

NEW YORK CITY DEPARTMENT OF EDUCATION
DIVISION OF SCHOOL FACILITIES
OFFICE OF BUILDING SERVICES

March 13, 2014

OFFICE OF BUILDING SERVICES CIRCULAR NO. 5 – 2013/14

NOTE: All Circulars are to be kept in a permanent file

TO ALL CUSTODIAN ENGINEERS

1. VACANCIES

At this time, the Department of Education (Division of School Facilities) declares the following assignments vacant and will accept applications for voluntary transfer for the position of Custodian Engineer Level I and Custodian Engineer Level II. Applications must be postmarked no later than **MARCH 21, 2014.**

Note: The Division of School Facilities reserves the right to modify or revise the vacancy list prior to officially assigning CE's.

ALL APPLICATIONS MUST BE MAILED. HAND DELIVERED APPLICATIONS WILL NOT BE ACCEPTED.

NOTE: YOU MUST PROVIDE A CURRENT COPY OF THE APPLICABLE LICENSE REQUIRED FOR THE BUILDING YOU ARE APPLYING FOR; I.E., STATIONARY ENGINEER AND/OR REFRIGERATION. (ALL LEVEL II ASSIGNMENTS REQUIRE A CURRENT COPY OF YOUR STATIONARY ENGINEER LICENSE, OR REFRIGERATION LICENSE IF LEVEL 1R IS APPLYING).

FAILURE TO ATTACH REQUIRED LICENSE(S) WILL PRECLUDE YOU FROM CONSIDERATION FOR ASSIGNMENT.

Additionally, you must attain all building specific required certifications within a reasonable timeline (as soon as practical). Examples include, but are not limited to FDNY Certificates of Fitness, including Fire Safety Director and the Department of Health and Mental Hygiene Swimming Pool Certification.

UNDER NO CIRCUMSTANCES WILL WITHDRAWALS BE CONSIDERED

Applications for transfer must be on the enclosed Application For Transfer form and placed in a plain envelope, sealed, and marked "APPLICATION FOR TRANSFER." No other correspondence is to be placed in the envelope. Applications are to be addressed to the Executive Director, Division of School Facilities, 44-36 Vernon Boulevard, 5th Floor, Long Island City, New York 11101.

Custodian Engineers will be eligible for advancement based upon minimum years of experience. Each year of employment in title will be considered toward the experience requirements except for years where a Custodian Engineer receives a less than satisfactory rating. Experience requirements are as follows:

CUSTODIAN ENGINEER LEVEL I		CUSTODIAN ENGINEER LEVEL I WITH REFRIGERATION LICENSE		CUSTODIAN ENGINEER LEVEL II	
Years of Employment	Building Size	Years of Employment	Building Size	Years of Employment	Building Size
1 - 5	1 M Sq Ft – 50 M Sq Ft	1 - 5	0 M Sq Ft – 100 M Sq Ft	1 - 5	76 M Sq Ft – 100 M Sq Ft
5+ - 10	51 M Sq Ft – 75 M Sq Ft	5+ - 10	101 M Sq Ft – 130 M Sq Ft	5+ - 10	101 M Sq Ft – 130 M Sq Ft
10+ - 15	76 M Sq Ft – 94 M Sq Ft	10+ - 15	131 M Sq Ft – 200 M Sq Ft	10+ - 15	131 M Sq Ft – 200 M Sq Ft
15+	95 M Sq Ft – 100 M Sq Ft	15+	201 M Sq Ft+	15+	201 M Sq Ft+

NOTE: If any school on this transfer list within a given seniority bracket is not filled by a Custodian Engineer with the required number of years seniority, the Custodian Engineer who is in the next lower seniority bracket who BIDS for that school would be assigned to the school provided the Custodian Engineer meets all of the qualifications for that assignment. The schools listed are offered at this time to Custodian Engineers who meet the following requirement:

In first assignment from a civil service list with a minimum one (1) year of service or you must have two (2) years of service in present assignment as of **MARCH 1, 2014.**

Basic allowances are from the Department of Education IBM records. Details of breakdown are on file at all buildings. Qualified applicants are authorized to ask present Custodian Engineer to see the "Calculation for Custodial Allowance, etc." on file at the school. Allowances as shown are subject to change for good and sufficient reasons such as physical change, unused space, or to correct any substantial errors which may be discovered.

