

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 2014 Major Accomplishments

Project Management – All of capital projects scheduled to be completed in FY14 were on time and on budget, including F.A.Day addition, Carr School renovation, and modular classrooms.

Capital Planning – Citywide CIP Project Status Reports has been created with quarterly updates posted on the City website by the 1st of February, May, August and Nov.

Operations & Maintenance – Improved customer response time and reduced backlog by more than 30%. Conducted, and will continue to conduct, annual walk-thrus for 78 buildings.

Energy Efficiency & Sustainability – Completed a wide variety of energy retrofits at buildings such as the Main Library, Cabot, Lincoln-Eliot, and Burr Schools reducing energy consumption by as much as 35% in each building. Completed solar panel installations at NNHS, Memorial Spaulding, Brown, and Countryside Schools. This saves the city more than \$40,000/year in electricity costs.

Fiscal Year 2015 Desired Outcomes

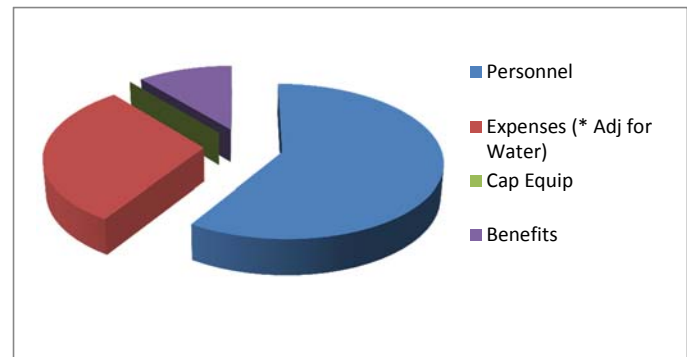
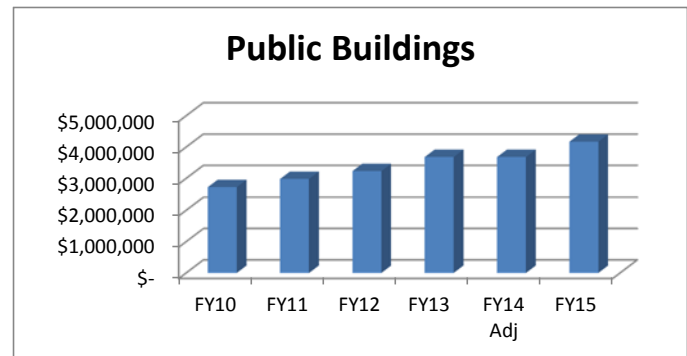
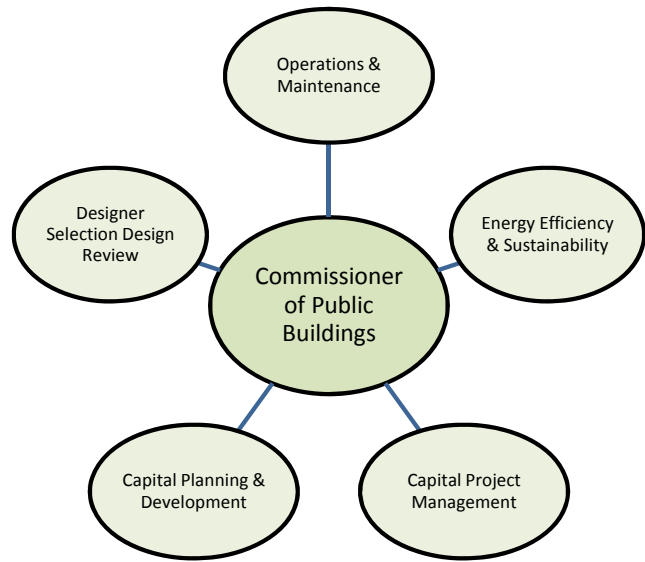
Project Management – Achieve 100% on time and on budget for all capital projects, such as Angier, Cabot, Zervas, Fire Station #10, and the Fire Station #3 and Fire Headquarters Projects.

Capital Planning – To maintain transparency, continue to refine and provide monthly and quarterly project update reports.

Operations & Maintenance – Expanded preventive maintenance program to reduce reactive maintenance requests.

Energy Efficiency & Sustainability – Complete energy retrofits of at least 30 buildings and reduce overall building energy consumption by 10% when compared to FY14.

Training and Staff Development – Train all new and existing employees on all facets of city processes including, legal, procurement, ordinance, and legislative. Cross train all staff members so that everyone is capable of performing a wide variety of critical departmental functions.



