



Save the Date: Football Training

Go ahead and mark those calendars for this year's football training! We'll offer sessions on Wednesday, August 20th at 8:30am, 10am, 2pm, 5pm, and 10pm. On Thursday, August 28, we'll offer sessions at 10:30am and 2pm. Email fstraining@utk.edu to register for the day and time of your choosing. Go ahead and have a back up in mind in the event that your chosen session is already full.

Big Orange Flush - August 18th at 9am

On Monday, August 18 at 9:00am, we'll gather at Gate 21 of Neyland Stadium for this uniquely important Facilities Services tradition. Together, we'll simulate a game day environment by flushing every toilet and urinal in the stadium repeatedly for several minutes. It might sound funny, but it's a critical step to identify and address any plumbing issues before 100,000 fans return for the first home game.

This is one of those behind-the-scenes efforts that most people never think about, but it's essential to the fan experience. And as always, UT Facilities Services is here to do whatever it takes to support our campus. We'd love to have as many of you as possible join us. If you're available, come ready to flush with purpose!

Microsoft Excel Virtual Office Hours with FS Training - 8/7 and 8/21

Do you have an Excel problem? Maybe a spreadsheet that needs a little extra attention? Whether it's troubleshooting formulas, organizing data, or improving functionality, I'm here to help during virtual office hours! This is your chance to bring your own spreadsheet and get tailored advice in a relaxed, virtual setting. No matter the challenge, we'll work together to find solutions that make your work easier. Hop on Microsoft Teams between 9a to 9:30a and 2p to 2:30p on August 7th and/or 21st, and Hope will talk you through your spreadsheet woes.

KUB Natural Gas Training - August 26 - 28

Facilities Services staff in M&R and Utilities are invited to attend a two-hour KUB Natural Gas Training session on the KUB Campus (Middlebrook Pike) on [choose one] August 22 from 9–11 a.m. or 12–2 p.m.

Each session will cover topics such as natural gas system meters, properties and hazards, emergency planning, and leak response. Space is limited. Please contact the Training team at FStraining@utk.edu by Friday, August 22 to register.

APPA Supervisor's Toolkit Coming to UTFS – October 13–16

The APPA Supervisor's Toolkit training is coming to UT Facilities Services October 13–16. This comprehensive course is designed to strengthen leadership skills and provide practical tools for supervisors working in facilities management. If you would like to recommend a supervisor to attend, please send their name(s) to FStraining@utk.edu. Space is limited, so be sure to submit your nominations soon!



BUILDING SERVICES

Student Union:

- The following offices were detailed cleaned including carpet cleaning: 368D, 382D, 382B, 382C, 382E, 382G 382H, 371G, 371C, 371 reception, 371H, 368C, 371F and 372.
- The glass on the inside of dining was cleaned.
- The third-floor hallway carpet was cleaned.
- Floor work in the back corridor of the first floor is in progress to remove the terra glaze.
- The baseboards in L1 connector bridge were cleaned.
- Carpet cleaning in the ballroom.
- Carpet cleaning in 262 A and C.
- The second floor hallway carpet was cleaned.
- The entrances in phase 2 had cobweb removal and the transom glass was cleaned.
- The auditorium stage was cleaned up after sound system installation.
- Our team assisted with floor work in the Hoskin's Building.
- In HESS we completed a work order cleaning the Dippers floor in the dining area and kitchen area.
- The carboard area in the dock was cleaned up.
- Stairwells were swept and mopped.

MOVING & EVENT SERVICES

Monday, July 7th:

- Moved A&A Administrative Suite from 2nd floor Art & Architecture Building to 2400 Sutherland Ave.

Tuesday, July 8th:

- Moved Suite 228 Cherokee Mills into Suite 108 Cherokee Mills, and moved desks from 108 to 228.

Wednesday, July 9th:

- Continued moving offices out of Suite 228 Cherokee Mills into Suite 108 Cherokee Mills.

- Moved items out of Conference Center Suite 231A, 231B, 231C, 231D into Suite 228A.
- Moved furniture out of Claxton Education Building 224 to Bailey 218 and Bailey 204.
- Picked up furniture from Conference Center Building and took to surplus.
- Picked up purchased surplus items and delivered them to Dabney Hall 789.