INSTRUCTIONS FOR COMPLETING APPLICATION FOR TRANSFER

NOTE: Any Application For Transfer that is filled out improperly, OR IS NOT SIGNED, will be disqualified.

1. Fill in Items 1-11. If you have additional choices you must place an "X" in Item 12. Sign and date Item 13. If you include building choices on page 2 of the application you must also sign and date Item 14.
2. Code Borough as follows: M - Manhattan K - Brooklyn
X - Bronx Q - Queens R - Richmond (Staten Island)
3. Code school as a 3-digit number. Use leading zeros, if necessary.
4. The IBM designation for your present assignment is located in the top center part of your building calculation form (IBM Card).
5. Use the IBM designation listed below for your choices.
6. On High School and Annex choices, use the IBM designation.
Examples: a) Richmond Hill HS Queens should be listed as Q475.
b) PS 282 Annex Brooklyn should be listed as K902.

TRANSPORTATION CLAIMS RESULTING FROM VACANCY LISTS WILL NOT BE AN ALLOWABLE EXPENSE.

CUSTODIAN ENGINEERS (LEVEL II)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
M007*	85		\$ 235,788.58	\$ 87,670.91
M013	150		316,668.31	97,550.02
M017	104		257,811.88	91,766.65
M020*	92		237,865.30	88,843.98
M046*	94		217,681.88	88,843.98
M048*/**	94	Refrig. License	244,242.46	88,843.98
M064	134		294,366.97	95,701.26
M081*	92		230,269.26	88,843.98
M088**	174	Refrig. License	343,804.26	101,132.84
M096*	79		228,599.03	86,875.91
M113	117		257,077.73	93,533.28
M123	118		265,804.93	93,533.28
M128	107		295,031.08	92,352.44
M130**	104	Refrig. License	239,056.02	91,766.65
M132/528 (Merged)	81/21		299,651.71	91,176.25
M164	96		261,274.80	89,435.96
M171	95		262,179.29	89,435.96
M173	114		289,067.40	92,945.99
M175*	85		234,309.87	87,670.91
M194	75		219,367.80	86,070.08
M197*	84		223,261.18	87,670.91
M475 Health Professions HS	201		370,137.87	105,743.14
M898*/** PS 018	91	Refrig. License	229,003.89	88,843.98
M970*/** Thurgood Marshall HS	78	Refrig. License	228,883.19	86,070.08

X001	96		\$ 234,799.68	\$ 89,435.96
X008*	88		278,337.10	88,256.68
X015**	126	Refrig. License	290,379.90	94,709.51
X023*/**	79	Refrig. License	215,903.95	86,875.91
X026**	124	Refrig. License	331,513.97	94,709.51
X033*	80		234,772.23	86,875.91
X053	98		277,852.72	89,435.96
X054*/**	76	Refrig. License	225,639.28	86,070.08
X057*	76		227,355.83	86,070.08
X062*	79		234,172.72	86,875.91

CUSTODIAN ENGINEERS (LEVEL II)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY	
X064*	81		\$ 226,513.57	\$ 86,875.91	
X067	111		259,891.47	92,945.99	
X070	127		303,132.32	95,237.91	
X075	109		258,380.66	92,352.44	
X077	130		293,538.33	95,237.91	
X082	107		292,084.95	92,352.44	
X089	106		275,347.12	91,766.65	
X090	104		271,334.16	91,766.65	
X093*	78		246,235.09	86,070.08	
X094	113		281,367.05	92,945.99	
X096*	82		254,490.67	86,875.91	
X099*	77		237,461.00	86,070.08	
X104	103		279,307.90	91,766.65	
X117	115		283,872.87	93,533.28	
X126	96		275,999.72	89,435.96	
X132	98		249,457.63	89,435.96	
X140*	93		247,368.36	88,843.98	
X141	170		334,801.73	100,667.93	
X150	107		301,748.63	92,352.44	
X152*/**	91	Refrig. License	247,240.97	88,843.98	
X156	95		245,681.63	89,435.96	
X198**	102	Refrig. License	263,014.01	91,176.25	
X884**	Health Opportunities HS	110	Refrig. License	278,218.24	92,352.44

