

Public Buildings

Mission Statement

To plan, construct, renovate, repair and maintain all public buildings; provide safe, secure, accessible and sustainable facilities in approximately 2.7 million square feet of space in 78 municipal and school buildings.

Fiscal Year 2016 Major Accomplishments

Project Management - Achieved 100% on time, under budget for capital projects such as Angier School and Fire Station #10.

Capital Planning - Continued to update and refine the CIP, and utilized long range strategic planning with various dept's and stakeholders to ensure sustainable plans for all buildings.

Operations and Maintenance - Expanded preventive maintenance, focusing on root cause evaluations and corrective actions.

Energy Efficiency & Sustainability - Completed energy retrofits of 14 buildings, reducing building energy consumption compared to FY15. Installed solar panels at various locations throughout city.

Day to Day Customer Experience - Improved cleanliness and functionality of municipal buildings to provide better experience for residents, visitors, and staff.

Fiscal Year 2017 Desired Outcomes

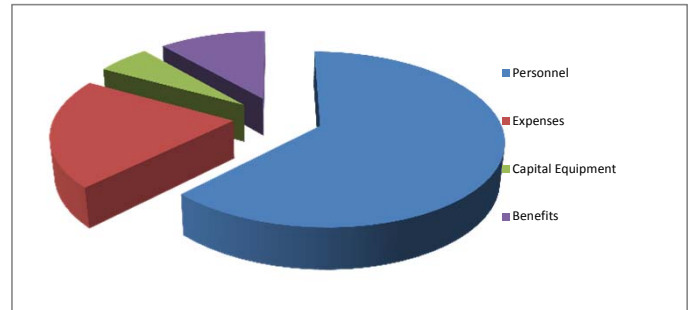
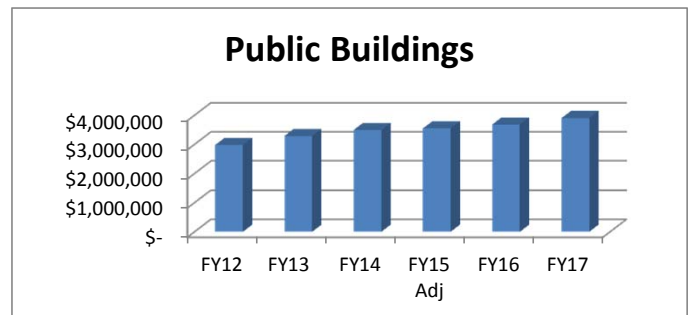
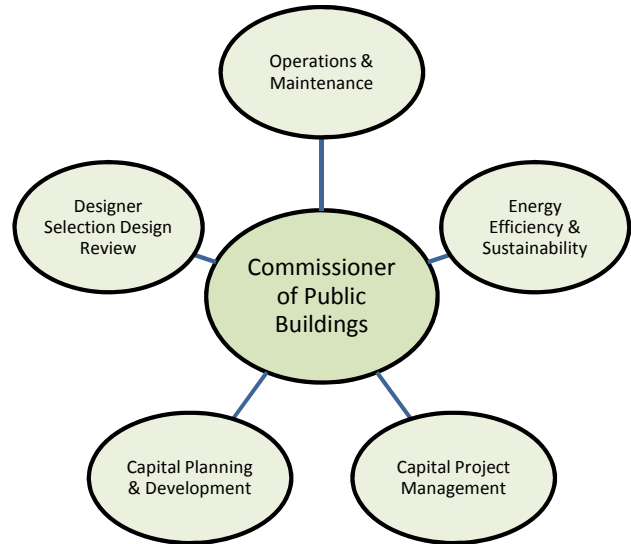
Project Management - Continued management of Zervas and Cabot school projects, Fire Station #3 project, as well as Manet Road building.

Capital Planning - Continue to update CIP and ensure residents are informed of progress on key projects.

Effective Maintenance and Operations - Expand preventive maintenance program and improve efficiency of work-order completion.

Energy Efficiency - Achieve 25% improvement from 2008 baseline.

Design Review Committee - Continue to add qualified members.



Department Detail

	Actual				FY2015	FY2016	FY2017
	FY2012	FY2013	FY2014	FY2015			
Expenditure by Core Function							
Personnel	\$ 1,777,587	\$ 1,868,498	\$ 2,042,040	\$ 2,202,659	\$ 2,366,357	\$ 2,436,876	
Expenses	\$ 817,417	\$ 911,740	\$ 919,916	\$ 949,264	\$ 790,114	\$ 802,772	
Capital Equipment	\$ 4,642	\$ 162,989	\$ 173,142	\$ 28,424	\$ 79,375	\$ 219,500	
Benefits	\$ 382,796	\$ 347,259	\$ 360,150	\$ 366,425	\$ 446,065	\$ 442,622	
Total	\$ 2,982,442	\$ 3,290,486	\$ 3,495,248	\$ 3,546,772	\$ 3,681,911	\$ 3,901,770	
% Incr		10.33%	6.22%	1.47%	3.81%	5.97%	
Personnel							
Full-Time	30	30	32	33	33	32	
Part-Time	0	2	1	2	2	2	
Total	30	32	33	35	35	34	

