

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 2015 Major Accomplishments

Project Management – All capital projects scheduled to be completed in FY15 were completed on time and on budget. Angier, Cabot, Zervas, Fire Station #10, and the Fire Station #3 and Headquarters Projects are all on time and on budget.

Capital Planning – Continued updating and refinement of the CIP, and routine updates on capital projects have been very effective in maintaining transparency, solid lines of communication.

Operations & Maintenance – Expanded preventive maintenance programs to include additional backup generators, security systems, fuel storage tanks and associated monitoring systems.

Energy Efficiency & Sustainability – Completed the energy retrofit of 16 buildings reducing energy consumption by 6% compared to FY14. Also completed RFP for solar photovoltaic installations at various locations throughout the city.

Training and Staff Development - Completed the training of all new staff on procurement, legal, ordinance, and legislative processes. We now have all staff well versed in these areas.

Fiscal Year 2016 Desired Outcomes

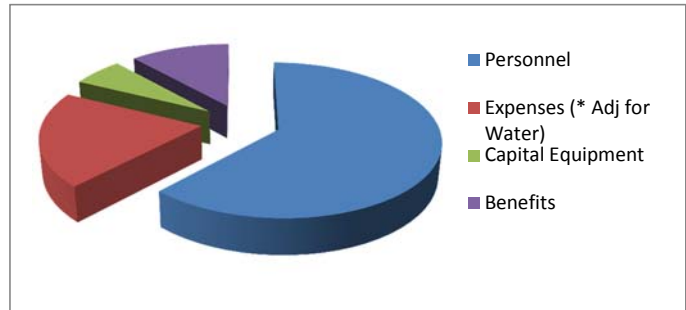
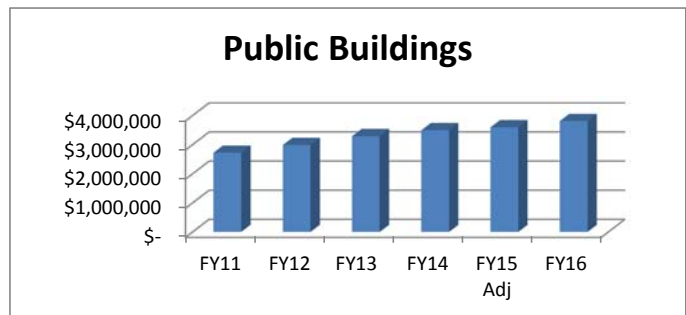
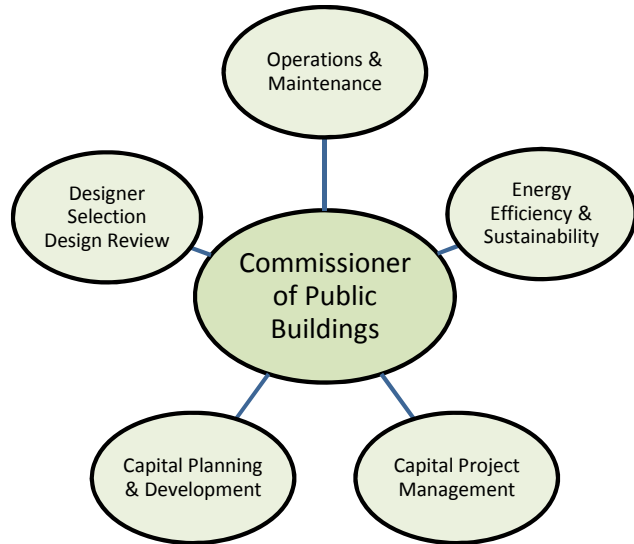
Project Management - Achieve 100% on time and on budget for all capital projects, such as, Angier, Cabot, Zervas, Fire Station #10, and the Fire Station #3 and Fire Headquarters Projects.

Capital Planning - Continue to update and refine the CIP, and utilize long range strategic planning with various departments and stakeholders to ensure sustainable plans for all buildings.

Operations and Maintenance: Expand preventive maintenance programs to reduce reactive requests.

Energy Efficiency & Sustainability - Complete energy retrofits of at least 14 buildings and reduce overall building energy consumption by 4% compared to FY15. Complete the installation of 750KW of solar panels at various locations around the city.

Day to Day Customer Experience - Improve cleanliness and functionality to improve experience for visitors and staff.



Department Detail

	Actual				<-Adj Budget->	<-Proposed->
	FY2011	FY2012	FY2013	FY2014		
Expenditure by Core Function						
Personnel	\$ 1,657,352	\$ 1,777,587	\$ 1,868,498	\$ 2,042,040	\$ 2,325,872	\$ 2,366,357
Expenses (* Adj for Water)	\$ 721,264	\$ 817,417	\$ 911,740	\$ 919,930	\$ 765,805	\$ 769,848
Capital Equipment	\$ 858	\$ 4,642	\$ 162,989	\$ 173,142	\$ 77,375	\$ 229,375
Benefits	\$ 340,500	\$ 382,796	\$ 347,259	\$ 360,150	\$ 429,077	\$ 446,065
Total	\$ 2,719,974	\$ 2,982,442	\$ 3,290,486	\$ 3,495,262	\$ 3,598,129	\$ 3,811,645
% Incr		9.65%	10.33%	6.22%	2.94%	5.93%
Personnel						
Full-Time	30	30	32	34	34	33
Part-Time	0	2	1	1	1	2
Total	30	32	33	35	35	35