Thursday, July 10th:

- Moved furniture between rooms 317, 414, 417, 419, 421, 422, 423, 426, 504, 505 Ferris Hall, and hauled unwanted items to surplus and trash.
- Delivered purchased surplus furniture to Perkins 110.
- Moved furniture and other items between rooms 109A, 118, 110C, 110A.
- Set up stage, tables, and chairs for Alumni Summer College Event at ANR Ballroom 101A/B.
- Moved a sit/stand desk from Perkins Hall 121 to Strong Hall 102.

Friday, July 11th:

- Moved items from Walters Academic Building M407 to McClung Tower 104A for UT Theatre Department.
- Picked up stage from ANR 101.
- Delivered tables to Mossman Building.
- Delivered surplus items to Black Cultural Center.
- Moved furniture at Communications Building and Student Services Building.

SUSTAINABILITY

- No report received

Weekly continues on next page



LANDSCAPE SERVICES

Landscape Services: Summer Highlights

It has been a productive and fast-paced summer for Landscape Operations, with crews actively engaged in large-scale renovation and improvement projects across campus in preparation for the upcoming semester.

Key Projects Completed:

- Volunteer Boulevard Streetscape: Upgraded landscape designs, new bioswale and median plantings.
- Haslam College of Business Grounds: Completed updated landscape design and installation.
- TREC Steam Repair Landscaping: Restoration of impacted areas following critical steam infrastructure repairs continues and should be completed before classes begin.
- Regional Stormwater Facility Pond: Repaired pond and waterfall feature and renovated the surrounding landscape.

Grounds Crew Achievements:

- Distributed over 600 cubic yards of mulch campus-wide—equal to 10 tractor trailer loads—resulting in refreshed and polished planting beds.

Arboriculture Updates:

- Pruned over 135 trees along Volunteer Blvd to improve sidewalk access, visibility, and bus clearance.
- Removed 10 trees internally and an additional 30 trees by the contractor in conjunction with the Melrose Hall demolition.
- Completed several scheduled pruning and removal projects around campus.

Turf & Irrigation Progress:

- Renovated event lawns at Circle Park and Humanities for improved aesthetics and functionality.
- Repaired turf and irrigation systems affected by multiple steam and geothermal leaks.

Thanks to the dedication and hard work of every crew member, the campus is now greener, cleaner, and beautifully prepared to welcome students for the new academic term.

MAINTENANCE & REPAIR

HOUSING

- Going room to room preparing for the students to come back next week.

ATHLETICS

- Neyland Stadium: General maint. and checking premium areas for events.
- Regal Soccer: General Maint. and getting ready for Soccer Season.
- Lindsey Nelson Stadium: General building Maint. and assistance with contractors on construction.
- Football complex: Doing general building maintenance and checking all areas for recruits and visitors, also Fall football camp has started.
- Sherri Lee Softball: General Maint. and Repairs
- Allan Jones Aquatic: General Maint. and Repair and assisting TA with catwalk lights.
- Goodfriend Tennis: General Maint. and Repairs
- Thompson Boling Arena at Food City Center: General maint.and repair, also assisting with men's and women's practice.

Weekly continues on next page



DINING

- Re-ran drink dispenser drain line at Rocky Top
- Installed new cutting boards at Haslam K-Brew
- Repaired double stack ovens at the Student Union
- Repaired a cooler in the UTIA POD Market
- Replaced bad sink basket at Mossman
- Replaced cooler/freezer door gaskets at the Student Union Chick-Fil-A and Starbucks

ZONE 4

- Art + Architecture - worked on AC in 320
- Andy Holt - worked on 3rd floor west lobby AC fan
- Communications - worked on lights in 233
- Student Services - worked on burning smell in 323
- McClung Tower - worked on AC leak in 306 and 707 AC unit re-program
- General maintenance throughout the zone

ZONE 5

- Student Aquatics: repairs to lighting, shower rooms, replacing a bearing in an exhaust fan, and changing ceiling tiles
- Hodges: replacing AHU motors and trying to get air flow in hot spots
- Working diligently on PMs, DASH, and on-demand work requests

ZONE 7

- Working on getting all handrails painted throughout the zone and finishing changing all filters throughout the zone along with cleaning out gutters at Perkins and Ferris.