Department Detail

	<-----Actual----->				<-Adj Budget->	<-Proposed->
	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015
Expenditure by Core Function						
Personnel	\$ 1,502,868	\$ 1,657,352	\$ 1,777,587	\$ 1,868,498	\$ 2,209,357	\$ 2,325,872
Expenses (* Adj for Water)	\$ 1,093,739	\$ 1,097,355	\$ 1,220,917	\$ 1,236,814	\$ 1,187,954	\$ 1,184,557
Capital Equipment	\$ 961	\$ 858	\$ 4,642	\$ 12,989	\$ 173,200	\$ 227,375
Benefits	\$ 289,231	\$ 340,500	\$ 382,796	\$ 347,259	\$ 441,563	\$ 433,422
Total	\$ 2,886,799	\$ 3,096,065	\$ 3,385,942	\$ 3,465,560	\$ 4,012,074	\$ 4,171,226
% Incr		7.25%	9.36%	2.35%	15.77%	3.97%
Personnel						
Full-Time	24	30	30	32	34	34
Part-Time	0	0	2	1	1	1
Total	24	30	32	33	35	35

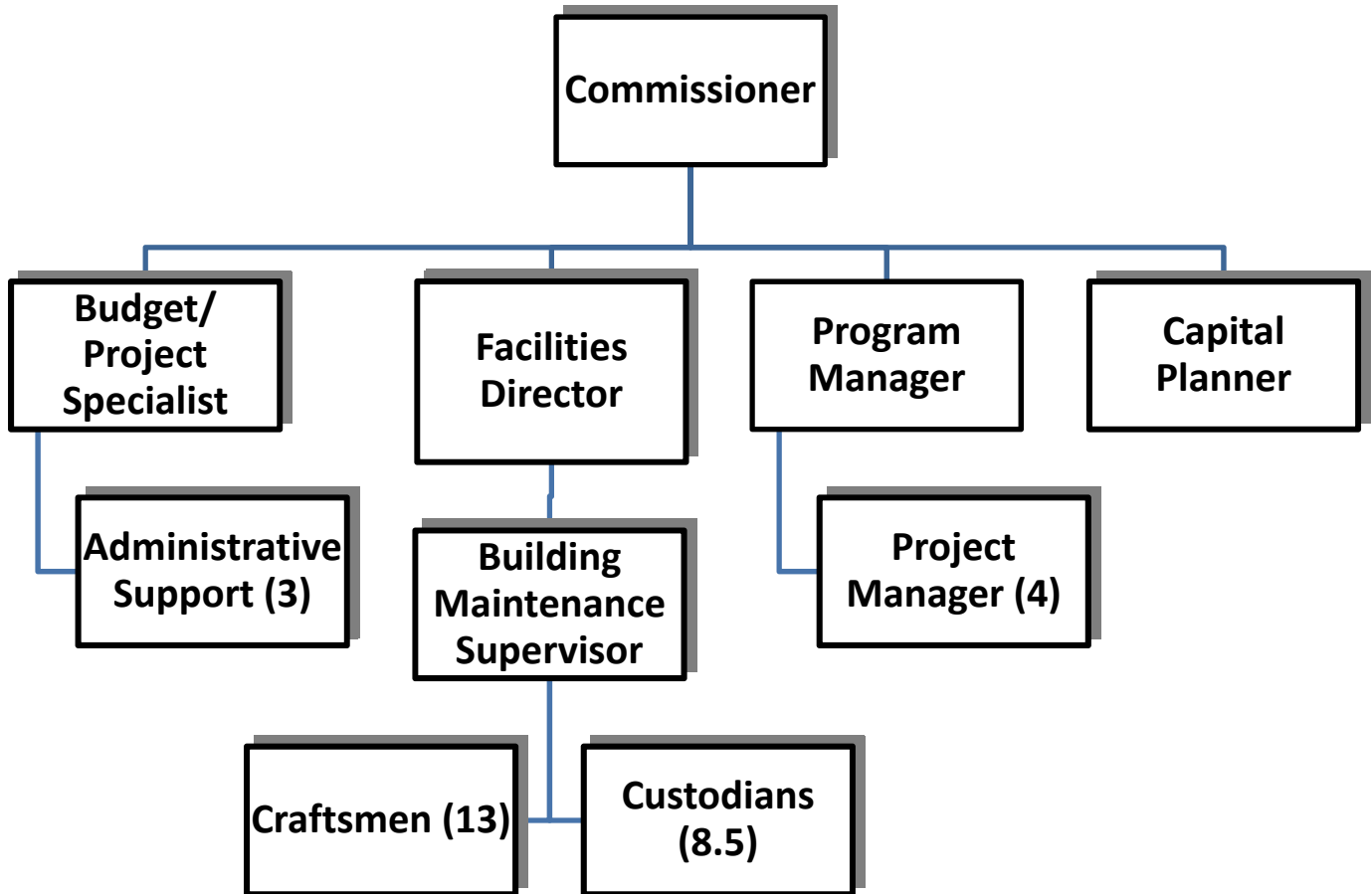
FY2014 Accomplishments - Public Buildings Department