FY2016 Accomplishments - Public Buildings Department

Outcome #1: Effective Project Management	Target	Result
Strategy #1: Fire Station #10		
Complete the Fire Station #10 project.	July 2015	Completed
Strategy #2: Fire Station #3 and Headquarters Project		
Complete design of Fire Station #3 and Headquarters project.	Fall 2015	April 2016
Begin demolition, construction, and renovation of Fire Station #3 and Headquarters.	Winter '16	Spring 2016
Project complete and Firefighters move back in.	Fall 2018	Winter 2019
Strategy #3: Angier School Project		
Certificate of Occupancy obtained.	Dec 2015	Completed
Project complete and students move in.	Jan 2016	Completed
Strategy #4: Zervas School Project		
Complete design of the Zervas School project.	Fall 2015	Completed
Begin demolition and construction of the Zervas School.	Jan 2016	In Process
Project complete and students move in.	Sep 2017	On schedule
Strategy #5: Cabot School Project		
Site plan approval for the Cabot School.	Winter '16	Spring 2016
Complete the design of the Cabot School.	Winter '17	On schedule
Project complete and students move in.	Winter '19	On schedule
Outcome #2: Citywide Capital Improvement Plan	Target	Result
Strategy #1: Updated Capital Improvement Plan		
Department submissions due.	Jul 2015	Completed
C.I.P. Steering Committee evaluations.	Sep 2015	Completed
Strategy #2: Website Improvements		
Project pages available and up to date.	Aug 2015	Completed
Number of quarterly updates posted on time.	4	On schedule
Strategy #3: Individual Project Data for FY16 Projects		
Develop project descriptions, location map, budget, schedule.	Oct 2015	Completed
Provide annual update.	Dec 2015	Completed
Outcome #3: Effective Maintenance & Operations	Target	Result
Strategy #1: Implement Life Safety Code upgrades		
Percentage of outstanding code-related work orders in schools completed or scheduled.	100%	On schedule
Percentage of outstanding code-related work orders in municipal buildings completed/scheduled.	100%	On schedule
Strategy #2: Improve Average Workorder Completion Time		
% of emergencies responded to within one hour - currently 100%.	100%	On schedule
% of routine workorders completed within 5 working days: School Bldgs - currently 73%	75%	On schedule
% of routine workorders completed within 5 working days: municipal buildings are currently at 72%.	73%	On schedule
Strategy #3: Expand Preventive Maintenance Plan		
Percentage of scheduled preventive maintenance tasks completed - currently 100%	100%	On schedule
Percentage of work-orders that are preventive maintenance - currently 40%.	45%	On schedule
Outcome #4: Achieve 25% Improved Energy Efficiency from 2008 Baseline	Target	Result
Strategy #1: Implement Solar Panels and Power Purchase Agreement		
Number of planned solar panel projects implemented (City Hall, Library, Angier, Zervas, Cabot, Newton South High School and Rumford Avenue Recycling Depot.)	7	Angier scheduled for Fall 2017; Zervas for Spring 2018
Renewable power generated by new solar panels.	750KW	On schedule
Coordinate implementation.	Sep 2015	Rescheduled for FY17
Strategy #2: Complete Energy Retrofits on 30 Buildings w/Preferred Vendor Program		
Complete energy retrofits on 30 buildings.	July 2016	On schedule
Outcome #5: Improve Day to Day Customer Experience	Target	Result
Strategy #1: Obtain Qualitative Survey Data		
Complete customer satisfaction survey in areas like building cleanliness.	July 2015	We have started a training program with the custodians to try to improve performance. We are also strategically investing in bathroom finishes that are easier to clean, and provide a healthier environment.
Strategy #2: Determine Corrective Actions and Resources Needed and Establish New		
Apply new strategy and resources as appropriate to meet the desired goals.	Aug 2015	Completed; will continue to revise strategies in FY17
Strategy #3: Obtain Updated Qualitative Survey Data to Ensure Desired Goals Reached		
Complete a followup customer satisfaction survey in areas like building cleanliness.	Oct 2015	Will complete in FY17

FY2017 Desired Outcomes - Public Buildings Department

Outcome #1: Effective Project Management

Target

Strategy #1: Fire Station #3 and Headquarters Project

Start demo, construction, and renovation of Fire Station #3 and Headquarters.	Winter 2016
Fire Headquarters renovation complete and Fire Administration moves in.	Fall 2017
Project complete and Firefighters move back in.	Winter 2019

Strategy #2: Zervas School Project

Start demo and construction of the Zervas School.	Jan 2016
Project complete and students move in.	Sep 2017

Strategy #3: Cabot School Project

Complete the design of the Cabot School.	Winter 2017
Project complete and students move in.	Winter 2019

Strategy #4: Aquinas School Window Replacement Project

Start PCB and window removal.	Spring 2016
Complete window installation.	Fall 2016

Strategy #5: Pre-School at Aquinas School Feasibility Study

Complete feasibility study of the pre-school.	Spring 2016
Start design of pre-school renovations.	Summer 2016

Strategy #6: Manet Road Communications Building Project

Project complete and communications equipment moved in.	Summer 2016
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Outcome #2: Citywide Capital Improvement Plan

Target

Strategy #1: Updated Capital Improvement Plan

Department submissions due.	Jul 2016
C.I.P. Steering Committee evaluations.	Sep 2016

Strategy #2: Website Improvements

Project pages available and up to date.	Summer 2016
Number of quarterly updates posted on time.	4

Strategy #3: Individual Project Data for FY17 Projects

Develop project descriptions, location map, budget, schedule.	Oct 2016
Provide annual update.	Dec 2016

