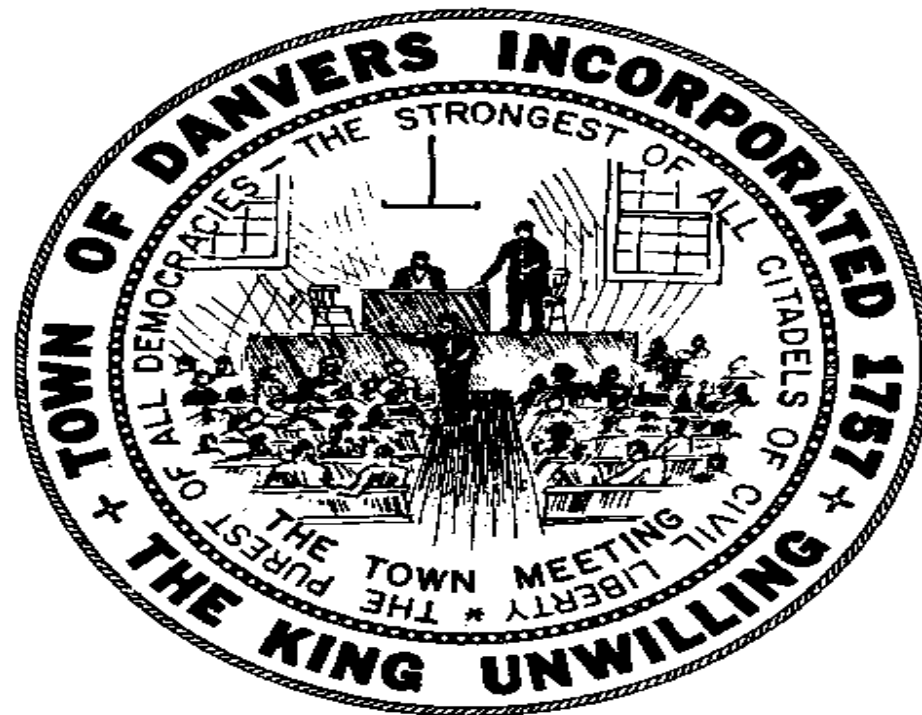


Town of Danvers

Massachusetts Municipal Management Association
“Sharing Services with Schools – Facilities”



October 22, 2009

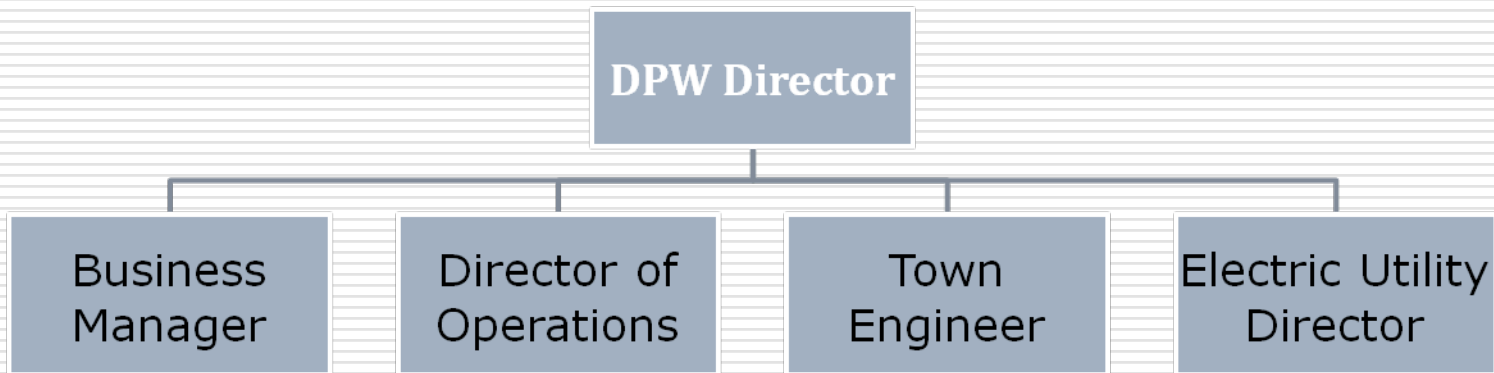
Town of Danvers

Background

- *Danvers Town Manager Act 1949*
- *Consolidated responsibility and functions*
- *Town Manager given jurisdiction for maintenance, repair and construction of all buildings, including schools*

Town of Danvers

Town Manager



Town of Danvers

Danvers Public Works Department

A full service department; \$70 million budget; four divisions

- *General Maintenance*: *Buildings, streets, solid waste, Water Treatment & Distribution; Sewer, Grounds & Forestry*
- *Electric*: *Power distribution*
- *Engineering*: *Construction design & management*
- *Business*: *Utilities billing, Budget; and Purchasing.*

Town of Danvers

Buildings & Grounds Maintenance

- *No. Buildings* 24 (7 Schools)
- *No. Building Sq. Feet* 1 Million
- *No. Building Maintenance Staff* 10
- *No. Custodians* 15
- *No. Acres Grounds & Fields* 150
- *No. Grounds Employees* 9

Town of Danvers

Concept: “A Partnership”
Tenant/Owner Relationship

Process:

Maintenance

- Town utilizes preventive maintenance program for all buildings;
- Building Systems work scheduled over 12 months (HVAC, electrical, etc.);
- Work order system utilized;
- Weekly Meetings to address issues w/contract cleaning and OPS problems;

Town of Danvers

B. Capital Repairs

- Annual Town meeting Building Improvements Warrant Article
- School Administration input provided to DPW
- Town Manager decides with DPW and School Superintendent input
- Selectmen sponsor the Article

Town of Danvers

Grounds/Street

- Fields and athletic facilities maintained by DPW
- DPW handles plowing as first priority

Townwide Contracts

- Cleaning;
- HVAC maintenance;
- Elevators;
- Cleaning supplies & paper products;
- Alarm systems

Other

- Vehicle maintenance;
- Technology

Town of Danvers

Summary of Benefits

- ✓ Improved building maintenance;
- ✓ Cost savings – economies of scale;
- ✓ Educators able to focus on students