FY2015 Accomplishments - Public Buildings Department

Outcome #1: Efficient Project Management	Target	Result
Strategy #1: Station 10 and Wires Division		
Complete temporary fire station for Fire Station #10	Jun 2014	Completed on schedule
Start demolition of Fire Station #10	Jul 2014	Completed on schedule
Complete construction of new Fire Station #10 and Wires Building	Jul 2015	On Schedule
Strategy #2: Carr as Swing Space and Angier Elementary School		
Complete the Carr School Renovation	Aug 2014	Completed on schedule
Move Angier School to Carr School	Jul 2014	Completed on schedule
Start demolition of the Angier School	Jul 2014	Completed on schedule
Start construction of the new Angier School	Oct 2014	Completed on schedule
Strategy #3: Zervas Elementary School		
Complete the feasibility study for the Zervas School Project	Jun 2014	Completed on schedule
Complete the design of the new Zervas School	Jul 2015	Sept 2015
Strategy #4: Cabot Elementary School		
Complete the Cabot School Feasibility Study	Mar 2015	Jun 2015
Strategy #5: Station 3 and Headquarters		
Complete Fire Station #3/HQ feasibility study through schematic design	Oct 2014	Completed on schedule
Outcome #2: Citywide Capital Improvement Plan	Target	Result
Strategy #1: Long Range Strategic Planning		
Department submissions due	Jul 2014	Completed on schedule
C.I.P. Steering Committee Evaluations	Sep 2014	Completed on schedule
Review all buildings current and future use and develop sustainable model for addressing	Jan 2015	Completed on schedule
Strategy #2: Website Improvements		
Project pages available and up to date	Aug 2014	Completed on schedule
Number of quarterly updates posted on time	4	4
Strategy #3: Individual Project Data for FY15 Projects		
Develop project descriptions, location map, budget, schedule	Oct 2014	Completed on schedule
Provide annual update	Dec 2014	Completed on schedule
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%	100%
Percentage of outstanding code-related work orders in municipal buildings completed/scheduled	100%	100%
Strategy #2: Improve Average Workorder Turn-Around Time		
% of emergencies responded to within one hour - Currently 100%	100%	100%
% of routine workorders completed within 5 working days: School Bldgs - Currently 72%	75%	73%
% of routine workorders completed within 5 working days: Municipal Bldgs - Currently 70%	75%	72%
Strategy #3: Implement a preventive maintenance plan		
Percentage of scheduled preventive maintenance tasks completed - Currently 100%	100%	100%
Percentage of work-orders that are preventive maintenance - Currently 40%	50%	43%
Outcome #4: Achieve 25% Improved Energy Efficiency from 2008 Baseline	Target	Result
Strategy #1: Implement solar panels and power purchase agreement		
Identify additional installation locations - to be determined	Jul 2014	Completed on schedule
Number of planned solar panel projects implemented	5	0
Coordinate implementation	Sep 2014	N/A
Strategy #2: Complete energy retrofits on >30 bldgs w/Preferred Vendor Program		
Complete modeling and receive proposals	Jul 2014	Completed on schedule
Complete energy retrofits	Jul 2015	Jul 2015
Outcome #5: Training and Staff Development	Target	Result
Strategy #1: Utilize other city depts to help train new and existing employees		
Complete procurement training	Sep 2014	Completed on schedule
Complete legal construction contract process training	Oct 2014	Completed on schedule
Complete financial training with FIS, IT, and Comptroller	Nov 2014	Completed on schedule
Strategy #2: Implement a craftsmen training program		
Conduct monthly training sessions to improve on all areas of building maintenance	Jul 2014	Completed on schedule
Strategy #3: Cross train existing and new employees		
Identify critical needs where redundancy is needed	Jul 2014	Completed on schedule
Have staff conduct monthly training in their area of expertise related to critical needs	Sep 2014	Completed on schedule

FY2016 Desired Outcomes - Public Buildings Department

Outcome #1: Effective Project Management

Target

Strategy #1: Fire Station #10

Complete the Fire Station #10 Project July 2015

Strategy #2: Fire Station #3 and Headquarters Project

Complete Design of Fire Station #3 and Headquarters Project Fall 2015

Start Demo, Construction, and Renovation of Fire Station #3 and Headquarters Winter 2016

Project Complete and Firefighters move back in Fall 2018

Strategy #3: Angier School Project

Certificate of Occupancy Dec 2015

Project Complete and Students move in Jan 2016

Strategy #4: Zervas School Project

Complete Design of the Zervas School Project Fall 2015

Start Demo and Construction of the Zervas School Jan 2016

Project Complete and Students move in Sep 2017

Strategy #5: Cabot School Project

Site Plan Approval for the Cabot School Winter 2016

Complete the Design of the Cabot School Winter 2017

Project Complete and Students move in Winter 2019

Outcome #2: Citywide Capital Improvement Plan

Target

Strategy #1: Updated Capital Improvement Plan

Department submissions due Jul 2015

C.I.P. Steering Committee Evaluations Sep 2015

Strategy #2: Website Improvements

Project pages available and up to date Aug 2015

Number of quarterly updates posted on time 4

Strategy #3: Individual Project Data for FY16 Projects

Develop project descriptions, location map, budget, schedule Oct 2015

Provide annual update Dec 2015

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 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