Outcome #1 - Efficient Project Management	Target	Result
Strategy #1. Docket priority projects with Budget in April		
Strategy #2. Establish and maintain realistic project budgets		
Percentage of projects on budget: Municipal Buildings	100%	100%
Percentage of projects on budget: School Buildings	100%	100%
Strategy #3. Establish and maintain realistic project schedules		
Percentage of projects on schedule: Municipal Buildings	100%	Salt shed completed in January
Percentage of projects on schedule: School Buildings	100%	1 set of modulars 4 weeks late
Strategy #4. Integrated process for clear, well-coordinated construction documents		
Strategy #5. Time bidding for best market conditions		
Evaluate bid structures and time conditions	Ongoing	Project savings of up to 10% have been realized by timing the bids based on market conditions and bid climate.
Outcome #2: Citywide Capital Improvement Plan	Target	Result
Strategy #1. Update Capital Improvement Plan		
Published FY2015 - FY2019 C.I.P.	Oct 2013	Complete
Strategy #2. Website Improvements		
Create Citywide CIP Status Report	Aug 2013	Complete
Number of quarterly updates posted on time	4	4
Strategy #3. Individual Project Data for FY14 Projects		
Developed project descriptions, location map, budget, schedule	Oct 2013	Complete
Provide first annual update	Dec 2013	Complete
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		
Percentage of emergencies responded to within one hour	90%	100%
Percentage of routine workorders completed within five working days: School Buildings	75%	72%
Percentage of routine workorders completed within five working days: Municipal Buildings	75%	71%
Strategy #3. Implement a preventive maintenance plan		
Percentage of scheduled preventive maintenance tasks completed	100%	100%
Percentage of work-orders that are preventive maintenance	50%	40%
Outcome #4: Achieve 20% Improved Energy Efficiency from 2008 Baseline	Target	Result
Strategy #1. Implement solar panels and power purchase agreement		
Identified additional installation locations	Mar 2013	Complete
Number of planned solar panel projects implemented	5	4
Strategy #2. Assist implementation of LED streetlights		
Submitted Green Communities grant application	Mar 2013	Complete
Percentage of streetlight costs funded through grants/rebates	50%	Achieved
Amount of annual savings generated through project	\$300,000	\$225,000
Percentage of project completed by June 30, 2014	100%	Project has been turned over to DPW
Strategy #3. NSTAR Preferred Vendor Program		
Substantial Completion	Dec 2013	Complete
Strategy #4. Citywide Energy Report		
Posted quarterly report on website	Sep 2013	Complete
Annual Summary Report	Dec 2013	Complete
Outcome #5: Revised Designer Selection/Designer Review Process	Target	Result
Strategy #1. Fill 2 Current Vacancies on Design Review Committee		
Identified potential candidates	Jun 2013	Complete
Docketed appointments	Jul 2013	Complete
Fully Staffed	Aug 2013	Complete
Strategy #2. 5-58 Site Plan Review Working Group		
Propose New Process	Jun 2013	Working Group Suspended
Docket Revised Ordinance	Sep 2013	Working Group Suspended

FY2015 Desired Outcomes - Public Buildings Department

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

PUBLIC BUILDINGS



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

CITY OF NEWTON BUDGET
DEPARTMENT LEGAL LEVEL OF CONTROL

	ACTUAL 2012	ACTUAL 2013	AMENDED 2014	YTD 4/22/2014	RECOMMENDED 2015	CHANGE 2014 to 2015
DEPARTMENT SUMMARY						
51 - PERSONAL SERVICES	1,777,587	1,868,498	2,203,461	1,711,126	2,325,872	122,411
52 - EXPENSES	1,248,435	1,299,369	1,203,154	1,034,402	1,214,057	10,903
58 - DEBT AND CAPITAL	4,642	162,989	173,200	106,180	227,375	54,175
57 - FRINGE BENEFITS	382,796	347,259	441,563	283,693	433,422	-8,141
TOTAL DEPARTMENT	3,413,460	3,678,115	4,021,378	3,135,402	4,200,726	179,348
PUBL BLDG ADMIN.						
51 - PERSONAL SERVICES	582,622	693,951	912,231	714,334	966,905	54,674
52 - EXPENSES	97,446	111,030	114,354	84,580	122,875	8,521
58 - DEBT AND CAPITAL	4,642	12,989	4,500	2,629	64,500	60,000
57 - FRINGE BENEFITS	93,770	97,184	172,678	73,825	160,852	-11,826
TOTAL PUBL BLDG ADMIN.	778,480	915,155	1,203,763	875,369	1,315,132	111,369
MUNICIPAL BLDG MAINT.						
51 - PERSONAL SERVICES	808,549	760,425	771,687	596,064	828,626	56,938
52 - EXPENSES	337,877	414,611	392,537	375,460	304,977	-87,560
58 - DEBT AND CAPITAL	0	150,000	150,000	84,901	160,000	10,000
57 - FRINGE BENEFITS	187,880	169,126	169,984	134,244	172,058	2,074
TOTAL MUNICIPAL BLDG MAINT.	1,334,306	1,494,162	1,484,208	1,190,669	1,465,660	-18,548
CUSTODY OF SURPLUS BLDG						
51 - PERSONAL SERVICES	12,214	11,191	0	0	0	0
52 - EXPENSES	124,809	107,106	36,840	28,053	37,625	785
57 - FRINGE BENEFITS	0	159	0	0	0	0
TOTAL CUSTODY OF SURPLUS BLDG	137,024	118,455	36,840	28,053	37,625	785
SCHOOL BLDG MAINT.						
52 - EXPENSES	460,848	437,324	399,700	335,785	469,500	69,800
TOTAL SCHOOL BLDG MAINT.	460,848	437,324	399,700	335,785	469,500	69,800
DESIGNER SELECTION						
52 - EXPENSES	47	0	75	0	1,500	1,425
TOTAL DESIGNER SELECTION	47	0	75	0	1,500	1,425
CITY HALL MAINT/OPERATION						
51 - PERSONAL SERVICES	148,571	141,219	156,266	120,850	160,142	3,876
52 - EXPENSES	213,880	216,919	233,398	196,238	253,380	19,982
58 - DEBT AND CAPITAL	0	0	8,400	8,393	1,500	-6,900
57 - FRINGE BENEFITS	36,845	29,413	25,253	19,122	25,886	633
TOTAL CITY HALL MAINT/OPERATION	399,296	387,552	423,317	344,603	440,908	17,591

