



Bike/Pedestrian Friendly Driver Training - November 19 at 8:30am

Join Bike Walk Knoxville's Friendly Driver Training on November 19 at 8:30 AM at the Facilities Services Complex to help us learn how to safely share the road with people walking and biking. With so many bikers and pedestrians on campus, it's important for all of us to inform ourselves on how to keep everyone safe.

Sign up for this excellent training by sending an email FSTraining@utk.edu.

Reminder: Check the Warehouse for Incoming Orders

When items sit in the warehouse without being picked up or received, their invoices remain unpaid. Please check with Central Supply a few times each week if you're expecting an order. Prompt receipting helps ensure our vendors are paid on time and that we maintain strong relationships with them.

Public Recycling Drop-Off Moved to Concord

We've officially moved our public recycling drop-off site! Our former location at 2121 Stephenson Drive is now closed, and we're excited to welcome everyone to our new site at 521 North Concord Street, Knoxville, TN. Please help us spread the word.



BUILDING SERVICES

Student Union:

- Carpet cleaning in 270 was done to remove spills.
- Stain removal was done in 368
- Overlook glass was cleaned on the second floor
- The overlook glass on the monumental stairs in both phases was clean
- The monumental stairs were swept and mopped.
- The overlook glass was cleaned around the G1 dining area.
- The auditorium was blown out after several events.
- The first floor (first section) seating area carpet was vacuumed and cleaned.
- The dressing rooms were cleaned.
- The windows on the outside of the dining was cleaned.
- IQ was used on the first floor and phase 1.
- The auto scrubber was ran on the connector bridge.
- Graffiti removal was attempted in Union Station.
- G2 and G3 were dusted throughout the hallways and entrances.
- Cardboard bales were made.

Bass Building:

- Leaf removal around the entrance was done.
- High dusting was completed.

1610 University Avenue Building:

- Stairwells were swept and mopped to remove construction dust.
- Leaf removal around the entrance was completed.
- Dusting on the first floor and restrooms was done.

Zone 7:

- Cleaned up after construction work on ceiling tiles in McClung Tower 417.
- Orbited first floor and second floor bathrooms at Art and Architecture Building (AAB).
- Continued stocking new Jenny Boyd Theatre.

- Cleaned after and prepared for multiple events per day in Haslam Music Center (HMC) auditorium and more events in band room, including Brass Chamber Ensemble, Trombone Studio, and University of Tennessee Singers.
- Cleaned Vol Shop at University Commons before and after Saturday's football game.
- Prepared for pottery sale in AAB on Wednesday and Thursday and Honor Court and Singo in Humanities and Social Sciences on Thursday.
- Additional cleaning required at Clarence Brown Theatre as they rehearse and set up stage and lobby for Christmas Carol opening this week.
- Provided support for UT football game on Saturday, including at HMC, stadium, Student Union, and Circle Park.

FS OPERATIONS

MOVING & EVENT SERVICES

Monday, November 10

- Delivered and set up stage, tables, and chairs and provided electrical support and sound at HSS Plaza for Event: Homecoming Kickoff.
- Delivered and set up tables and chairs at Magnolia/Poplar Courtyard for Event: MDRA Fall Fest.
- Picked up chairs from Fred Brown Hall used for Event: Wreath Laying Ceremony.

Tuesday, November 11

- Delivered and set up tables and chairs and provided electrical support at Student Union Plaza for Event: Rocky Top Rally (CSE).
- Picked up tables and chairs from Homecoming Kickoff Event at HSS Plaza.

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MOVING & EVENT SVCS (CONT.)

- Picked up tables and chairs from Magnolia/Poplar Courtyard event.
- Delivered tables to Art & Architecture Atrium for Event: UT Pottery Sale.

Wednesday, November 12

- Delivered and set up tables and chairs and provided electrical support at Student Union Plaza for Event: RHODEO.

Thursday, November 13

- Delivered and set up tables at IAMM room 147 & Atrium for Event: TCE Board of Advisors Meeting.
- Delivered display boards to UT Medical Center Heart Hospital Conference room lobby for Event: Boynton Lecture Series.
- Delivered and set up tables and chairs at TREC Turf Fields for Event: Rocky Top Dog.
- Pick up bar stools and cocktail tables from Baker School and deliver to Student Union 169.
- Delivered and set up tables and chairs at Morgan Hall and ANR 101A for Event: Ag Day Roadshow.