K006/877	(Merged)*/**	68/11	Refrig. License	\$ 286,503.17	\$ 89,055.29
K011*		83		226,848.93	87,670.91
K012*/**		81	Refrig. License	217,869.00	86,875.91
K015*		80		247,695.51	86,875.91
K019/319	(Merged)	93/11		295,509.66	92,992.98
K020*		92		234,046.81	88,843.98
K022*/**		92	Refrig. License	244,764.78	88,843.98
K078		156		317,376.31	99,284.13
K081		109		250,796.04	92,352.44
K084		95		255,648.32	89,435.96
K092		112		266,899.22	92,945.99

CUSTODIAN ENGINEERS (LEVEL II)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
K094	95		\$ 240,436.69	\$ 89,435.96
K102	97		265,025.98	89,435.96
K120	97		252,645.00	89,435.96
K139*	90		271,415.14	88,256.68
K150	95		252,631.44	89,435.96
K157	102		232,342.09	91,176.25
K161*	78		225,376.85	86,070.08
K179*	77		280,082.17	86,070.08
K186*	77		229,979.56	86,070.08
K189	99		271,178.98	90,020.20
K210	108		288,741.01	92,352.44
K212*	80		242,121.55	86,875.91
K215*	77		245,038.04	86,070.08
K216*	77		236,400.82	86,070.08
K221*	80		241,638.05	86,875.91
K230/781 (Merged)	77/24		315,170.62	91,176.25
K233**	96	Refrig. License	258,386.72	89,435.96
K262*	82		228,753.74	86,875.91
K273*	86		228,507.85	87,670.91
K274**	103	Refrig. License	253,008.71	91,766.65
K286*/**	86	Refrig. License	337,849.00	87,670.91
K297*	79		222,546.41	86,875.91
K298*	81		226,742.34	86,875.91
K306/843 (Merged)	94/8		297,851.83	92,992.98
K308**	118	Refrig. License	313,194.87	93,533.28
K398**	118	Refrig. License	290,305.96	93,533.28
K445 New Utrecht HS	239		490,304.72	106,328.17
K470 George Wingate HS	248		437,549.53	111,174.70
K490 Fort Hamilton HS	286		521,734.09	113,939.30
K500 Canarsie HS	248		546,124.33	111,174.70
K914 Benjamin Banneker Academy	97		248,402.49	89,435.96

Q062/273** (Merged)	96/29	Refrig. License	\$ 319,154.55	\$ 94,709.51
Q090*	80		224,671.54	86,875.91
Q105*	86		233,478.55	87,670.91

CUSTODIAN ENGINEERS (LEVEL II)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
Q111*	87		\$ 244,626.56	\$ 88,256.68
Q123/781 (Merged)	77/24		318,403.26	91,176.25
Q126	116		285,081.47	93,533.28
Q150*/**	87	Refrig. License	238,965.28	88,256.68
Q151*	80		284,195.00	86,875.91
Q152	107		271,643.14	92,352.44
Q158	137		287,961.70	96,164.61
Q197*	77		232,011.66	86,070.08
Q212*/**	79	Refrig. License	217,014.05	86,875.91
Q215*	77		220,318.28	86,070.08
Q227/228** (Merged)	177/35	Refrig. License	433,537.29	106,328.17
Q238	166		345,465.81	100,207.71
Q312/868 (Merged)	74/32		299,858.49	91,766.65
Q404 Hunters Point Campus	107		248,730.93	92,352.93
Q460/023 (Merged) Flushing HS	219/21		621,445.46	110,477.17
Q695* Queens Gateway to Health	94		254,881.10	88,843.98
Q801** Division of School Facilities	335	Fire Safety/Refrig	851,182.12	113,939.30

R003*	80		\$ 233,406.60	\$ 86,875.91
R027	160		314,694.95	99,744.35
R825/826 (Merged) PS 025 Annex	75/21		313,289.15	90,219.08