CITY OF NEWTON BUDGET DEPARTMENT LEGAL LEVEL OF CONTROL
--

	ACTUAL 2012	ACTUAL 2013	AMENDED 2014	YTD 4/22/2014	RECOMMENDED 2015	CHANGE 2014 to 2015
LIBRARY BLDG MAINT/OPER.						
51 - PERSONAL SERVICES	225,631	228,079	270,377	209,674	274,869	4,492
52 - EXPENSES	13,528	12,379	18,200	10,366	16,700	-1,500
58 - DEBT AND CAPITAL	0	0	10,300	10,257	1,375	-8,925
57 - FRINGE BENEFITS	64,300	51,149	56,903	44,589	57,791	887
TOTAL LIBRARY BLDG MAINT/OPER.	303,459	291,607	355,780	274,886	350,734	-5,046
POLICE HQ CUSTODIAL						
51 - PERSONAL SERVICES	0	20,777	72,149	56,094	74,331	2,182
52 - EXPENSES	0	0	8,050	3,919	7,500	-550
57 - FRINGE BENEFITS	0	56	16,543	11,758	16,835	292
TOTAL POLICE HQ CUSTODIAL	0	20,834	96,742	71,771	98,666	1,924
PARKS/REC BLDG CUSTODIAL						
51 - PERSONAL SERVICES	0	12,856	20,750	14,111	21,000	250
57 - FRINGE BENEFITS	0	172	202	155	0	-202
TOTAL PARKS/REC BLDG CUSTODIAL	0	13,028	20,952	14,266	21,000	48

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

CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL

	ACTUAL FY2012	ACTUAL FY2013	AMENDED 2014	YTD 4/22/2014	RECOMMENDED 2015	CHANGE 2014 to 2015	
115 - PUBLIC BLDG DEPARTMENT							
0111501 - PUBL BLDG ADMIN.							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	570,144	671,605	873,071	678,084	941,305	68,234
512001	SEASONAL WAGES	0	8,150	0	0	0	0
513001	REGULAR OVERTIME	1,178	2,285	8,000	5,965	10,500	2,500
514001	LONGEVITY	3,850	3,550	3,550	2,675	3,650	100
515005	BONUSES	6,000	0	10,000	10,000	0	-10,000
515006	VACATION BUY BACK	0	6,912	9,524	9,524	0	-9,524
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	6,636	6,636	10,000	3,364
TOTAL PERSONAL SERVICES		582,622	693,951	912,231	714,334	966,905	54,674
EXPENSES							
52401	OFFICE EQUIPMENT R-M	270	0	1,000	531	500	-500
52403	MOTOR VEHICLE R-M	107	0	1,500	13	2,500	1,000
52408	DEPARTMENTAL EQUIP R-	0	337	0	0	0	0
52410	SOFTWARE MAINTENANC	10,043	10,150	10,500	9,313	11,500	1,000
5274	RENTAL - EQUIPMENT	609	1,827	1,829	1,523	2,150	321
5301	CONSULTANTS	11,677	30,618	20,190	20,161	20,000	-190
530202	ARCHITECTURAL SERVIC	9,990	16,960	20,000	15,664	20,000	0
530208	LSP SERVICES	800	0	2,195	0	1,250	-945
5304	DOCUMENT PRESERVATI	39	1,748	0	0	0	0
5308	BLUEPRINTING	5,214	4,153	1,550	1,500	2,000	450
5314	REGIST/RECORDING FEES	0	75	750	0	1,500	750
5319	TRAINING EXPENSES	0	50	890	0	1,000	110
53401	TELEPHONE	1,877	1,830	1,875	1,414	1,875	0
53402	CELLULAR TELEPHONES	11,447	9,614	8,500	5,087	10,800	2,300
5341	POSTAGE	187	372	400	272	425	25
5342	PRINTING	414	453	450	364	450	0
5420	OFFICE SUPPLIES	1,904	1,914	3,650	3,438	2,000	-1,650
5480	GASOLINE	33,699	28,251	33,500	23,424	35,000	1,500
5482	TIRES & TIRE SUPPLIES	496	0	850	0	1,000	150
5484	VEHICLE REPAIR PARTS	6,196	483	900	0	3,750	2,850
5581	UNIFORMS/PROTECTIVE	0	0	125	0	125	0
5585	COMPUTER SUPPLIES	1,322	472	1,500	730	1,500	0
5592	BOOKS/MANUALS/PERIOD	898	32	0	0	1,500	1,500
5710	VEHICLE USE REIMBURSE	36	20	490	352	250	-240
5711	IN-STATE CONFERENCES	130	675	650	35	1,000	350
5730	DUES & SUBSCRIPTIONS	92	996	1,060	760	800	-260
TOTAL EXPENSES		97,446	111,030	114,354	84,580	122,875	8,521
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	2,414	2,542	2,646	1,849	3,730	1,084
57HLTH	HEALTH INSURANCE	84,857	86,968	149,593	65,168	132,199	-17,394
57LIFE	BASIC LIFE INSURANCE	283	283	284	170	341	57
57MEDA	MEDICARE PAYROLL TAX	6,216	7,391	9,849	6,369	11,262	1,413
57OPEB	OPEB CONTRIBUTION	0	0	10,307	269	13,321	3,014