Outcome #3: Effective Maintenance & Operations

Target

Strategy #1: Implement Life Safety Code upgrades

Percentage of outstanding code-related work orders in schools completed or scheduled.	100%
Percentage of outstanding code-related work orders in municipal buildings completed/scheduled.	100%

Strategy #2: Improve Average Workorder Turn-Around Time

% of emergencies responded to within one hour - Currently 100%.	100%
% of routine workorders completed within 5 working days: School Bldgs - currently 73%.	75%
% of routine workorders completed within 5 working days: Municipal Bldgs - currently 72%.	73%

Strategy #3: Expand Preventive Maintenance Plan

Percentage of scheduled preventive maintenance tasks completed - currently 100%.	100%
Percentage of work-orders that are preventive maintenance - currently 40%.	45%

Outcome #4: Achieve 25% Improved Energy Efficiency from 2008 Baseline

Target

Strategy #1: Implement Solar Panels and Power Purchase Agreement

Roof solar installs at several buildings including: Angier, Bowen, South High School, Oak Hill School.	Spring/Summer 2016
Parking canopy solar installs: Elliot Street, Newton South High School.	Fall 2016
Rumford Landfill ground mounted solar.	Fall/Winter 2016
Zervas School solar panel project design completion.	Spring 2016
Cabot School solar panel project design completion.	Winter 2017
Renewable power generated by new solar panels.	750KW

Strategy #2: Energy Efficiency Retrofit, Preferred Vendor Program

Phase 1 - Complete energy retrofits on 14 buildings.	Completed December 2015
Phase 2 - Complete energy retrofits of 14 projects in 12 buildings.	Summer 2016
Phase 3- Start energy retrofit projects at various buildings.	Fall 2017

Strategy #3: Energy Reporting and Building Analytics

Install energy analytics for continual commissioning at Newton South High School.	Fall 2016
Adopt an energy data base and data use analysis reporting system for City buildings.	Fall 2016

Outcome #5: Design Review Committee

Target

Strategy #1: Review Make-Up of Committee

Add appropriately experienced member(s).	Summer 2016
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Outcome #6: Department Internal Operation Improvements

Target

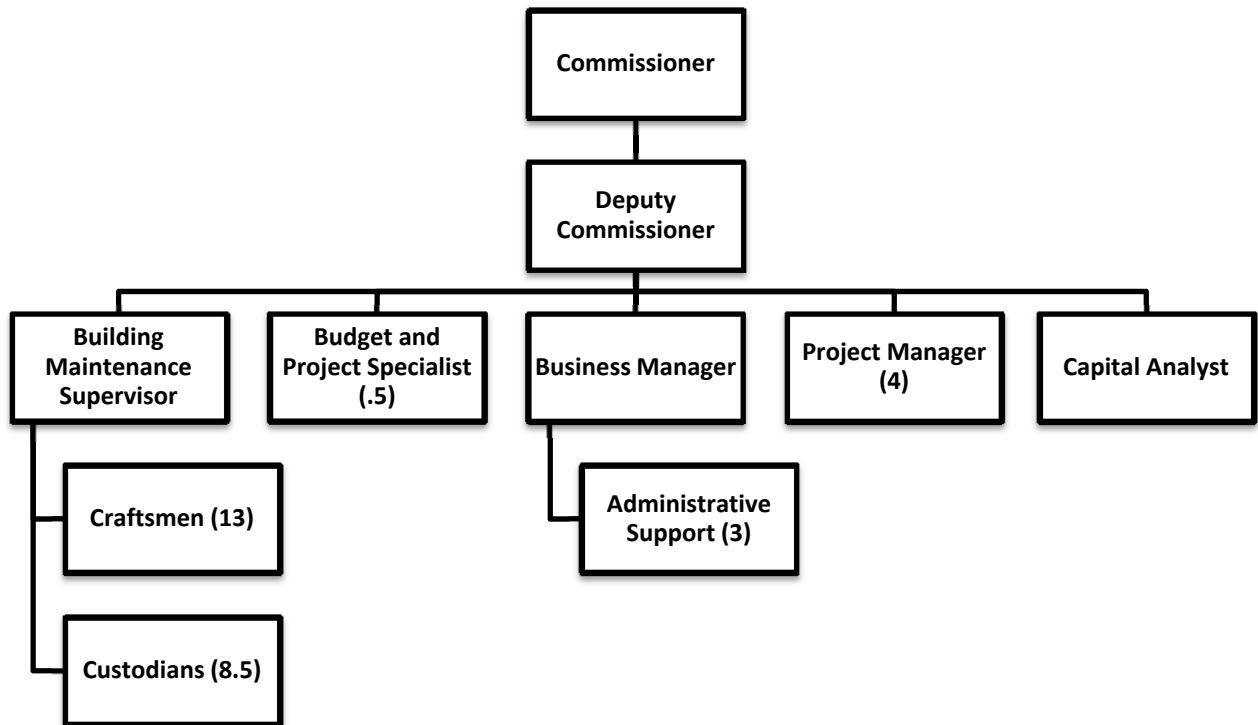
Strategy #1: Work Order Close out Timeline

Review who should be designated with the responsibility for work order close out.	Summer 2016
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Strategy #2: Department Generated Transfer Bills Timeline

Review timeline when to create transfer bills for Schooldude and other systems.	Summer 2016
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PUBLIC BUILDINGS