ZONE 8

- We replaced GFCI outlets in a new lab in the ANRB building that is having issues with the current outlets tripping constantly without load.
- We are making lighting repairs at the UT IAMM building to an outdated Lutron system.
- We have been updating our emergency lighting in the Business Incubator building.
- We continue to backflush coils due to excessive heavy materials in our chill water loop.
- With the cooler temperatures, we are seeing some much needed relief on many of our HVAC systems.
- Our One-Call team is starting to see more activity with the students coming back to campus very soon.

M&R SPECIALTIES

- No report received

LOCK & KEY SERVICES

- Mossman – removed mullion bar and repaired cylinder.
- Music – disassembled panic hardware and removed handle.
- IAMS – installed door covers on 2 doors.
- Student union - lock change on room 371.
- Student union – lock change on G176.
- Vol Hall – record on 1002B.
- Ausitn Peay – lock change on 410D
- 1820 Frat park – installed 4 locks.
- Stokely hall – installed privacy functionlock.
- Communications – inspected lock issue on room 289.

Weekly continues on next page



LOCK & KEY (CONT.)

- Third Creek – repaired battery-operated desk lock, got the desk drawers opened and installed new batteries.
- Vol Hall – recore on 765C.
- 1828 Frat park – make keys for rooms that were requested.
- Burchfiel geography – repaired lock mechanism on room 201.
- Jessie Harris – lock change on room 212A
- Laurel hall – recored a few rooms.
- SERF – installed new door knob on room 201.
- Chi Omega Sorority – make keys for balcony.
- Jessie Harris – rekeyed room 323.
- McClung Museum – repaired door lock on room handicap door.
- Rocky Top – Change codes on several doors as requested from dining.
- Third creek – room 237G3 repaired desk drawers that are battery operated and got the desk open along with installing new batteries.
- Law library – copied 60+ drawer keys for new incoming students.
- Haslam Business – room 633 repaired door lock.
- Student union – lock change on room 382B.
- Student union – lock change on room 368.
- SERF – rekeyed several rooms as a RUSH as a special requests for security purposes, along with rekeying rooms in Dabney as a RUSH.
- Beacon East - keying up the building and making changes and requested.
- Beacon West - keying up the building and making changes and requested.
- Poplar hall – keying up the building and making changes and requested.

- Front office has been extremely busy with key requests coming through and a greater number of customers coming in, along with special 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

- Upgrade Windows 10 computer to Windows 11
- Conference Room Support
- Newly Hired Staff setup and Fine Tuning
- Printer Support
- Network Troubleshooting
- Signshop Training Assistance



UTILITIES SERVICES

A/C SERVICES

- Black Cultural - repairing multiple units
- Fred Brown- installing fan motor
- Communications- Installing a mini split
- CRC- Repairing the package unit
- South Greenhouse- Clean and repair the AC unit
- Central Greenhouse- Clean and repair the unit
- PTAC- Repair units for Fred brown, Dogwood, Geier, Robinson
- UT Drive- Repair mini split
- Hesler- Repair compressor
- SERF- Replace condenser units
- Magnolia- Clean strainers
- Robinson- Repair package units
- Geier- Look for a leak

BUILDING AUTOMATION

- Assist the key shop with a wire cut on the door handle @ Communication
- Check batteries on water detection @ Zeanah
- Restart the sprinkler pumps @ Neyland Stadium
- Check on the generator running @ FSC
- Check on the breaker to the fire alarm system is turned off @HPER
- Check on clocks for a change out @ Hesler
- Clean all the smoke detectors @ Alpha Delta Pi
- Remount the duct detector @ Dabney
- Pedestrian pole hit at Volunteer Blvd and Pat Head Summit St @ Campus
- Assist with locates at the intersection of Volunteer Blvd and Lake Loudon Blvd @ Campus

BLDG AUTO (CONT.)