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
--

	ACTUAL FY2012	ACTUAL FY2013	AMENDED 2014	YTD 4/22/2014	RECOMMENDED 2015	CHANGE 2014 to 2015
TOTAL FRINGE BENEFITS	93,770	97,184	172,678	73,825	160,852	-11,826
DEBT AND CAPITAL						
5850 EQUIPMENT & MACHINER	0	7,316	0	0	0	0
585011 USED AUTOS/LIGHT TRUC	0	0	0	0	60,000	60,000
585111 PC HARDWARE-ADMIN	2,957	4,967	4,029	2,394	3,750	-279
585121 PC SOFTWARE-ADMIN	0	706	471	235	750	279
585221 MEDICAL EQUIPMENT	1,685	0	0	0	0	0
TOTAL DEBT AND CAPITAL	4,642	12,989	4,500	2,629	64,500	60,000
TOTAL PUBL BLDG ADMIN.	778,480	915,155	1,203,763	875,369	1,315,132	111,369

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
--

	ACTUAL FY2012	ACTUAL FY2013	AMENDED 2014	YTD 4/22/2014	RECOMMENDED 2015	CHANGE 2014 to 2015	
0111502 - MUNICIPAL BLDG MAINT.							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	45,204	47,154	0	0	0	
511002	FULL TIME WAGES	702,075	622,734	671,832	519,711	759,401	87,568
513001	REGULAR OVERTIME	18,514	60,120	81,505	63,076	50,000	-31,505
513004	WORK BY OTHER DEPTS.	892	5,815	1,896	377	2,000	104
514001	LONGEVITY	13,125	11,102	9,350	5,900	10,225	875
514311	SNOW STAND-BY PAY	-32	0	53	-51	0	-53
514321	PROMPTNESS PAY STIPE	0	0	51	51	0	-51
515003	SPECIAL LEAVE BUY BAC	6,959	6,000	0	0	0	0
515005	BONUSES	11,250	0	0	0	0	0
515006	VACATION BUY BACK	2,062	0	0	0	0	0
515101	CLOTHING ALLOWANCE	8,500	7,500	7,000	7,000	7,000	0
TOTAL PERSONAL SERVICES		808,549	760,425	771,687	596,064	828,626	56,938
EXPENSES							
5210	ELECTRICITY	6,625	4,905	7,000	4,421	6,500	-500
5211	NATURAL GAS	2,180	1,876	1,250	817	1,250	0
5230	WATER & SEWER SERVIC	810	38	17	0	657	640
52404	ELECTRICAL EQUIP R-M	10,211	5,314	12,300	12,291	7,500	-4,800
52407	PUBLIC BUILDING R-M	260,901	319,567	301,450	298,838	200,000	-101,450
52413	OTHER REPAIR/MAINT.	0	11,545	2,000	2,000	7,500	5,500
5276	RENTAL-STORAGE CONTA	1,031	0	0	0	0	0
5310	BACKFLOW PREV INSPEC	270	90	200	0	1,350	1,150
5314	REGIST/RECORDING FEES	340	210	0	0	0	0
5319	TRAINING EXPENSES	0	685	750	398	750	0
5412	HEATING OIL	8,203	7,018	10,875	10,875	14,000	3,125
5430	BUILDING MAINT SUPPLIE	7,318	9,210	13,650	11,150	15,000	1,350
5431	ELECTRICAL SUPPLIES	11,512	8,574	4,350	1,725	15,000	10,650
5432	SMALL TOOLS	4,782	8,615	4,100	3,629	3,000	-1,100
5450	CLEANING/CUSTODIAL SU	5,025	5,500	525	381	600	75
5530	CONSTRUCTION SUPPLIE	16,231	28,894	30,200	25,374	27,500	-2,700
5580	PUBLIC SAFETY SUPPLIES	0	0	0	0	500	500
5581	UNIFORMS/PROTECTIVE	2,439	2,414	3,120	3,043	3,120	0
5771	PROFESSIONAL LICENSE	0	156	750	517	750	0
TOTAL EXPENSES		337,877	414,611	392,537	375,460	304,977	-87,560
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	4,021	3,467	3,105	2,485	3,256	151
57HLTH	HEALTH INSURANCE	173,313	153,528	154,809	121,856	156,822	2,013
57LIFE	BASIC LIFE INSURANCE	632	510	440	345	454	14
57MEDA	MEDICARE PAYROLL TAX	9,914	9,629	9,296	7,705	8,628	-668
57OPEB	OPEB CONTRIBUTION	0	1,992	2,333	1,854	2,897	564
TOTAL FRINGE BENEFITS		187,880	169,126	169,984	134,244	172,058	2,074
DEBT AND CAPITAL							
5825	BUILDING IMPROVEMENT	0	150,000	150,000	84,901	150,000	0
58502	CONSTRUCTION EQUIPME	0	0	0	0	10,000	10,000
TOTAL DEBT AND CAPITAL		0	150,000	150,000	84,901	160,000	10,000