FUND: 01 - GENERAL FUND
DEPARTMENT: 115 - PUBLIC BLDG DEPARTMENT

CITY OF NEWTON BUDGET
DEPARTMENT LEGAL LEVEL OF CONTROL

	ACTUAL 2014	ACTUAL 2015	AMENDED 2016	YTD 4/13/2016	RECOMMENDED 2017	CHANGE 2016 to 2017
PUBLIC BLDG DEPARTMENT SUMMARY						
51 - PERSONAL SERVICES	2,042,040	2,202,659	2,366,357	1,775,863	2,445,123	78,766
52 - EXPENSES	1,446,138	1,404,223	1,333,717	969,612	1,442,446	108,729
58 - DEBT AND CAPITAL	173,142	28,424	79,375	77,118	219,500	140,125
57 - FRINGE BENEFITS	360,150	366,425	446,065	317,901	442,622	-3,442
TOTAL DEPARTMENT	4,021,470	4,001,730	4,225,514	3,140,494	4,549,691	324,178
PUBL BLDG ADMIN.						
51 - PERSONAL SERVICES	775,826	905,069	935,704	730,290	929,558	-6,146
52 - EXPENSES	120,061	137,525	124,878	57,724	119,725	-5,153
58 - DEBT AND CAPITAL	4,492	14,590	77,425	75,168	66,500	-10,925
57 - FRINGE BENEFITS	94,064	112,967	143,885	108,646	148,391	4,505
TOTAL PUBL BLDG ADMIN.	994,442	1,170,151	1,281,892	971,827	1,264,174	-17,719
MUNICIPAL BLDG MAINT.						
51 - PERSONAL SERVICES	754,040	805,714	886,600	637,455	931,005	44,405
52 - EXPENSES	477,201	430,697	362,046	335,532	331,742	-30,304
58 - DEBT AND CAPITAL	150,000	10,959	0	0	150,000	150,000
57 - FRINGE BENEFITS	169,815	163,151	192,443	133,939	191,016	-1,427
TOTAL MUNICIPAL BLDG MAINT.	1,551,055	1,410,521	1,441,089	1,106,925	1,603,763	162,674
CUSTODY OF SURPLUS BLDG						
51 - PERSONAL SERVICES	0	0	5,000	3,051	8,000	3,000
52 - EXPENSES	38,949	53,939	46,320	23,611	46,399	79
TOTAL CUSTODY OF SURPLUS BLDG	38,949	53,939	51,320	26,662	54,399	3,079
SCHOOL BLDG MAINT.						
51 - PERSONAL SERVICES	0	0	0	0	5,000	5,000
52 - EXPENSES	526,160	481,113	581,157	406,560	693,300	112,143
TOTAL SCHOOL BLDG MAINT.	526,160	481,113	581,157	406,560	698,300	117,143
DESIGNER SELECTION						
52 - EXPENSES	0	0	1,500	0	1,500	0
TOTAL DESIGNER SELECTION	0	0	1,500	0	1,500	0

CITY OF NEWTON BUDGET DEPARTMENT LEGAL LEVEL OF CONTROL
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	ACTUAL 2014	ACTUAL 2015	AMENDED 2016	YTD 4/13/2016	RECOMMENDED 2017	CHANGE 2016 to 2017
CITY HALL MAINT/OPERATION						
51 - PERSONAL SERVICES	155,629	162,756	168,191	131,381	192,580	24,389
52 - EXPENSES	253,274	283,379	188,999	129,371	221,380	32,381
58 - DEBT AND CAPITAL	8,393	1,500	1,250	1,250	1,500	250
57 - FRINGE BENEFITS	24,281	24,937	28,312	21,232	29,439	1,127
TOTAL CITY HALL MAINT/OPERATION	441,577	472,573	386,753	283,234	444,899	58,146
LIBRARY BLDG MAINT/OPER.						
51 - PERSONAL SERVICES	265,752	233,098	263,288	191,687	267,651	4,362
52 - EXPENSES	16,701	13,132	16,177	13,396	15,900	-277
58 - DEBT AND CAPITAL	10,257	1,375	700	700	1,500	800
57 - FRINGE BENEFITS	56,535	47,942	63,838	40,344	55,052	-8,786
TOTAL LIBRARY BLDG MAINT/OPER.	349,245	295,547	344,003	246,127	340,102	-3,901
POLICE HQ CUSTODIAL						
51 - PERSONAL SERVICES	71,255	74,624	77,562	59,416	80,419	2,856
52 - EXPENSES	13,791	4,438	7,640	3,419	7,500	-140
57 - FRINGE BENEFITS	15,252	17,148	17,086	13,360	18,207	1,121
TOTAL POLICE HQ CUSTODIAL	100,298	96,209	102,288	76,195	106,125	3,837
PARKS/REC BLDG CUSTODIAL						
51 - PERSONAL SERVICES	19,538	21,398	30,011	22,582	30,911	900
52 - EXPENSES	0	0	5,000	0	5,000	0
57 - FRINGE BENEFITS	204	280	500	380	518	18
TOTAL PARKS/REC BLDG CUSTODIAL	19,742	21,678	35,511	22,963	36,429	918