Number of planned solar panel projects implemented (City Hall, Library, Angier, Zervas, Cabot, Newton South High School and Rumford Avenue Recycling Depot) 7

Renewable power generated by new solar panels 750KW

Coordinate implementation Sep 2015

Strategy #2: Complete energy retrofits on 14 bldgs w/Preferred Vendor Program

Complete energy retrofits on 30 buildings July 2016

Outcome #5: Improve Day to Day Customer Experience

Target

Strategy #1: Obtain Qualitative Survey Data

Complete customer satisfaction survey in areas like building cleanliness Jul 2015

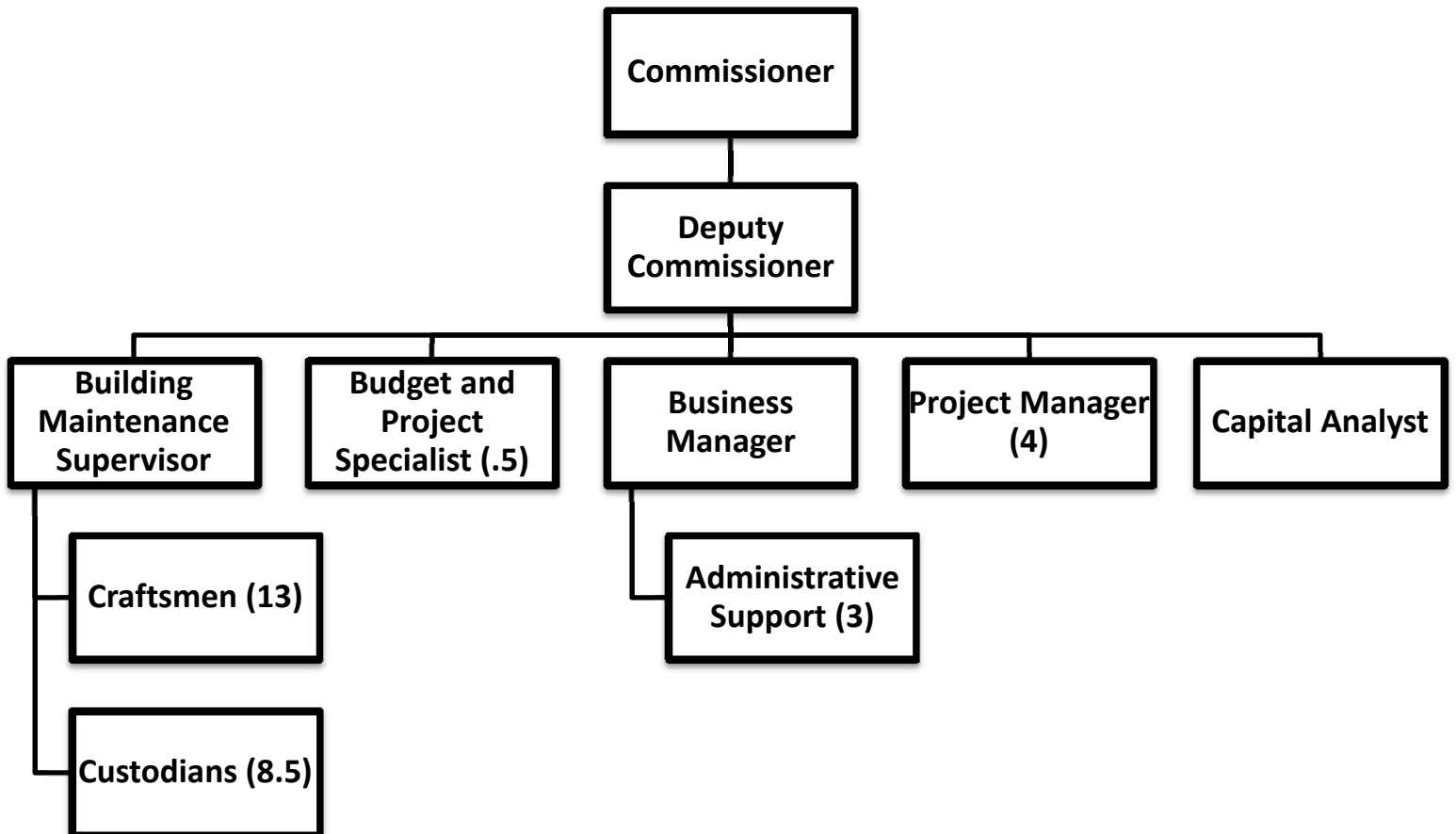
Strategy #2: Determine Corrective Actions and Resources Needed and Establish New Goals

Apply new strategy and resources as appropriate to meet the desired goals Aug 2015

Strategy #3: Obtain Updated Qualitative Survey Data to Ensure Desired Goals are Reached

Complete a followup customer satisfaction survey in areas like building cleanliness Oct 2015