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
--

	ACTUAL FY2012	ACTUAL FY2013	AMENDED 2014	YTD 4/22/2014	RECOMMENDED 2015	CHANGE 2014 to 2015
TOTAL MUNICIPAL BLDG MAINT.	1,334,306	1,494,162	1,484,208	1,190,669	1,465,660	-18,548
0111503 - CUSTODY OF SURPLUS BLDG						
PERSONAL SERVICES						
513001 REGULAR OVERTIME	12,214	11,191	0	0	0	0
TOTAL PERSONAL SERVICES	12,214	11,191	0	0	0	0
EXPENSES						
5210 ELECTRICITY	21,645	21,848	7,291	2,721	7,000	-291
5211 NATURAL GAS	44,930	49,702	12,020	10,596	14,000	1,980
5230 WATER & SEWER SERVIC	6,101	5,709	4,975	3,012	2,775	-2,200
52407 PUBLIC BUILDING R-M	44,810	21,351	3,650	3,650	3,650	0
5310 BACKFLOW PREV INSPEC	0	180	0	0	1,350	1,350
53401 TELEPHONE	163	159	50	37	350	300
5412 HEATING OIL	5,002	6,128	8,854	8,037	7,500	-1,354
5430 BUILDING MAINT SUPPLIE	0	0	0	0	1,000	1,000
5450 CLEANING/CUSTODIAL SU	2,158	2,030	0	0	0	0
TOTAL EXPENSES	124,809	107,106	36,840	28,053	37,625	785
FRINGE BENEFITS						
57MEDA MEDICARE PAYROLL TAX	0	159	0	0	0	0
TOTAL FRINGE BENEFITS	0	159	0	0	0	0
TOTAL CUSTODY OF SURPLUS BLDG	137,024	118,455	36,840	28,053	37,625	785
0111504 - SCHOOL BLDG MAINT.						
EXPENSES						
5230 WATER & SEWER SERVIC	403,500	374,769	384,500	331,374	450,000	65,500
530208 LSP SERVICES	48,348	55,510	6,200	0	10,000	3,800
5310 BACKFLOW PREV INSPEC	9,000	7,045	9,000	4,411	9,500	500
TOTAL EXPENSES	460,848	437,324	399,700	335,785	469,500	69,800
TOTAL SCHOOL BLDG MAINT.	460,848	437,324	399,700	335,785	469,500	69,800
0111505 - DESIGNER SELECTION						
EXPENSES						
5342 PRINTING	0	0	75	0	75	0
5343 ADVERTISING/PUBLICATIO	0	0	0	0	1,425	1,425
5712 REFRESHMENTS/MEALS	47	0	0	0	0	0
TOTAL EXPENSES	47	0	75	0	1,500	1,425
TOTAL DESIGNER SELECTION	47	0	75	0	1,500	1,425