FUND: 01 - GENERAL FUND
DEPARTMENT: 115 - PUBLIC BLDG DEPARTMENT

CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL

	ACTUAL FY2014	ACTUAL FY2015	AMENDED 2016	YTD 4/13/2016	RECOMMENDED 2017	CHANGE 2016 to 2017	
115 - PUBLIC BLDG DEPARTMENT							
0111501 - PUBL BLDG ADMIN.							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	737,352	842,052	852,523	660,132	855,876	3,353
511101	PART TIME < 20 HRS/WK	0	0	43,331	30,500	52,707	9,376
512001	SEASONAL WAGES	0	45,956	800	0	3,800	3,000
513001	REGULAR OVERTIME	6,924	11,511	10,500	13,933	11,000	500
514001	LONGEVITY	4,267	3,500	3,500	675	4,175	675
515003	SPECIAL LEAVE BUY BAC	6,000	0	0	0	0	0
515005	BONUSES	10,000	600	22,500	22,500	0	-22,500
515006	VACATION BUY BACK	9,834	0	0	0	0	0
515101	CLOTHING ALLOWANCE	450	450	1,550	1,550	1,000	-550
515102	CLEANING ALLOWANCE	1,000	1,000	1,000	1,000	1,000	0
TOTAL PERSONAL SERVICES		775,826	905,069	935,704	730,290	929,558	-6,146
EXPENSES							
52401	OFFICE EQUIPMENT R-M	528	0	0	0	600	600
52403	MOTOR VEHICLE R-M	284	0	253	70	2,500	2,247
52410	SOFTWARE MAINTENANC	9,594	10,448	18,500	18,500	15,000	-3,500
5274	RENTAL - EQUIPMENT	1,946	1,576	1,850	1,802	2,500	650
5301	CONSULTANTS	28,510	33,636	15,000	650	20,000	5,000
530202	ARCHITECTURAL SERVIC	19,539	25,613	20,000	4,077	20,000	0
530208	LSP SERVICES	2,100	6,447	3,000	506	3,000	0
5308	BLUEPRINTING	590	1,741	2,000	480	2,000	0
5314	REGIST/RECORDING FEES	0	0	1,500	0	1,500	0
5319	TRAINING EXPENSES	0	0	1,000	0	1,000	0
53401	TELEPHONE	1,906	2,011	1,875	1,351	1,875	0
53402	CELLULAR TELEPHONES	9,782	13,270	11,500	9,752	12,500	1,000
5341	POSTAGE	519	204	725	510	725	0
5342	PRINTING	582	431	450	319	450	0
5414	PROPANE	0	0	1,500	0	1,500	0
5420	OFFICE SUPPLIES	3,595	1,566	2,000	1,787	2,000	0
5480	GASOLINE	34,397	38,724	34,600	16,081	30,000	-4,600
5482	TIRES & TIRE SUPPLIES	0	0	1,000	0	0	-1,000
5484	VEHICLE REPAIR PARTS	2,948	0	3,750	0	0	-3,750
5581	UNIFORMS/PROTECTIVE	915	0	125	0	0	-125
5585	COMPUTER SUPPLIES	1,172	1,534	1,500	872	1,500	0
5592	BOOKS/MANUALS/PERIODI	0	0	700	0	0	-700
5710	VEHICLE USE REIMBURSE	357	36	250	42	100	-150
5711	IN-STATE CONFERENCES	35	289	1,000	209	175	-825
5730	DUES & SUBSCRIPTIONS	760	0	800	715	800	0
TOTAL EXPENSES		120,061	137,525	124,878	57,724	119,725	-5,153
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	2,487	3,703	4,077	3,135	4,035	-42
57HLTH	HEALTH INSURANCE	82,652	92,621	113,070	89,513	116,764	3,694
57LIFE	BASIC LIFE INSURANCE	236	335	341	255	341	0
57MEDA	MEDICARE PAYROLL TAX	8,419	11,186	11,723	9,188	12,247	525
57OPEB	OPEB CONTRIBUTION	269	5,122	14,675	6,554	15,004	329

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2014	ACTUAL FY2015	AMENDED 2016	YTD 4/13/2016	RECOMMENDED 2017	CHANGE 2016 to 2017
TOTAL FRINGE BENEFITS	94,064	112,967	143,885	108,646	148,391	4,505
DEBT AND CAPITAL						
585011 USED AUTOS/LIGHT TRUC	0	12,005	70,030	69,537	60,000	-10,030
585111 PC HARDWARE-ADMIN	3,900	2,199	7,395	5,631	5,750	-1,645
585121 PC SOFTWARE-ADMIN	592	385	0	0	750	750
TOTAL DEBT AND CAPITAL	4,492	14,590	77,425	75,168	66,500	-10,925
TOTAL PUBL BLDG ADMIN.	994,442	1,170,151	1,281,892	971,827	1,264,174	-17,719