PUBLIC BUILDINGS



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

CITY OF NEWTON BUDGET
DEPARTMENT LEGAL LEVEL OF CONTROL

	ACTUAL 2013	ACTUAL 2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016
PUBLIC BLDG DEPARTMENT SUMMARY						
51 - PERSONAL SERVICES	1,868,498	2,042,040	2,325,872	1,737,572	2,366,357	40,485
52 - EXPENSES	1,299,369	1,446,138	1,225,307	966,936	1,334,505	109,198
58 - DEBT AND CAPITAL	162,989	173,142	77,375	23,319	229,375	152,000
57 - FRINGE BENEFITS	347,259	360,150	429,077	289,582	446,065	16,988
TOTAL DEPARTMENT	3,678,115	4,021,470	4,057,631	3,017,409	4,376,302	318,671
PUBL BLDG ADMIN.						
51 - PERSONAL SERVICES	693,951	775,826	963,605	707,179	941,640	-21,965
52 - EXPENSES	111,030	120,061	129,766	98,992	129,878	112
58 - DEBT AND CAPITAL	12,989	4,492	63,541	12,005	76,500	12,959
57 - FRINGE BENEFITS	97,184	94,064	154,119	85,901	132,207	-21,912
TOTAL PUBL BLDG ADMIN.	915,155	994,442	1,311,031	904,077	1,280,225	-30,805
MUNICIPAL BLDG MAINT.						
51 - PERSONAL SERVICES	760,425	754,040	828,631	637,634	880,664	52,033
52 - EXPENSES	414,611	477,201	299,058	274,313	333,727	34,669
58 - DEBT AND CAPITAL	150,000	150,000	10,959	10,959	150,000	139,041
57 - FRINGE BENEFITS	169,126	169,815	173,143	131,203	204,123	30,981
TOTAL MUNICIPAL BLDG MAINT.	1,494,162	1,551,055	1,311,791	1,054,109	1,568,514	256,724
CUSTODY OF SURPLUS BLDG						
51 - PERSONAL SERVICES	11,191	0	0	0	5,000	5,000
52 - EXPENSES	107,106	38,949	51,976	37,605	46,320	-5,656
57 - FRINGE BENEFITS	159	0	0	0	0	0
TOTAL CUSTODY OF SURPLUS BLDG	118,455	38,949	51,976	37,605	51,320	-656
SCHOOL BLDG MAINT.						
52 - EXPENSES	437,324	526,160	479,110	349,696	584,500	105,390
TOTAL SCHOOL BLDG MAINT.	437,324	526,160	479,110	349,696	584,500	105,390
DESIGNER SELECTION						
52 - EXPENSES	0	0	649	0	1,500	851
TOTAL DESIGNER SELECTION	0	0	649	0	1,500	851

CITY OF NEWTON BUDGET DEPARTMENT LEGAL LEVEL OF CONTROL
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	ACTUAL 2013	ACTUAL 2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016
CITY HALL MAINT/OPERATION						
51 - PERSONAL SERVICES	141,219	155,629	162,424	126,399	168,691	6,268
52 - EXPENSES	216,919	253,274	240,454	192,465	209,380	-31,074
58 - DEBT AND CAPITAL	0	8,393	1,500	355	1,500	0
57 - FRINGE BENEFITS	29,413	24,281	26,108	19,642	28,130	2,022
TOTAL CITY HALL MAINT/OPERATION	387,552	441,577	430,486	338,860	407,702	-22,784
LIBRARY BLDG MAINT/OPER.						
51 - PERSONAL SERVICES	228,079	265,752	275,069	193,115	262,788	-12,280
52 - EXPENSES	12,379	16,701	16,700	11,025	16,700	0
58 - DEBT AND CAPITAL	0	10,257	1,375	0	1,375	0
57 - FRINGE BENEFITS	51,149	56,535	58,535	39,073	63,750	5,215
TOTAL LIBRARY BLDG MAINT/OPER.	291,607	349,245	351,678	243,213	344,613	-7,066
POLICE HQ CUSTODIAL						
51 - PERSONAL SERVICES	20,777	71,255	76,144	58,631	77,562	1,419
52 - EXPENSES	0	13,791	7,595	2,840	7,500	-95
57 - FRINGE BENEFITS	56	15,252	16,921	13,565	17,354	432
TOTAL POLICE HQ CUSTODIAL	20,834	100,298	100,660	75,035	102,416	1,756
PARKS/REC BLDG CUSTODIAL						
51 - PERSONAL SERVICES	12,856	19,538	20,000	14,615	30,011	10,011
52 - EXPENSES	0	0	0	0	5,000	5,000
57 - FRINGE BENEFITS	172	204	250	199	500	250
TOTAL PARKS/REC BLDG CUSTODIA	13,028	19,742	20,250	14,815	35,511	15,261