Friday, November 14

- Loaded tailgate items from storage unit on Western Ave. and delivered them to Student Union Plaza.
- Delivered and set up tables and chairs to Student Union Plaza and set up barricades and high top tables for Event: Alumni Tailgate.
- Delivered and set up stage, tables, and chairs at Torchbearer Plaza for Event: Homecoming Parade 2025.
- Set up tables and chairs at ANR 101A & Plaza for Event: UTIA Homecoming Tailgate.
- Picked up and returned display boards from UTMC Heart Hospital event.
- Set up tables and chairs at ANR 101A for Event: UT Systems President's Council.

- Delivered tables and chairs to Blueberry Falls/Claxton Courtyard for CECS Homecoming Tailgate.
- Delivered speaker stands, tables, chairs to Gate 21 Plaza for Gameday pregame show.

Saturday, November 15

- Set up tables and chairs at ANR 101A, 122, 124 for Event: UTIA Homecoming Tailgate.
- Delivered tables to Fiji Island for Event: The Reunion Tailgate.

SUSTAINABILITY

- Compost:
 - Gave 2 tours of the Compost Facility to the Office of Sustainability Intern Group (5 people) and the UT Gardens Kitchen Garden Volunteers (8 people)
 - Hosted 6 volunteers
 - Food waste: 26,126 lbs
 - Landscaping waste: 17,300 lbs
 - Agricultural waste: 18,500 lbs
 - Grease water: 1500 gallons
- Free Store:
 - Intake: 267.8 lbs
 - Outtake: 313.1 lbs
- Oklahoma Game Totals:
 - 7 bales of Aluminum
 - 6 bales of Cardboard
 - Food Waste: 3,085 lbs
 - Food Recovery: 3,980 lbs
- Compost Facility hosted 2 tours, one to the Office of Sustainability Intern Group (5 people) and the other to UT Gardens Kitchen Garden Volunteers (8 people) as well as Hosted 6 volunteers.
- Recycling had ~20 total volunteers for both Zero Waste Gameday shifts before and during the New Mexico State Game.

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LANDSCAPE SERVICES

- No report received

MAINTENANCE & REPAIR

HOUSING

- Putting cleaner in at Dogwood Hall for the water source heat pumps.

ATHLETICS

- Neyland Stadium. General maintenance and preparing for special events in premium areas, also making repairs after the New Mexico State game.
- Regal Soccer: General Maintenance and Repair and getting ready to shut down for the season.
- Lindsey Nelson Stadium: General building Maintenance, and assistance with contractors on construction.
- Football complex: Doing general building maintenance and checking all areas for recruits and visitors. Assisted Steam shop with leaks on indoor field.
- Sherri Lee Softball: General Maintenance and Repairs and preparing for fall Softball games.
- Allan Jones Aquatic: General Maintenance and Repair, also preparing for swim meets this week.
- Goodfriend Tennis: General Maintenance and Repairs.
- Thompson Boling Arena: General maintenance and repair and preparing for and Lady Vol and Men's Basketball games.

DINING

- Repaired a Doyon oven at Rocky Top Dining
- Replaced a fryer control board and fixed a microwave at the Student Union
- Replaced a dishwasher water valve at the Arena
- Repaired a bun toaster at Art + Architecture
- Repaired waste compactor leaks at Stokely

ZONE 4

- Art + Architecture - worked on heat in 215A and 341B
- Andy Holt Tower - worked on a door lock in 527 and a card reader in 832
- Communications - worked on a breaker for a porch on the 3rd floor and replaced lights and a ballast in Room 66B
- Student Services - worked on heat in 209F and 489C and unstopped a toilet in the 1st floor women's restroom
- McClung Tower - worked on heat in 920 and 1008B and changed

ZONE 5

- No report received.

ZONE 6

- No report received.

ZONE 7

- Replaced a motor in AHU 9 at SERF, replaced the stall wall in the men's restroom at SERF, Assisting shops on steam leak in Dabney Buehler, working on LED retrofit at Tickle



ZONE 8

- We are still working with out 2 pipe buildings dancing the heat on/heat off dance until we reach a lower consistent temperature.
- Our One-Call after hours team has been busy, especially the weekends with any type of call you can think of.
- We have multiple contractors working to replace our building heating system at the JRTU facility.
- We replaced an exhaust motor at the South Greenhouse.
- We will be losing all of our chill water cooling system at JRTU this coming week until Spring 2026 with a complete overhaul of the system.
- We are responding to calls throughout the zone and making repairs as needed.