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2014	ACTUAL FY2015	AMENDED 2016	YTD 4/13/2016	RECOMMENDED 2017	CHANGE 2016 to 2017	
0111502 - MUNICIPAL BLDG MAINT.							
PERSONAL SERVICES							
511002	FULL TIME WAGES	663,114	674,585	795,183	536,715	824,975	29,792
513001	REGULAR OVERTIME	74,450	86,120	50,000	64,766	80,000	30,000
513004	WORK BY OTHER DEPTS.	377	2,559	2,000	1,553	2,000	0
514001	LONGEVITY	9,100	12,440	13,481	8,408	10,030	-3,451
514311	SNOW STAND-BY PAY	-51	-11	0	78	0	0
514321	PROMPTNESS PAY STIPE	51	0	0	0	0	0
515003	SPECIAL LEAVE BUY BAC	0	6,000	6,000	6,000	0	-6,000
515005	BONUSES	0	4,500	0	0	0	0
515006	VACATION BUY BACK	0	6,270	5,936	5,936	0	-5,936
515101	CLOTHING ALLOWANCE	7,000	13,250	13,000	13,000	14,000	1,000
515102	CLEANING ALLOWANCE	0	0	1,000	1,000	0	-1,000
	TOTAL PERSONAL SERVICES	754,040	805,714	886,600	637,455	931,005	44,405
EXPENSES							
5210	ELECTRICITY	5,105	6,200	3,878	3,251	6,500	2,622
5211	NATURAL GAS	902	4,577	11,424	3,420	17,000	5,576
5230	WATER & SEWER SERVIC	38	1,130	657	66	657	0
52404	ELECTRICAL EQUIP R-M	13,861	7,352	5,000	3,000	5,000	0
52407	PUBLIC BUILDING R-M	363,915	377,983	267,467	262,264	225,000	-42,467
52413	OTHER REPAIR/MAINT.	2,135	11,470	6,000	5,000	10,000	4,000
5310	BACKFLOW PREV INSPEC	0	890	1,350	0	1,350	0
5319	TRAINING EXPENSES	657	279	750	0	750	0
5412	HEATING OIL	11,735	1,185	11,910	10,979	7,000	-4,910
5430	BUILDING MAINT SUPPLIE	18,770	2,736	11,165	11,600	12,165	1,000
5431	ELECTRICAL SUPPLIES	9,332	3,716	10,500	8,336	11,000	500
5432	SMALL TOOLS	6,028	2,324	1,100	1,051	4,000	2,900
5450	CLEANING/CUSTODIAL SU	467	481	600	439	600	0
5530	CONSTRUCTION SUPPLIE	40,696	7,488	26,500	24,623	26,600	100
5580	PUBLIC SAFETY SUPPLIES	0	0	384	0	500	116
5581	UNIFORMS/PROTECTIVE	3,043	2,835	2,610	1,501	3,120	510
5771	PROFESSIONAL LICENSES	517	50	750	0	500	-250
	TOTAL EXPENSES	477,201	430,697	362,046	335,532	331,742	-30,304
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	3,142	3,066	3,091	2,281	3,108	17
57HLTH	HEALTH INSURANCE	154,220	146,973	172,015	119,778	167,281	-4,734
57LIFE	BASIC LIFE INSURANCE	458	425	397	283	341	-57
57MEDA	MEDICARE PAYROLL TAX	9,634	9,780	10,331	8,408	11,370	1,040
57OPEB	OPEB CONTRIBUTION	2,360	2,906	6,609	3,189	8,916	2,307
	TOTAL FRINGE BENEFITS	169,815	163,151	192,443	133,939	191,016	-1,427
DEBT AND CAPITAL							
5825	BUILDING IMPROVEMENTS	150,000	0	0	0	150,000	150,000
58502	CONSTRUCTION EQUIPME	0	10,959	0	0	0	0
	TOTAL DEBT AND CAPITAL	150,000	10,959	0	0	150,000	150,000
TOTAL MUNICIPAL BLDG MAINT.		1,551,055	1,410,521	1,441,089	1,106,925	1,603,763	162,674

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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		ACTUAL	ACTUAL	AMENDED	YTD	RECOMMENDED	CHANGE
		FY2014	FY2015	2016	4/13/2016	2017	2016 to 2017
0111503 - CUSTODY OF SURPLUS BLDG							
PERSONAL SERVICES							
513001	REGULAR OVERTIME	0	0	5,000	3,051	8,000	3,000
TOTAL PERSONAL SERVICES		0	0	5,000	3,051	8,000	3,000
EXPENSES							
5210	ELECTRICITY	6,438	7,000	8,296	3,293	8,120	-176
5211	NATURAL GAS	14,402	13,831	13,890	8,285	13,500	-390
5230	WATER & SEWER SERVIC	4,857	2,775	5,000	1,262	5,000	0
52407	PUBLIC BUILDING R-M	5,640	25,724	11,451	9,846	10,000	-1,451
5310	BACKFLOW PREV INSPEC	25	1,493	1,350	0	1,350	0
53401	TELEPHONE	37	0	0	0	0	0
5412	HEATING OIL	7,549	3,117	4,080	925	6,000	1,920
5430	BUILDING MAINT SUPPLIE	0	0	2,253	0	2,429	176
TOTAL EXPENSES		38,949	53,939	46,320	23,611	46,399	79
TOTAL CUSTODY OF SURPLUS BLDG		38,949	53,939	51,320	26,662	54,399	3,079
0111504 - SCHOOL BLDG MAINT.							
PERSONAL SERVICES							
513001	REGULAR OVERTIME	0	0	0	0	5,000	5,000
TOTAL PERSONAL SERVICES		0	0	0	0	5,000	5,000
EXPENSES							
5210	ELECTRICITY	0	0	17,292	14,023	30,000	12,708
5211	NATURAL GAS	0	0	1,280	839	3,000	1,720
5230	WATER & SEWER SERVIC	513,196	441,532	528,718	378,340	625,000	96,282
52409	PUBLIC PROPERTY R-M	0	1,347	0	0	0	0
530208	LSP SERVICES	3,333	28,684	23,567	8,193	25,000	1,433
5310	BACKFLOW PREV INSPEC	9,631	9,550	9,500	4,565	9,500	0
5450	CLEANING/CUSTODIAL SU	0	0	800	599	800	0
TOTAL EXPENSES		526,160	481,113	581,157	406,560	693,300	112,143
TOTAL SCHOOL BLDG MAINT.		526,160	481,113	581,157	406,560	698,300	117,143
0111505 - DESIGNER SELECTION							
EXPENSES							
5342	PRINTING	0	0	75	0	75	0
5343	ADVERTISING/PUBLICATIO	0	0	1,425	0	1,425	0
TOTAL EXPENSES		0	0	1,500	0	1,500	0
TOTAL DESIGNER SELECTION		0	0	1,500	0	1,500	0