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

CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL

	ACTUAL FY2013	ACTUAL FY2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016	
115 - PUBLIC BLDG DEPARTMENT							
0111501 - PUBL BLDG ADMIN.							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	671,605	737,352	891,999	653,389	879,059	-12,939
511101	PART TIME < 20 HRS/WK	0	0	0	0	43,331	43,331
512001	SEASONAL WAGES	8,150	0	45,556	38,716	3,800	-41,756
513001	REGULAR OVERTIME	2,285	6,924	10,500	10,524	10,500	0
514001	LONGEVITY	3,550	4,267	3,500	2,500	3,500	0
515003	SPECIAL LEAVE BUY BAC	0	6,000	0	0	0	0
515005	BONUSES	0	10,000	600	600	0	-600
515006	VACATION BUY BACK	6,912	9,834	0	0	0	0
515101	CLOTHING ALLOWANCE	450	450	450	450	450	0
515102	CLEANING ALLOWANCE	1,000	1,000	1,000	1,000	1,000	0
5197	CURRENT YEAR WAGE RE	0	0	10,000	0	0	-10,000
TOTAL PERSONAL SERVICES		693,951	775,826	963,605	707,179	941,640	-21,965
EXPENSES							
52401	OFFICE EQUIPMENT R-M	0	528	603	0	603	0
52403	MOTOR VEHICLE R-M	0	284	350	0	2,500	2,150
52408	DEPARTMENTAL EQUIP R-	337	0	0	0	0	0
52410	SOFTWARE MAINTENANC	10,150	9,594	10,155	8,980	15,000	4,845
5274	RENTAL - EQUIPMENT	1,827	1,946	1,828	1,828	2,500	672
5301	CONSULTANTS	30,618	28,510	31,181	19,631	20,000	-11,181
530202	ARCHITECTURAL SERVIC	16,960	19,539	23,638	23,638	20,000	-3,638
530208	LSP SERVICES	0	2,100	3,467	3,433	3,000	-467
5304	DOCUMENT PRESERVATI	1,748	0	0	0	0	0
5308	BLUEPRINTING	4,153	590	797	748	2,000	1,203
5314	REGIST/RECORDING FEES	75	0	27	0	1,500	1,473
5319	TRAINING EXPENSES	50	0	206	0	1,000	794
53401	TELEPHONE	1,830	1,906	1,875	1,338	1,875	0
53402	CELLULAR TELEPHONES	9,614	9,782	10,800	8,290	11,500	700
5341	POSTAGE	372	519	425	183	425	0
5342	PRINTING	453	582	450	368	450	0
5414	PROPANE	0	0	0	0	1,500	1,500
5420	OFFICE SUPPLIES	1,914	3,595	2,000	1,055	2,000	0
5480	GASOLINE	28,251	34,397	35,000	28,057	34,600	-400
5482	TIRES & TIRE SUPPLIES	0	0	1,000	0	1,000	0
5484	VEHICLE REPAIR PARTS	483	2,948	1,339	0	3,750	2,411
5581	UNIFORMS/CLOTHING	0	915	125	0	125	0
5585	COMPUTER SUPPLIES	472	1,172	1,500	1,188	1,500	0
5592	BOOKS/MANUALS/PERIOD	32	0	1,000	0	1,000	0
5710	VEHICLE USE REIMBURSE	20	357	200	36	250	50
5711	IN-STATE CONFERENCES	675	35	1,000	219	1,000	0
5730	DUES & SUBSCRIPTIONS	996	760	800	0	800	0
TOTAL EXPENSES		111,030	120,061	129,766	98,992	129,878	112
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	2,542	2,487	3,855	2,891	4,079	224
57HLTH	HEALTH INSURANCE	86,968	82,652	129,914	70,579	101,170	-28,744

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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		ACTUAL FY2013	ACTUAL FY2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016
57LIFE	BASIC LIFE INSURANCE	283	236	361	250	341	-20
57MEDA	MEDICARE PAYROLL TAX	7,391	8,419	11,702	8,782	11,943	241
57OPEB	OPEB CONTRIBUTION	0	269	8,288	3,398	14,675	6,387
TOTAL FRINGE BENEFITS		97,184	94,064	154,119	85,901	132,207	-21,912
DEBT AND CAPITAL							
5850	EQUIPMENT & MACHINER	7,316	0	0	0	0	0
585011	USED AUTOS/LIGHT TRUC	0	0	59,041	12,005	72,000	12,959
585111	PC HARDWARE-ADMIN	4,967	3,900	3,750	0	3,750	0
585121	PC SOFTWARE-ADMIN	706	592	750	0	750	0
TOTAL DEBT AND CAPITAL		12,989	4,492	63,541	12,005	76,500	12,959
TOTAL PUBL BLDG ADMIN.		915,155	994,442	1,311,031	904,077	1,280,225	-30,805