LOCK & KEY SVCS

- Walters – fixed mortise lock
- Cherokee Mills – re4keyed a set oof suites
- Dougherty – rekeyed a lab
- Student Health - created padlock with core
- Health – fixed core
- Student Union – fixed door handle
- Perkins – replaced solenoid
- Student Union – fixed restroom lock
- Student Services – replaced core
- Rocky Top – fixed exit device
- Clement – recores
- Hess – recores
- Academic Resource Bldg – made desk keys
- Facility Services Complex- repaired door locks
- Rocky Top – replaced core
- Stadium – fixed locker room hardware
- Ag & Nat Research – recored door
- Hess- fixed lock core

COMM & INFO

COMMUNICATIONS & DIGITAL ENGAGEMENT

- 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

- Log into K@TE to complete your OSHA training as soon as possible for 2025. Compliance Training is live now and should have been completed by the end of October. Conflict of Interest Disclosures are now past due.

FS IT

- Setup Hotspot Upgrades
- Prepare for ADP payroll System GoLive
- Assist with GIS Analyst Hiring Committee
- Assist with Dash Permissions
- Assist with Work at Home Staff
- Purchasing in DASH
- Setup and distribute Hotspot Upgrades.
- Staff Management in Active Directory
- Beg for Podium Upgrades in 101 and 102
- Staff (new) Cell Phone Assistance

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UTILITIES SERVICES

A/C SERVICES

- Southern Kitchen – repair boiler
- Steam Plant – replace expansion boot on heating water pump
- Neyland – AC prep for football game
- Student Union – rebuild heating water pump
- Hesler – started steel work for new cooling towers
- Hoskins – Commission new fan array in AHU no. 1
- IAMM – replace primary chilled water pump for process chiller
- Allan Jones - Repair Dectron units
- Walters Academic – rebuild heating water pump
- Walters Academic - repair steam control valve for heat exchanger
- Zeanah – repair cooling tower make – up valve
- Alumni Gym – repair heating water system

A/C M&R

- Fiber and Composites- Replace transformer on unit heater
- Mossman- Vacuum pump repair
- A&A- Air compressor repair
- Communications- repair leak on Liebert unit
- Black Cultural Center- Repair AHU1
- Food Safety- Finish install of evaporator
- Buehler - Repair leaking coil
- Conference Center- Repair drain
- Landscape Trailer - Repair heater
- Body Farm- Replace sensors
- Delta Zeta- Repair multiple units
- Environmental Landscape- Install new unit
- Soccer- Replace TXV

HIGH VOLTAGE UTILITIES

- Marking & logging Tennessee 811's on campus.
- Pump manholes on
- Adding poles and lights for parking lot at Concord
- Adding light at G10

LOW VOLTAGE M&R

- Installing color-changing lights on Volunteer BLVD
- After Hours Campus Calls
- Concord Shops Project
- Fire Alarm Geier Hall
- Rainbird Project
- Lindsey-Nelson Stadium Renovation Power Outage
- Fire Alarm S. Carrick Hall

FIRE ALARM GROUP

- Install water detection:
 - McClung Tower
 - Haslam Music
 - TBA sprinkler project
 - Strong Hall
- Prepare for New Mexico State football game
- Fire watch for:
 - Vols Basketball
 - Lady Vols Basketball
 - Jonas Brothers concert
 - New Mexico state football game
- Program access for facilities employees
- Food City center Disable beam detectors for Massey Electric
- Conference center test audible alarms in building

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FIRE ALARM GROUP

- Blow Out drains on sprinkler system with freeze potential
 - Mossman
 - Strong Hall
 - Vol Hall
 - Student Union
 - Burchfiel
 - Zeanah
 - G-10 Garage
 - Anderson Training
 - ANRB
 - Brehm
 - Golf Facility
- Annual sprinkler inspection with Morristown
 - Dabney Buhler
 - Perkins Hall
 - Golf Facility
- Monthly Fire pump churn with Morristown
 - Dougherty
 - Min Kao
 - Anderson Training
 - Student Union
 - Burchfiel
 - TREC
 - Hesler Biology
- Clement Hall Dirty smoke detector
- Sorority fire drills
- Dabney Buhler Disable and enable smoke detectors for ac shop
- Delta Zeta replace sounder base and smoke detector
- IAMM Replace batteries in PBS panel on 3rd floor
- Tickle clean dirty duct detector
- 1836 frat clean dirty smoke detector
- Reese hall clean dirty smoke detector