- Straighten the pedestrian sign at Volunteer Blvd and Peyton Manning Pass @ Campus
- Walk through on the generator and emergency circuits @ Nursing
- Replaced the duct detector@ Neyland Stadium
- Check fire drop-out doors @ Alumni
- Check the traffic signal flashing at Volunteer Blvd and Payton Manning Pass @ Campus
- Commissioned new lighting at Black Cultural Center
- Updated Burchfiel's blueprints to reflect current occupancy switches @ Burchfiel
- Met with the design team regarding Lee Stadium renovations, lighting upgrades @ Softball
- Submitted package for upgrading Mossman's lighting software
- Began programming street lights for orange and White alternating for TNAPPA
- Reviewed plans for the SU entertaining plaza @ Student Union
- Programmed BAS settings into ATS at College of Nursing Nursing
- Worked on the Alumni auditorium's Lighting
- Troubleshoot and repair damaged lighting in room 229 @ Student Union
- Added floating switch for designers @FSC

ELECTRICAL SERVICES

- No report received

PLUMBING SERVICES

- Reese Hall Leak on cast iron pipe in basement repaired

Weekly continues on next page



- HPER building has no hot water in the building
- Clarence Brown's toilet was separated from the wall in the women's restroom
- 1808 Frat Park floor drain for ice maker stopped up
- Geier Hall repaired six pex leaks on the first floor
- Andy Holt Tower - repaired ceiling water leak
- Strong PVI 2" trap-steam
- Dabney 2nd Floor heat water leak repaired
- Jessie Harris - storm drain repair at building's side
- Dougherty Eng 2nd floor, hot water leak
- Rocky Top dining leak in the ceiling on the 3rd floor repaired
- A&A repaired the condensate pump in the machine room

STEAM PLANT

- Check Fluids on all forklifts
- Steam yard walk-through
- Clean the Shop area/floors & cob web clean up
- Maintaining air filters
- Finishing up pressure-washing floors
- Started cleaning and waxing floors

IN-HOUSE CONSTRUCTION

- Agriculture and Natural Resource Building: Display cabinet 219
- Art and Architecture: Demo, new sink 241C: Cabinet, demo, painting 321; Wall demo 425
- Austin Peay: Paint, carpet, furniture on 2, 3
- Auxiliary Services: Renovate 103
- Bailey Education: Paint, carpet, etc. A401A ; Multiple room carpet/paint/shades

- Burchfiel Geography: Paint 207, 208
- Business Incubator: Panic buttons 201, 216
- Campus: Support for dining operations; Sidewalk repair; 2025 classroom renovations; TCE lab renovations in various buildings
- Cherokee Mills: Move new folks in- Shared Services, Ed Research
- Claxton Education: Paint, flooring, other renovations on 1st floor; Cubicle changes 338 and 344
- Communications: Renovate 001-017, 250/251, 294/295, 333 and 420; HVAC for WUOT 299I; Soundproof doors WUOT; Paint 107V; New clocks for corridors; Paint, carpet, cubicles 457
- Dabney Buehler: Lab renovation 209-214; Sink and cabinets 671; Nitrogen piping
- Delta Tau Delta; Tuckpointing and brick repair
- Dougherty Engineering: New sink 301; Paint and carpet 312; Hang a plaque outside 602
- ELC: Gate to playground ramp
- ETREC Johnson Animal: Replace 2 blue phones; Construct dog park; Repair kennel floor
- Ferris Hall: Renovate rooms on 2, 3 ,4 ,5 for TCE
- Fred Brown: Paint walls, stairways, etc.
- HPER: Various renovations for Capital Project; Refinish tennis courts
- Haslam Business Building: Renovate 418 Anderson Center; Renovate 320
- Haslam Music: renovate 312 and 313
- Hesler Biology: Renovate 606, 608, 609; Install emergency electric for greenhouses
- Hess Hall: Work in Dippers
- Hodges Library: Renovate 171 for Census Bureau
- Innovation South: Electric connections for equipment
- Jessie Harris: Minor renovations suite 115; paint, etc. 329

Weekly continues on next page



CONSTRUCTION (CONT.)