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
--

		ACTUAL	ACTUAL	AMENDED	YTD	RECOMMENDED	CHANGE
		FY2012	FY2013	2014	4/22/2014	2015	2014 to 2015
0111506 - CITY HALL MAINT/OPERATION							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	129,103	122,402	135,987	105,685	138,176	2,189
513001	REGULAR OVERTIME	11,159	13,923	14,863	10,732	16,500	1,637
514004	SHIFT DIFFERENTIAL	4,559	3,394	3,916	2,932	3,966	50
515005	BONUSES	2,250	0	0	0	0	0
515101	CLOTHING ALLOWANCE	1,500	1,500	1,500	1,500	1,500	0
TOTAL PERSONAL SERVICES		148,571	141,219	156,266	120,850	160,142	3,876
EXPENSES							
5210	ELECTRICITY	90,000	86,727	88,722	60,862	87,500	-1,222
5211	NATURAL GAS	62,000	62,360	75,000	72,828	85,000	10,000
5230	WATER & SEWER SERVIC	8,850	7,113	7,771	3,755	9,000	1,229
52404	ELECTRICAL EQUIP R-M	669	2,580	1,500	1,000	3,000	1,500
52407	PUBLIC BUILDING R-M	37,181	41,242	40,938	39,910	45,000	4,062
52408	DEPARTMENTAL EQUIP R-	0	2,237	1,840	1,837	3,000	1,160
52409	PUBLIC PROPERTY R-M	807	2,670	4,337	4,337	3,750	-587
52413	OTHER REPAIR/MAINT.	0	0	0	0	1,000	1,000
5310	BACKFLOW PREV INSPEC	180	180	180	90	180	0
5412	HEATING OIL	808	230	0	0	1,000	1,000
5450	CLEANING/CUSTODIAL SU	12,923	10,298	12,470	10,979	14,500	2,030
5581	UNIFORMS/PROTECTIVE	462	1,282	640	640	450	-190
TOTAL EXPENSES		213,880	216,919	233,398	196,238	253,380	19,982
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	996	825	639	504	670	31
57HLTH	HEALTH INSURANCE	33,672	26,584	21,461	16,856	21,912	451
57LIFE	BASIC LIFE INSURANCE	61	76	71	80	114	43
57MEDA	MEDICARE PAYROLL TAX	2,115	1,928	2,127	1,682	2,025	-101
57OPEB	OPEB CONTRIBUTION	0	0	956	0	1,165	210
TOTAL FRINGE BENEFITS		36,845	29,413	25,253	19,122	25,886	633
DEBT AND CAPITAL							
585171	HOUSEKEEPING EQUIPME	0	0	8,400	8,393	1,500	-6,900
TOTAL DEBT AND CAPITAL		0	0	8,400	8,393	1,500	-6,900
TOTAL CITY HALL MAINT/OPERATION		399,296	387,552	423,317	344,603	440,908	17,591

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
--

	ACTUAL FY2012	ACTUAL FY2013	AMENDED 2014	YTD 4/22/2014	RECOMMENDED 2015	CHANGE 2014 to 2015	
0111507 - LIBRARY BLDG MAINT/OPER.							
PERSONAL SERVICES							
511001	FULL TIME SALARIES	172,637	193,564	202,899	159,364	207,078	4,179
511101	PART TIME < 20 HRS/WK	10,658	16,470	21,402	12,210	19,300	-2,102
511102	PART TIME > 20 HRS/WK	13,249	0	0	0	0	0
513001	REGULAR OVERTIME	1,256	144	27,825	22,162	29,877	2,052
514001	LONGEVITY	6,394	5,300	5,475	5,475	5,650	175
514004	SHIFT DIFFERENTIAL	5,932	7,601	7,764	6,098	7,952	188
514399	ADMIN SUPPORT STIPEND	2,423	3,000	3,012	2,365	3,012	0
515003	SPECIAL LEAVE BUY BAC	6,000	0	0	0	0	0
515005	BONUSES	4,500	0	0	0	0	0
515101	CLOTHING ALLOWANCE	2,500	2,000	2,000	2,000	2,000	0
515102	CLEANING ALLOWANCE	83	0	0	0	0	0
	TOTAL PERSONAL SERVICES	225,631	228,079	270,377	209,674	274,869	4,492
EXPENSES							
52408	DEPARTMENTAL EQUIP R-	265	79	1,500	461	1,000	-500
5431	ELECTRICAL SUPPLIES	1,972	0	4,000	2,529	3,000	-1,000
5450	CLEANING/CUSTODIAL SU	10,645	11,309	12,075	6,804	12,075	0
5581	UNIFORMS/PROTECTIVE	646	990	625	572	625	0
	TOTAL EXPENSES	13,528	12,379	18,200	10,366	16,700	-1,500
FRINGE BENEFITS							
57DENTAL	DENTAL INSURANCE	895	614	639	504	670	31
57HLTH	HEALTH INSURANCE	59,990	47,893	53,420	41,958	54,545	1,125
57LIFE	BASIC LIFE INSURANCE	184	170	170	127	170	0
57MEDA	MEDICARE PAYROLL TAX	3,231	2,473	2,674	2,000	2,406	-269
	TOTAL FRINGE BENEFITS	64,300	51,149	56,903	44,589	57,791	887
DEBT AND CAPITAL							
585171	HOUSEKEEPING EQUIPME	0	0	10,300	10,257	1,375	-8,925
	TOTAL DEBT AND CAPITAL	0	0	10,300	10,257	1,375	-8,925
	TOTAL LIBRARY BLDG MAINT/OPER.	303,459	291,607	355,780	274,886	350,734	-5,046