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2013	ACTUAL FY2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016	
0111502 - MUNICIPAL BLDG MAINT.							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	47,154	0	0	0	0	
511002	FULL TIME WAGES	622,734	663,114	712,550	525,434	801,183	88,633
513001	REGULAR OVERTIME	60,120	74,450	72,750	75,543	50,000	-22,750
513004	WORK BY OTHER DEPTS.	5,815	377	2,000	1,956	2,000	0
514001	LONGEVITY	11,102	9,100	14,312	7,692	13,481	-830
514311	SNOW STAND-BY PAY	0	-51	0	-11	0	0
514321	PROMPTNESS PAY STIPE	0	51	0	0	0	0
515003	SPECIAL LEAVE BUY BAC	6,000	0	6,000	6,000	0	-6,000
515005	BONUSES	0	0	4,500	4,500	0	-4,500
515006	VACATION BUY BACK	0	0	6,270	6,270	0	-6,270
515101	CLOTHING ALLOWANCE	7,500	7,000	10,250	10,250	14,000	3,750
	TOTAL PERSONAL SERVICES	760,425	754,040	828,631	637,634	880,664	52,033
EXPENSES							
5210	ELECTRICITY	4,905	5,105	6,500	2,938	6,500	0
5211	NATURAL GAS	1,876	902	4,750	275	12,000	7,250
5230	WATER & SEWER SERVIC	38	38	657	112	657	0
52404	ELECTRICAL EQUIP R-M	5,314	13,861	8,239	8,239	10,000	1,761
52407	PUBLIC BUILDING R-M	319,567	363,915	222,655	214,852	225,000	2,345
52413	OTHER REPAIR/MAINT.	11,545	2,135	10,005	10,005	10,000	-5
5310	BACKFLOW PREV INSPEC	90	0	1,350	0	1,350	0
5314	REGIST/RECORDING FEES	210	0	0	0	0	0
5319	TRAINING EXPENSES	685	657	750	279	750	0
5412	HEATING OIL	7,018	11,735	1,185	420	0	-1,185
5430	BUILDING MAINT SUPPLIE	9,210	18,770	5,840	5,832	15,000	9,160
5431	ELECTRICAL SUPPLIES	8,574	9,332	10,200	9,204	15,000	4,800
5432	SMALL TOOLS	8,615	6,028	3,000	1,479	5,000	2,000
5450	CLEANING/CUSTODIAL SU	5,500	467	600	269	600	0
5530	CONSTRUCTION SUPPLIE	28,894	40,696	19,052	18,754	27,500	8,448
5580	PUBLIC SAFETY SUPPLIES	0	0	500	0	500	0
5581	UNIFORMS/CLOTHING	2,414	3,043	3,025	1,605	3,120	95
5771	PROFESSIONAL LICENSE	156	517	750	50	750	0
	TOTAL EXPENSES	414,611	477,201	299,058	274,313	333,727	34,669
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	3,467	3,142	3,156	2,519	3,091	-65
57HLTH	HEALTH INSURANCE	153,528	154,220	156,821	118,468	183,915	27,094
57LIFE	BASIC LIFE INSURANCE	510	458	434	326	397	-37
57MEDA	MEDICARE PAYROLL TAX	9,629	9,634	9,828	7,628	10,111	282
57OPEB	OPEB CONTRIBUTION	1,992	2,360	2,903	2,262	6,609	3,706
	TOTAL FRINGE BENEFITS	169,126	169,815	173,143	131,203	204,123	30,981
DEBT AND CAPITAL							
5825	BUILDING IMPROVEMENT	150,000	150,000	0	0	150,000	150,000
58502	CONSTRUCTION EQUIPME	0	0	10,959	10,959	0	-10,959
	TOTAL DEBT AND CAPITAL	150,000	150,000	10,959	10,959	150,000	139,041

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2013	ACTUAL FY2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016
TOTAL MUNICIPAL BLDG MAINT.	1,494,162	1,551,055	1,311,791	1,054,109	1,568,514	256,724
0111503 - CUSTODY OF SURPLUS BLDG						
PERSONAL SERVICES						
513001 REGULAR OVERTIME	11,191	0	0	0	5,000	5,000
TOTAL PERSONAL SERVICES	11,191	0	0	0	5,000	5,000
EXPENSES						
5210 ELECTRICITY	21,848	6,438	7,000	3,711	8,120	1,120
5211 NATURAL GAS	49,702	14,402	9,751	8,795	14,000	4,249
5230 WATER & SEWER SERVIC	5,709	4,857	2,775	282	5,000	2,225
52407 PUBLIC BUILDING R-M	21,351	5,640	25,510	23,725	7,500	-18,010
5310 BACKFLOW PREV INSPEC	180	25	1,350	42	1,350	0
53401 TELEPHONE	159	37	350	0	350	0
5412 HEATING OIL	6,128	7,549	5,240	1,050	7,500	2,260
5430 BUILDING MAINT SUPPLIE	0	0	0	0	2,500	2,500
5450 CLEANING/CUSTODIAL SU	2,030	0	0	0	0	0
TOTAL EXPENSES	107,106	38,949	51,976	37,605	46,320	-5,656
FRINGE BENEFITS						
57MEDA MEDICARE PAYROLL TAX	159	0	0	0	0	0
TOTAL FRINGE BENEFITS	159	0	0	0	0	0
TOTAL CUSTODY OF SURPLUS BLDG	118,455	38,949	51,976	37,605	51,320	-656
0111504 - SCHOOL BLDG MAINT.						
EXPENSES						
5230 WATER & SEWER SERVIC	374,769	513,196	447,070	323,860	550,000	102,930
52409 PUBLIC PROPERTY R-M	0	0	1,347	1,347	0	-1,347
530208 LSP SERVICES	55,510	3,333	21,193	20,184	25,000	3,807
5310 BACKFLOW PREV INSPEC	7,045	9,631	9,500	4,305	9,500	0
TOTAL EXPENSES	437,324	526,160	479,110	349,696	584,500	105,390
TOTAL SCHOOL BLDG MAINT.	437,324	526,160	479,110	349,696	584,500	105,390
0111505 - DESIGNER SELECTION						
EXPENSES						
5342 PRINTING	0	0	75	0	75	0
5343 ADVERTISING/PUBLICATIO	0	0	574	0	1,425	851
TOTAL EXPENSES	0	0	649	0	1,500	851
TOTAL DESIGNER SELECTION	0	0	649	0	1,500	851

