 for Census Bureau; Sink and room alterations 209 and 211
- Innovation South: Electric connections for equipment
- Law Complex: Offices, conference rooms 212
- McCord Hall: Renovate for growth room B003
- Middlebrook Building: Modify door controls on 137; Offices on 1st floor
- Morgan Hall: Office renovations 105-112
- Mossman: Renovate labs 343 E & F, 351 E & F
- Nielsen Physics: Meeting space 604
- Perkins Hall: Renovate multiple rooms for BME
- SERF: Renovations for 103, 106, 108, 213; lab renovations 520 & 536; lab renovations 434, 438, 439; Lab renovations for cluster hires; 480 volt electric 610
- South and East Stadium: Emergency electric for weather station
- Strong Hall: Lab work 726A1
- Student Aquatic Center: Safety handles around pool pump motor pit; Electric for pool systems
- Tickle Engineering: Renovations for robotics lab A100; Build 3 offices in 502
- Vet Med: Electric & prep work for 2 new x-ray machines; Walls, doors, electric D118, B203; Add a blue phone
- Vol Hall: Electric for truck charger
- Walters Academic: Renovate A203 for storage
- Zeanah Engineering: Card reader \ Add access controls for 8 rooms; Lab renovations for cluster hires; Rad exhaust and moving hoods 1 and 2; Make 275 an office



COMMENT
BOX
LOCATIONS

-
- Facilities Services Complex Break Room & Shop Area
 - Steam Plant (near time clock)
 - Steam Plant Hill (Landscape Trailer)
 - Hodges Library 1st Floor Service Hallway
 - SERF Outside of Room 426
 - The electronic employee comment box can be found at

tiny.utk.edu/fscommentbox

Weekly continues on next page



SAFETY STAND DOWN

MAY IS MOTORCYCLE SAFETY MONTH

The weather is nice and a lot of motorcycles are hitting the road. May is Motorcycle Safety Month. Motorcycles are hard to see if you are not looking for them. Take time to look twice at intersection or when you make lane changes. Let's all share the road.

Each year, motorcyclists are at risk of fatal traffic accidents and serious injuries due to collisions with other vehicles.



According to the National Highway Traffic Safety Administration, motorcyclists are about 29 times as likely as car passengers to die in a motor vehicle crash and are four times more likely to be injured. It is important to know how to safely share the road with motorcyclists and understand what you can do to keep everyone safe. Here are eight things that drivers need to know to safely share the road with motorcyclists:

1. Check your blind spots

Motorcycles are often difficult to see and may blend into the surrounding environment. When merging or changing lanes, it is important to check your car's blind spots to see if there are any motorcycles nearby prior to making your move.

2. Eliminate distractions and turn the volume down

It is always important to eliminate distractions while driving but it is especially important when sharing the road with motorcyclists. By staying aware of your surroundings and keeping the volume down on your music device, you should be able to hear if there is a motorcycle approaching, even if you cannot see them. This is where the statement "loud pipes save lives" come from. Eliminating distractions, such as phones or loud music, can help you stay focused.

3. Give motorcyclists distance to react

When sharing the road with a motorcycle, it is important to give them distance and space to react. Motorcyclists tend to move and react more quickly. Thus, giving them enough distance helps avoid rear-end collisions and allows them to stay focused without worrying about your vehicle.



4. Be cautious when passing motorcycles

It is important to take extra precaution when passing a motorcyclist because the increased speed of your vehicle can cause a heavy wind and could throw off the rider's balance. Motorcycles can become unstable or cause a rider to drive off the side of the road. Use your turn signal to let them know you are passing and return to the lane when they are a far enough distance away.

5. Bad weather and road conditions

Riding a motorcycle requires serious focus to maneuver and control it through traffic. Motorcyclists face risks while being exposed to bad weather or difficult road conditions, and it can be more challenging to operate the motorcycle under these conditions. Motorcyclists may fall off due to high winds or slide due to rain and winter weather. When driving in bad weather or with poor road conditions, take caution and give motorcyclists enough room to maneuver if they end up sliding. Also, be aware that these conditions may make it more difficult for you to see other motorists around you.

6. Turn on your signal and watch out for turning motorcycles

If a motorcycle is behind you, it is important to notify the rider of your intentions by putting on your turn signal earlier than usual. This allows the rider to adapt and reduces the risk of pile-ups. On the other hand, watch out for riders who are turning, as many motorcycles today still do not have self-cancelling turn signals. When you see a motorcycle with their turn signal on, give it more space and increase your following distance. This gives them time to slow down and turn, as well as gives you time to react.

7. Double-check before taking left turns and while approaching intersections

Motorcycle t-bone accidents and side-on collisions can be especially severe. When making a left turn at intersections or crossing lanes to turn left, it is important to be on the lookout for motorcycles as it can be difficult to gauge their speed. In addition, follow the usual protocol for intersections by coming to a complete stop and making sure no other vehicles are approaching.

8. Keep motorcyclists safe at all times of the day, and especially at night.

It is already difficult to see motorcyclists during the day but there is an increased risk of an accident at night. Due to reduced visibility and the size of the motorbike, it is important to be even more cautious at night. Make sure that your high-beams are turned off, especially when you see other vehicles approaching. Increase your following distance and give extra space.



CAMPUS EVENTS TO EXPAND YOUR BORDERS

McClung Museum in Spanish | Museo McClung en Español

May 17 | 11:00 a.m. – 12:30 p.m. | McClung Museum of Natural History

Museo en Español offers a unique opportunity to experience the McClung Museum's new exhibitions—Homelands and X-ray Vision—in Spanish. Immerse yourself in the rich stories, cultures, and beauty of the exhibits while hearing everything in Spanish.

Museo en Español es la oportunidad perfecta para explorar las nuevas exposiciones del Museo McClung—Homelands y X-ray Vision—en español. Sumérgete en las historias, la cultura y la belleza de las exposiciones, disfrutando del relato en español.