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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		ACTUAL	ACTUAL	AMENDED	YTD	RECOMMENDED	CHANGE
		FY2014	FY2015	2016	4/13/2016	2017	2016 to 2017
0111506 - CITY HALL MAINT/OPERATION							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	134,862	138,821	145,496	109,947	149,298	3,802
513001	REGULAR OVERTIME	15,530	17,227	17,500	16,836	37,500	20,000
514004	SHIFT DIFFERENTIAL	3,736	4,308	4,196	3,599	4,282	87
515005	BONUSES	0	900	0	0	0	0
515101	CLOTHING ALLOWANCE	1,500	1,500	1,000	1,000	1,500	500
TOTAL PERSONAL SERVICES		155,629	162,756	168,191	131,381	192,580	24,389
EXPENSES							
5210	ELECTRICITY	72,274	38,293	7,471	2,226	40,000	32,529
5211	NATURAL GAS	90,512	89,791	90,000	56,019	90,000	0
5230	WATER & SEWER SERVIC	8,117	9,507	9,212	4,494	9,000	-212
52404	ELECTRICAL EQUIP R-M	99	0	2,500	238	2,500	0
52407	PUBLIC BUILDING R-M	60,524	125,375	56,737	56,700	55,000	-1,737
52408	DEPARTMENTAL EQUIP R-	2,269	0	2,990	0	3,000	10
52409	PUBLIC PROPERTY R-M	4,337	1,787	3,750	653	3,750	0
52413	OTHER REPAIR/MAINT.	0	3,800	1,000	0	3,000	2,000
5310	BACKFLOW PREV INSPEC	180	180	180	180	180	0
5450	CLEANING/CUSTODIAL SU	13,616	14,123	14,500	8,505	14,500	0
5581	UNIFORMS/PROTECTIVE	1,346	524	659	355	450	-209
TOTAL EXPENSES		253,274	283,379	188,999	129,371	221,380	32,381
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	639	671	698	550	725	27
57HLTH	HEALTH INSURANCE	21,378	21,912	23,773	18,744	24,961	1,188
57LIFE	BASIC LIFE INSURANCE	109	113	114	85	114	0
57MEDA	MEDICARE PAYROLL TAX	2,155	2,240	2,372	1,853	2,249	-124
57OPEB	OPEB CONTRIBUTION	0	0	1,356	0	1,391	35
TOTAL FRINGE BENEFITS		24,281	24,937	28,312	21,232	29,439	1,127
DEBT AND CAPITAL							
585171	HOUSEKEEPING EQUIPME	8,393	1,500	1,250	1,250	1,500	250
TOTAL DEBT AND CAPITAL		8,393	1,500	1,250	1,250	1,500	250
TOTAL CITY HALL MAINT/OPERATION		441,577	472,573	386,753	283,234	444,899	58,146

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2014	ACTUAL FY2015	AMENDED 2016	YTD 4/13/2016	RECOMMENDED 2017	CHANGE 2016 to 2017
0111507 - LIBRARY BLDG MAINT/OPER.						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	202,897	161,021	195,922	146,901	200,415	4,493
511101 PART TIME < 20 HRS/WK	15,480	15,810	19,448	9,820	19,374	-74
513001 REGULAR OVERTIME	29,125	29,187	30,000	19,709	31,200	1,200
514001 LONGEVITY	5,475	7,644	5,000	5,000	5,000	0
514004 SHIFT DIFFERENTIAL	7,763	4,813	7,405	5,415	6,649	-756
514399 ADMIN SUPPORT STIPEND	3,011	3,011	3,012	2,342	3,012	0
515003 SPECIAL LEAVE BUY BAC	0	1,158	0	0	0	0
515005 BONUSES	0	1,200	0	0	0	0
515006 VACATION BUY BACK	0	6,752	0	0	0	0
515101 CLOTHING ALLOWANCE	2,000	2,500	2,500	2,500	2,000	-500
TOTAL PERSONAL SERVICES	265,752	233,098	263,288	191,687	267,651	4,362
EXPENSES						
52408 DEPARTMENTAL EQUIP R-	355	787	1,000	422	1,000	0
5431 ELECTRICAL SUPPLIES	3,535	1,361	3,072	3,072	3,000	-72
5450 CLEANING/CUSTODIAL SU	12,066	10,244	11,203	9,467	11,275	72
5581 UNIFORMS/PROTECTIVE	745	740	902	435	625	-277
TOTAL EXPENSES	16,701	13,132	16,177	13,396	15,900	-277
FRINGE BENEFITS						
57DENTAL DENTAL INSURANCE	639	589	897	677	933	36
57HLTH HEALTH INSURANCE	53,215	44,174	56,993	35,254	48,127	-8,866
57LIFE BASIC LIFE INSURANCE	170	146	143	113	170	28
57MEDA MEDICARE PAYROLL TAX	2,511	2,329	3,153	2,491	3,121	-33
57OPEB OPEB CONTRIBUTION	0	704	2,652	1,808	2,701	49
TOTAL FRINGE BENEFITS	56,535	47,942	63,838	40,344	55,052	-8,786
DEBT AND CAPITAL						
585171 HOUSEKEEPING EQUIPME	10,257	1,375	700	700	1,500	800
TOTAL DEBT AND CAPITAL	10,257	1,375	700	700	1,500	800
TOTAL LIBRARY BLDG MAINT/OPER.	349,245	295,547	344,003	246,127	340,102	-3,901