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
--

	ACTUAL FY2012	ACTUAL FY2013	AMENDED 2014	YTD 4/22/2014	RECOMMENDED 2015	CHANGE 2014 to 2015
0111508 - POLICE HQ CUSTODIAL						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	0	0	48,518	38,108	49,731	1,213
513001 REGULAR OVERTIME	0	20,777	21,781	16,136	22,500	719
514001 LONGEVITY	0	0	1,350	1,350	1,600	250
515101 CLOTHING ALLOWANCE	0	0	500	500	500	0
TOTAL PERSONAL SERVICES	0	20,777	72,149	56,094	74,331	2,182
EXPENSES						
5450 CLEANING/CUSTODIAL SU	0	0	8,050	3,919	7,500	-550
TOTAL EXPENSES	0	0	8,050	3,919	7,500	-550
FRINGE BENEFITS						
57DENTAL DENTAL INSURANCE	0	0	456	324	478	22
57HLTH HEALTH INSURANCE	0	0	15,903	11,315	16,300	397
57LIFE BASIC LIFE INSURANCE	0	0	57	38	57	0
57MEDA MEDICARE PAYROLL TAX	0	56	127	81	0	-127
TOTAL FRINGE BENEFITS	0	56	16,543	11,758	16,835	292
TOTAL POLICE HQ CUSTODIAL	0	20,834	96,742	71,771	98,666	1,924
0111509 - PARKS/REC BLDG CUSTODIA						
PERSONAL SERVICES						
513001 REGULAR OVERTIME	0	12,856	20,750	14,111	21,000	250
TOTAL PERSONAL SERVICES	0	12,856	20,750	14,111	21,000	250
FRINGE BENEFITS						
57MEDA MEDICARE PAYROLL TAX	0	172	202	155	0	-202
TOTAL FRINGE BENEFITS	0	172	202	155	0	-202
TOTAL PARKS/REC BLDG CUSTODIAL	0	13,028	20,952	14,266	21,000	48
TOTAL PUBLIC BLDG DEPARTMENT	3,413,460	3,678,115	4,021,378	3,135,402	4,200,726	179,348

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

CITY OF NEWTON BUDGET
PERSONAL SERVICES SUMMARY

ACCOUNT	POSITION TITLE	2014			2015		
		RANGE	FTE	SALARY	RANGE	FTE	SALARY
511001	ADMINISTRATIVE ASSISTAN	S06	1.0	52,957	S06	1.00	54,281
	BUDGET & PROJ SPEC	H10	1.0	99,431	H10	1.00	102,435
	BUILDING CUSTODIAN	S05	6.0	275,192	S05	6.00	281,878
	BUILDING MAINTANCE SUPR	C11	1.0	83,400	C11	1.00	84,637
	BUILDINGS DIRECTOR	H13	1.0	106,046	H13	1.00	109,230
	CAPITAL PLANNER	H05	1.0	52,417	H05	1.00	52,417
	FACILITIES MGR	XXX	1.0	85,327	H11	1.00	87,887
	PRINCIPAL BOOKKEEPER	S06	1.0	52,957	S06	1.00	53,611
	PROGRAM MANAGER	H11	1.0	90,371	H11	1.00	93,082
	PROJECT MANAGER	H09	4.0	297,051	H09	4.00	303,725
	SR BUILDING CUSTODIAN	S07	1.0	54,869	S07	1.00	55,224
	SUPERVISOR-CUSTODIANS	S08	1.0	57,344	S08	1.00	57,884
	Account Totals:		20.0	1,307,362		20.00	1,336,290
511002	CARPENTER - 2	R09	2.0	107,820	R09	2.00	111,841
	ELECTRICIAN	R09	4.0	215,448	R09	4.00	222,092
	OIL BURNER TECHNICIAN	R09	3.0	153,481	R09	3.00	159,071
	PAINTER	R08	1.0	54,581	R08	1.00	55,643
	PLUMBER	R09	3.0	150,655	R09	3.00	156,149
	STOREKEEPER	R07	1.0	53,035	R07	1.00	54,606
	Account Totals:		14.0	735,021		14.00	759,401
511101	CUSTODIAN PT	PT2	0.5	19,300	PT2	0.47	19,300
	Account Totals:		0.5	19,300		0.47	19,300
	Report Totals:		34.5	2,061,683		34.47	2,114,991