- Blow Out drains on sprinkler system with Ayres Hall test audible alarms in building
- Reprogram Tickle's 5th floor lighting
- Fix shade alignment in Tickle 500
- Submit Energy Right project to TVA
- Colored lights set for Homecoming
- Re-Program lighting on Tickle's 2nd floor
- Replace Lighting control receivers in Tickle 299C and 399C
- Raceway for meter at Andy Holt Chiller Bldg
- Raceway for meter at Ferris Hall
- Raceway for meter at Temple EV chargers
- Vivarium replaced and reprogrammed two lighting control modules
- Troubleshoot lighting at FSC 101/102
- Troubleshoot lighting issues at FSC corridor
- Pre-Game repairs to Neyland Lighting controls on West 7th

PLUMBING UTILITIES

- Marking and logging 811's on campus and performed utilities GIS documentation (on going)
- Pumped steam vaults on Campus
- Hess Hall temporary hot water (on going)
- Paint, test, and flush all Fire Hydrants on campus (on going)
- Repaired a water main leak at EJ Chapman and North Greenhouse
- Repaired a water main leak at Fred Brown Hall
- Water and sewer for recycle trailer at Concord
- Set up restroom trailers for gameday (will be ongoing through season)
- Serviced steam vaults across campus
- Repaired steam regulator at Alumni Memorial
- Repaired steam leak at the Vet School

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PLUMBING UTILITIES (CONT.)

- Repaired steam leak at Fred Brown Hall
- Repaired steam regulator at Morgan Hall
- Building metal support for A/C shop at Hesler Chiller

PLUMBING M&R

- Repaired a PEX leak in the ceiling at Geier Hall
- Repaired a steam line leak in the ceiling at Anderson Training Center
- Unstopped drains at Hoskins Library
- Replaced shock stop in the kitchen at Food City Center
- Repaired a steam leak on the PVI at Rocky Top Dining
- Repaired a steam leak in the machine room at Plant Biotech
- Repaired a condensate leak in the attic at McClung Museum
- Unstopped floor drains at 2620 Sorority Village
- Repairing condensate pumps at UT Drive Building A
- Repairing bottle filler at Jessie Harris
- Repaired drain at Chick-Fil-A
- Unstopped floor drain at Zeta Tau Alpha
- Repaired Leslie at Anderson Training
- Investigating acid sink drain at Dabney Buehler

STEAM PLANT

- Check Fluids on all forklifts
- Walk around steam plant and fuel oil tanks checking for leaks
- Clean shop area and boiler room floors
- Continue to isolate #1 boiler for removal
- Monthly report
- Boiler #1 Meeting
- Continued fire floor clean, up after demo
- Worked on pipe layout for new feed water pump
- Painted wall in feed water pump area
- Replaced o ring on fuel oil strainer
- Worked with Boiler supply on boiler tuning
- Worked on water pumps for office heat
- Inspected oil pumps and strainer on #1&2 fuel oil tanks
- Ordered parts for new feed water pump piping
- Isolated heaters for repair