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2014	ACTUAL FY2015	AMENDED 2016	YTD 4/13/2016	RECOMMENDED 2017	CHANGE 2016 to 2017
0111508 - POLICE HQ CUSTODIAL						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	48,518	50,344	52,062	40,338	53,419	1,356
513001 REGULAR OVERTIME	20,887	20,980	22,500	16,078	24,000	1,500
514001 LONGEVITY	1,350	2,500	2,500	2,500	2,500	0
515005 BONUSES	0	300	0	0	0	0
515101 CLOTHING ALLOWANCE	500	500	500	500	500	0
TOTAL PERSONAL SERVICES	71,255	74,624	77,562	59,416	80,419	2,856
EXPENSES						
52407 PUBLIC BUILDING R-M	5,836	0	0	0	0	0
5450 CLEANING/CUSTODIAL SU	7,955	4,258	7,360	3,279	7,360	0
5581 UNIFORMS/PROTECTIVE	0	180	280	140	140	-140
TOTAL EXPENSES	13,791	4,438	7,640	3,419	7,500	-140
FRINGE BENEFITS						
57DENTAL DENTAL INSURANCE	420	486	498	392	517	19
57HLTH HEALTH INSURANCE	14,679	16,498	16,300	12,852	17,115	815
57LIFE BASIC LIFE INSURANCE	52	57	57	42	57	0
57MEDA MEDICARE PAYROLL TAX	101	107	231	74	518	287
TOTAL FRINGE BENEFITS	15,252	17,148	17,086	13,360	18,207	1,121
TOTAL POLICE HQ CUSTODIAL	100,298	96,209	102,288	76,195	106,125	3,837
0111509 - PARKS/REC BLDG CUSTODIAL						
PERSONAL SERVICES						
513001 REGULAR OVERTIME	19,538	21,398	30,011	22,582	30,911	900
TOTAL PERSONAL SERVICES	19,538	21,398	30,011	22,582	30,911	900
EXPENSES						
5450 CLEANING/CUSTODIAL SU	0	0	5,000	0	5,000	0
TOTAL EXPENSES	0	0	5,000	0	5,000	0
FRINGE BENEFITS						
57MEDA MEDICARE PAYROLL TAX	204	280	500	380	518	18
TOTAL FRINGE BENEFITS	204	280	500	380	518	18
TOTAL PARKS/REC BLDG CUSTODIAL	19,742	21,678	35,511	22,963	36,429	918
TOTAL PUBLIC BLDG DEPARTMENT	4,021,470	4,001,730	4,225,514	3,140,494	4,549,691	324,178

FUND: 01 - GENERAL FUND
DEPARTMENT: 115 - PUBLIC BLDG DEPARTMENT

CITY OF NEWTON BUDGET
PERSONAL SERVICES SUMMARY

ACCOUNT	POSITION TITLE	2016			2017		
		RANGE	FTE	SALARY	RANGE	FTE	SALARY
511001	ADMINISTRATIVE ASSISTAN	S06	1.0	57,374	S06	1.00	58,870
	BUILDING CUSTODIAN	S01	5.0	220,378	S01	5.00	226,092
	BUILDING MAINTANCE SUPR	C11	1.0	88,517	C11	1.00	90,809
	BUSINESS MANAGER	H09	1.0	77,030	H09	1.00	79,035
	COMMISSIONER OF PUBLIC	H14	1.0	121,353	H14	1.00	124,525
	DEPUTY COMM. OF PUBLIC	H13	1.0	103,347	H13	1.00	106,044
	POLICE BUILDING CUSTODI	S01	1.0	52,062	S01	1.00	53,419
	PRINCIPAL BOOKKEEPER	S06	1.0	56,959	S06	1.00	58,436
	PROJECT MANAGER	H09	4.0	329,577	H09	4.00	338,158
	SR BUILDING CUSTODIAN	S05	1.0	58,222	S05	1.00	59,730
	SUPERVISOR-CUSTODIANS	S07	1.0	62,267	S07	1.00	63,891
	Account Totals:		18.0	1,227,086		18.00	1,259,008
511002	CARPENTER	R09	1.0	57,861	R09	1.00	62,019
	CARPENTER - 2	R09	1.0	62,218	R09	1.00	63,840
	ELECTRICIAN	R09	4.0	224,511	R09	4.00	233,345
	OIL BURNER TECHNICIAN		3.0	171,965	R09	3.00	179,872
	PAINTER	R09	1.0	62,014	R08	1.00	63,841
	PLUMBER		3.0	154,023	R09	3.00	161,800
	STOREKEEPER	R07	1.0	58,726	R07	1.00	60,257
	Account Totals:		14.0	791,317		14.00	824,975
511101	CUSTODIAN PT	QQQ	0.5	19,300	QQQ	0.50	19,374
	PART TIME		0.5	51,124	QQQ	0.50	52,707
	Account Totals:		1.0	70,424		1.00	72,081
	Report Totals:		33.0	2,088,827		33.00	2,156,063