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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		ACTUAL	ACTUAL	AMENDED	YTD	RECOMMENDED	CHANGE
		FY2013	FY2014	2015	4/15/2015	2016	2015 to 2016
0111506 - CITY HALL MAINT/OPERATION							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	122,402	134,862	139,850	108,660	145,496	5,646
513001	REGULAR OVERTIME	13,923	15,530	15,750	12,055	17,500	1,750
514004	SHIFT DIFFERENTIAL	3,394	3,736	4,424	3,283	4,196	-229
515005	BONUSES	0	0	900	900	0	-900
515101	CLOTHING ALLOWANCE	1,500	1,500	1,500	1,500	1,500	0
TOTAL PERSONAL SERVICES		141,219	155,629	162,424	126,399	168,691	6,268
EXPENSES							
5210	ELECTRICITY	86,727	72,274	42,350	28,151	40,000	-2,350
5211	NATURAL GAS	62,360	90,512	85,000	65,569	90,000	5,000
5230	WATER & SEWER SERVIC	7,113	8,117	9,000	4,372	9,000	0
52404	ELECTRICAL EQUIP R-M	2,580	99	1,682	0	2,500	818
52407	PUBLIC BUILDING R-M	41,242	60,524	81,239	74,006	45,000	-36,239
52408	DEPARTMENTAL EQUIP R-	2,237	2,269	36	0	3,000	2,964
52409	PUBLIC PROPERTY R-M	2,670	4,337	1,787	1,787	3,750	1,963
52413	OTHER REPAIR/MAINT.	0	0	3,800	3,800	1,000	-2,800
5310	BACKFLOW PREV INSPEC	180	180	180	180	180	0
5412	HEATING OIL	230	0	430	0	0	-430
5450	CLEANING/CUSTODIAL SU	10,298	13,616	14,500	14,396	14,500	0
5581	UNIFORMS/CLOTHING	1,282	1,346	450	205	450	0
TOTAL EXPENSES		216,919	253,274	240,454	192,465	209,380	-31,074
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	825	639	671	529	697	26
57HLTH	HEALTH INSURANCE	26,584	21,378	21,913	17,277	23,772	1,859
57LIFE	BASIC LIFE INSURANCE	76	109	114	85	114	0
57MEDA	MEDICARE PAYROLL TAX	1,928	2,155	2,245	1,751	2,192	-53
57OPEB	OPEB CONTRIBUTION	0	0	1,165	0	1,356	190
TOTAL FRINGE BENEFITS		29,413	24,281	26,108	19,642	28,130	2,022
DEBT AND CAPITAL							
585171	HOUSEKEEPING EQUIPME	0	8,393	1,500	355	1,500	0
TOTAL DEBT AND CAPITAL		0	8,393	1,500	355	1,500	0
TOTAL CITY HALL MAINT/OPERATION		387,552	441,577	430,486	338,860	407,702	-22,784

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2013	ACTUAL FY2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016	
0111507 - LIBRARY BLDG MAINT/OPER.							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	193,564	202,897	196,674	132,726	195,922	-752
511101	PART TIME < 20 HRS/WK	16,470	15,480	19,300	12,520	19,448	148
513001	REGULAR OVERTIME	144	29,125	28,877	22,229	30,000	1,123
514001	LONGEVITY	5,300	5,475	7,644	7,644	5,000	-2,644
514004	SHIFT DIFFERENTIAL	7,601	7,763	7,952	4,032	7,405	-547
514399	ADMIN SUPPORT STIPEND	3,000	3,011	3,012	2,354	3,012	0
515003	SPECIAL LEAVE BUY BAC	0	0	1,158	1,158	0	-1,158
515005	BONUSES	0	0	1,200	1,200	0	-1,200
515006	VACATION BUY BACK	0	0	6,752	6,752	0	-6,752
515101	CLOTHING ALLOWANCE	2,000	2,000	2,500	2,500	2,000	-500
	TOTAL PERSONAL SERVICES	228,079	265,752	275,069	193,115	262,788	-12,280
EXPENSES							
52408	DEPARTMENTAL EQUIP R-	79	355	1,000	933	1,000	0
5431	ELECTRICAL SUPPLIES	0	3,535	3,000	1,361	3,000	0
5450	CLEANING/CUSTODIAL SU	11,309	12,066	12,075	8,352	12,075	0
5581	UNIFORMS/CLOTHING	990	745	625	380	625	0
	TOTAL EXPENSES	12,379	16,701	16,700	11,025	16,700	0
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	614	639	643	448	897	254
57HLTH	HEALTH INSURANCE	47,893	53,215	54,545	36,214	56,994	2,449
57LIFE	BASIC LIFE INSURANCE	170	170	169	113	114	-56
57MEDA	MEDICARE PAYROLL TAX	2,473	2,511	2,496	1,846	3,093	598
57OPEB	OPEB CONTRIBUTION	0	0	682	453	2,652	1,970
	TOTAL FRINGE BENEFITS	51,149	56,535	58,535	39,073	63,750	5,215
DEBT AND CAPITAL							
585171	HOUSEKEEPING EQUIPME	0	10,257	1,375	0	1,375	0
	TOTAL DEBT AND CAPITAL	0	10,257	1,375	0	1,375	0
	TOTAL LIBRARY BLDG MAINT/OPER.	291,607	349,245	351,678	243,213	344,613	-7,066