IN-HOUSE CONSTRUCTION

- Agriculture and Natural Resource Building: Display cabinet 219
- Andy Holt Tower: Outlet for cart charger P1; New electric panel 1st floor mech room
- Austin Peay: Classrooms 203, 308; Electric for monitors in corridors
- Bailey Education: Paint, carpet, etc. A401A; Multiple rooms carpet/paint/shades 3rd floor
- BESS Office Bldg.: Paint and flooring 101 and 103
- Burchfiel Geography: Paint and moving workstations 107
- Campus: TCE lab renovations in various buildings
- Cherokee Mills: Move new folks in- Shared Services, Ed Research; Business
- Clarence Brown Theatre: New displays
- Claxton Education: 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; Paint and carpet 268 and 434
- Conference Center Bldg.: Electric 399S5; Paint and electric 215; Renovate window displays
- Dabney Buehler: Lab renovation 209-214; Nitrogen piping
- Dougherty Engineering: New sink 301; Electric for monitor 103A; electric and air 102B
- ELC: Rebuild wood deck in playground; Fill in opening in restrooms
- Engineering Research Annex: New lights
- ETREC Johnson Animal: Repair kennel floor
- ETREC Walland: Build a wall/door
- Fred Brown: Lights and electric work in laundry room
- HPER: Various renovations for Capital Project
- Haslam Business Building: Renovate 320; Install backbox, electric and mount for monitor 334; Digital signs in corridors; Door lights 2nd floor office suite; Divide 540 into 2 rooms; Changes to serving area in 501
- Hesler Biology: Install emergency electric for greenhouses; Paint 331
- Hodges Library: Renovate 171 for Census Bureau; Carpet 606
- Hoskins Library: Carpet 2nd floor corridor
- Innovation South: Electric connections for equipment
- Kingston Pike Building: Door work 135B and 135D5
- Law Complex: Offices, conference rooms 212; Paint and carpet 247 and 252
- McClung Tower: Paint and carpet 803
- McCord Hall: Floors in hallways; Renovate G055, 111 and 112; Remove letters, paint 101
- Min Kao Engineering; Access controls 6 doors on 3rd floor
- Morgan Hall: Paint 204, etc.; Lighting, sound proofing
- Mossman Building: Labware washer 620F; Install humidity system 120C
- Nielsen Physics: Renovate 407
- Perkins Hall: Floors in hallways
- Plant Biotech: Controls for growth chamber B015; Remove sinks and plumbing 101
- Rocky Top: Dining renovations and repairs
- Senter Hall: Electric for equipment 101
- SERF: Renovations for 103, 106, 108, 213; Lab renovations for cluster hires
- Sorority Village: Install turnstile



IN-HOUSE CONSTRUCTION

- Stokley Hall: Paint interior of building; Paint Keoke Coffee
- Stokely Management Building: Renovate restrooms on 7; Build offices 436
- Strong Hall: Lab work 726A1
- Student Aquatic Center: Grout pool tile
- Student Health: Panic buttons 121A, B, C
- Student Union: Dining renovations; Install door glass 382H
- UT Drive Building C: Renovate for move from Presidential
- UTFS Concord: Build stairs for trailer
- UT Gardens: Install Smart flower
- UT IAMM: Electric 150
- Vet Med Center: Renovate lab A335; Wall repair B022C; Add 16 panic buttons
- Volunteer Hall; Correct settling issues
- Walters Academic: Renovate spaces on 2nd and 3rd floor
- Zeanah Engineering: Card reader\ Add access controls for 8 rooms; Lab renovations for cluster hires; Electric and exhaust for freezers; Electric and plumbing G169



As we enter the holiday season, it's important to recognize that fire risks increase significantly during this time of year.

Between Thanksgiving and New Year's, nearly 156,000 home fires occur nationwide, and Thanksgiving, Christmas, and New Year's Day are consistently the highest-risk days. Many of these incidents are preventable with proper awareness and safe behaviors both at work and at home.



Why Fire Risks Increase

The holidays bring more cooking, decorations, heating use, and distractions. Thanksgiving ranks as the number one day for cooking-related fires, often caused by unattended cooking or improper use of kitchen equipment. Christmas and New Year's also see fire numbers nearly double the daily average due to decorations, heating equipment, and busy or festive environments.

Primary Contributing Factors

- **Cooking Hazards:** Unattended cooking remains the leading cause of holiday fires. Always stay in the kitchen when using stovetops or ovens and never attempt risky cooking methods like deep frying inside or near structures.
- **Decorations:** Keep trees, lights, and powered decorations away from heat sources. Inspect lights for damage and turn off decorations when leaving work or home. Ensure fresh cut trees are watered multiple times a day to prevent drying out.
- **Heating Equipment:** Maintain safe clearance around heaters (At least 3 feet), ensure proper ventilation, and never use the oven for heating. Turn off portable heater when not home.
- **Seasonal Distractions:** Increased social gatherings, travel, alcohol consumption, and crowded environments may reduce situational awareness and reaction time.

Safety Reminders

1. Maintain clear areas around heaters and electrical sources: Do not store items near heat or electrical sources.
2. Inspect equipment and cords for wear before use. Ensure lights and cords being used outside are rated for outdoor use.
3. Have any damaged outlets, heaters, or lighting repaired immediately. Discontinue use.
4. Ensure decorations meet safety guidelines and are not placed in the egress/exit paths.
5. Review emergency evacuation routes and practice "situational awareness" when going out.
6. Lead by example—encourage safe practices at work and at home.

The holiday season should be enjoyed safely. Staying alert, following proper procedures, and recognizing hazards early can protect you, your team, and your loved ones. Safety is not seasonal—it is our responsibility every day. Stay aware, look out for each other, and have a safe and joyful holiday season.