- Law Complex: Offices, conference rooms 212; Exterior signage, stone engraving
- McClung Tower: Paint and carpet 707, 1121, 1101B, 5031101A, 1102, 1116B and C, 1008
- McCord Hall: Floors in hallways
- Min Kao Engineering; Paint, monitor power 423
- Morgan Hall: Panic buttons 101; Paint 204, etc.
- Mossman Building: Renovate labs 343 E & F, 351 E & F; Labware washer 620F; Casework 541
- Nielsen Physics: Renovate 407
- NEB: Move new folks in-CGE, Honors, Undergraduate Research
- Perkins Hall: Floors in hallways
- Plant Biotech: Controls for growth chamber B015
- Reese Hall: Work for compactor
- Rocky Top: Dining renovations
- Senter Hall: Electric for equipment 101
- SERF: Renovations for 103, 106, 108, 213; lab renovations 520 and 536; lab renovations 434, 438, 439; Lab renovations for cluster hires; Paint and carpet 101A & Q
- Sorority Village: Install turnstile
- Stokley Hall: Paint interior of building
- Stokely Management Building: Ramp in G4; Renovate restrooms on 7; New electric circuit 423A
- Strong Hall: Lab work 726A1
- Student Aquatic Center: Safety handles around pool pump motor pit; Electric for pool systems; Grout pool tile
- Student Health: Panic buttons 121A, B, C
- Student Union: Dining renovations
- Tickle Engineering: Renovations for robotics lab A100; Build 3 offices in 502
- Vet Med Center: Add a blue phone; Renovate lab A335
- Vol Hall: Dining renovations
- 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; Electric and exhaust for freezers; High pressure air 110
- Zeta Tau Alpha: Carpet Directors suite

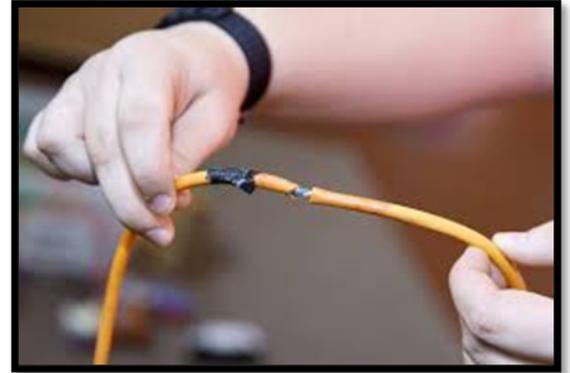


OSHA Training Toolbox Talk: Basic Electrical Safety – Avoid Misuse of Extension Cords

This is a toolbox talk training that will take 5 minutes to complete with your work teams. Toolbox talks are a great safety tool to implement into your team meetings that do not take long to go over. For more toolbox topics go to oshatraining.com

Think of all the activities we perform at work that would be so much more difficult, if not impossible, to do without electricity. Unfortunately, there is not always an electrical receptacle located nearby to directly plug our tools or equipment into, so we often utilize an extension cord to get power to the area where we are working.

And while we seldom give them a second thought, the safe selection and use of an extension cord does require that we avoid certain hazardous conditions:



- Overloading an Extension Cord** – Extension cords are designed for a certain amount of electricity to be drawn through the cord (usually expressed as “amps”, or amperage). Overloading an extension cord by using it to power equipment that draws too much current can cause the cord to over-heat and short out. So, check your extension cord to determine the maximum amperage for which the cord is rated, and compare that to the amperage drawn by the equipment attached to that cord so you can avoid overload situations. It may be necessary to get a heavier cord to handle the load

- Using Extension Cords in Place of Permanent Wiring** – Extension cords are intended to be used as a temporary source of power (usually considered to be 30 days or less). But in some situations, you will find extension cords that have been strung through rafters, attached along a wall, or run through a chase-way or trough on a long-term basis to provide a permanent supply of power to a piece of equipment or machinery. This is not allowed!

- Running Extension Cords Through Windows, Doorways, and Other Openings** – If the window or door gets closed on an extension cord, or if the cord gets moved back and forth repeatedly, it can become pinched or weakened and break the insulation on the wiring. This condition could then expose energized electrical conductors inside the cord that could short-out or even electrocute a person if they make contact with the damaged area.

- Using Extension Cords Rated for Indoor Use Outdoors** – Extension cords intended for indoor use only are not designed to stand up to extreme outdoor conditions, such as cold, ice, wetness, or excessive heat. These conditions can weaken the cord and cause it to deteriorate, which could lead to excessive heat build-up and an overload situation. Check the tag on the cord or the packaging it came in to determine if it is, or is not, designated for outdoor use.



•**Leaving Unsafe Extension Cords in service** – If you find an extension cord that is being used improperly, or is damaged, please notify your supervisor immediately, or unplug the cord and turn it in to the person(s) responsible for replacement and/or repair (discuss who that is for your workgroup). **DO NOT** attempt to repair an extension cord unless you are specifically authorized to do so. It is safer to replace the damage cord than to repair it.