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL FY2013	ACTUAL FY2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016
0111508 - POLICE HQ CUSTODIAL						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	0	48,518	50,344	39,347	52,062	1,719
513001 REGULAR OVERTIME	20,777	20,887	22,500	15,984	22,500	0
514001 LONGEVITY	0	1,350	2,500	2,500	2,500	0
515005 BONUSES	0	0	300	300	0	-300
515101 CLOTHING ALLOWANCE	0	500	500	500	500	0
TOTAL PERSONAL SERVICES	20,777	71,255	76,144	58,631	77,562	1,419
EXPENSES						
52407 PUBLIC BUILDING R-M	0	5,836	0	0	0	0
5450 CLEANING/CUSTODIAL SU	0	7,955	7,500	2,745	7,500	0
5581 UNIFORMS/CLOTHING	0	0	95	95	0	-95
TOTAL EXPENSES	0	13,791	7,595	2,840	7,500	-95
FRINGE BENEFITS						
57DENTAL DENTAL INSURANCE	0	420	479	385	497	18
57HLTH HEALTH INSURANCE	0	14,679	16,300	13,050	16,300	0
57LIFE BASIC LIFE INSURANCE	0	52	57	42	57	-1
57MEDA MEDICARE PAYROLL TAX	56	101	85	87	500	415
TOTAL FRINGE BENEFITS	56	15,252	16,921	13,565	17,354	432
TOTAL POLICE HQ CUSTODIAL	20,834	100,298	100,660	75,035	102,416	1,756
0111509 - PARKS/REC BLDG CUSTODIAL						
PERSONAL SERVICES						
513001 REGULAR OVERTIME	12,856	19,538	20,000	14,615	30,011	10,011
TOTAL PERSONAL SERVICES	12,856	19,538	20,000	14,615	30,011	10,011
EXPENSES						
5450 CLEANING/CUSTODIAL SU	0	0	0	0	5,000	5,000
TOTAL EXPENSES	0	0	0	0	5,000	5,000
FRINGE BENEFITS						
57MEDA MEDICARE PAYROLL TAX	172	204	250	199	500	250
TOTAL FRINGE BENEFITS	172	204	250	199	500	250
TOTAL PARKS/REC BLDG CUSTODIAL	13,028	19,742	20,250	14,815	35,511	15,261
TOTAL PUBLIC BLDG DEPARTMENT	3,678,115	4,021,470	4,057,631	3,017,409	4,376,302	318,671

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

**CITY OF NEWTON BUDGET
PERSONAL SERVICES SUMMARY**

ACCOUNT	POSITION TITLE	2015			2016		
		RANGE	FTE	SALARY	RANGE	FTE	SALARY
511001	BUILDING COMMISSIONER		1.0	120,890	H14	1.00	121,354
	ADMINISTRATIVE ASSISTAN		1.0	54,281	S06	1.00	57,374
	BUILDING CUSTODIAN		6.0	270,366	S01	6.00	273,005
	BUILDING MAINTANCE SUPR		1.0	85,902	C11	1.00	88,497
	BUSINESS MANAGER		1.0	74,505	H09	1.00	77,030
	CAPITAL PROJECT ANALYST		1.0	43,453	H03	1.00	44,929
	DEPUTY OF PUBLIC BUILD		1.0	102,952	H13	1.00	103,347
	PRINCIPAL BOOKKEEPER		1.0	53,621	S06	1.00	56,953
	PROJECT MANAGER		4.0	315,576	H09	4.00	329,576
	SR BUILDING CUSTODIAN		1.0	55,161	S05	1.00	58,209
	SUPERVISOR-CUSTODIANS		1.0	57,893	S07	1.00	62,267
	Account Totals:		19.0	1,234,602		19.00	1,272,540
511002	CARPENTER - 2		2.0	111,792	R09	2.00	120,061
	ELECTRICIAN		4.0	222,123	R09	4.00	226,119
	OIL BURNER TECHNICIAN		3.0	169,650	R09	3.00	171,936
	PAINTER		1.0	55,660	R08	1.00	60,439
	PLUMBER		3.0	156,168	R09	3.00	163,901
	STOREKEEPER		1.0	54,614	R07	1.00	58,726
	Account Totals:		14.0	770,007		14.00	801,183
511101	CUSTODIAN PT		0.5	19,300	QQQ	0.47	19,448
	Account Totals:		0.5	19,300		0.47	19,448
	Report Totals:		33.5	2,023,908		33.47	2,093,171