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
M007*	85		\$ 235,788.58	\$ 87,670.91
M020*	92		237,865.30	88,843.98
M034	55		187,985.94	83,172.19
M046*	94		217,681.88	88,843.98
M048*/**	94	Refrig. License	244,242.46	88,843.98
M066**	58	Refrig. License	217,307.26	83,172.19
M081*	92		230,269.26	88,843.98
M096*	79		228,599.03	86,875.91

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
M097	71		\$ 247,081.21	\$ 85,413.02
M133	68		206,358.56	84,906.29
M166	73		218,095.05	85,413.02
M175*	85		234,309.87	87,670.91
M197*	84		223,261.18	87,670.91
M451** Liberty HS	48	Refrig. License	185,278.38	82,175.77
M827 Manhattan Learning Center	54		182,341.32	82,673.22
M841** PS 811/Livingston HS	65	Refrig. License	210,540.59	84,408.83
M855** Eleanor Roosevelt HS	66	Refrig. License	225,321.26	84,408.83
M874/835** (Merged) Baruch HS	55/13	Refrig. License	246,298.35	87,321.19
M876** Gregorio Luperon Prep	52	Refrig. License	182,755.69	82,673.22
M883** Legacy HS for Integr. Studies	45	Refrig. License	213,348.06	81,676.79
M895** Young Women's Leadership	43	Refrig. License	172,406.95	81,676.79
M898*/** PS 018	91	Refrig. License	229,003.89	88,843.98
M970*/** Thurgood Marshall HS	78	Refrig. License	228,883.19	86,070.08

X008*	88		\$ 278,337.10	\$ 88,256.68
X011	68		209,996.74	84,906.29
X012	70		252,642.40	84,906.29
X018	70		209,124.33	84,906.29
X023*/**	79	Refrig. License	215,903.95	86,875.91
X033*	80		234,772.23	86,875.91
X042	65		210,332.82	84,408.83
X044	72		226,102.92	85,413.02
X054*/**	76	Refrig. License	225,639.28	86,070.08
X057*	76		227,355.83	86,070.08
X059/159 (Merged)	55/14		243,781.80	87,321.19
X062*	79		234,172.72	86,875.91
X064*	81		226,513.57	86,875.91
X093*	78		246,235.09	86,070.08
X096*	82		254,490.67	86,875.91
X097	55		200,735.05	83,172.19
X099*	77		237,461.00	86,070.08
X108	41		199,597.22	81,176.26
X130	68		216,587.33	84,906.29

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M. SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
X140*	93		\$ 247,368.36	\$ 88,843.98
X152*/**	91	Refrig. License	247,240.97	88,843.98
X172**	38	Refrig. License	181,325.05	80,680.34
X175**	50	Refrig. License	195,894.99	82,175.77
X206**	42	Refrig. License	177,723.94	81,176.26
X211	42		192,814.64	81,176.26
X826** PS 226	57	Refrig. License	256,242.88	83,172.19
X839** Bronx HS for the Visual Arts	55	Refrig. License	190,517.77	83,172.19
X876** Bronx Leadership Academy	48	Refrig. License	197,807.56	82,175.77
X878** Freedom HS	50	Refrig. License	195,136.92	82,175.77
X973 MS/HS 270	61		192,529.89	83,671.21

K006/877 (Merged)*/**	68/11	Refrig. License	\$ 286,503.17	\$ 89,055.29
K011*	83		226,848.93	87,670.91
K012*/**	81	Refrig. License	217,869.00	86,875.91
K015*	80		247,695.51	86,875.91
K020*	92		234,046.81	88,843.98
K022*/**	92	Refrig. License	244,764.78	88,843.98
K073	75		238,159.79	86,070.08
K075	63		200,648.12	84,408.83
K086	37		156,912.21	80,680.34
K108	65		228,417.18	84,408.83
K112	45		179,088.08	81,676.79
K116	50		181,504.31	82,175.77
K132	72		222,998.32	85,413.02
K135	58		219,610.71	83,172.19
K139*	90		271,415.14	88,256.68
K151	56		189,821.82	83,172.19
K154	44		175,983.57	81,676.79
K155	68		229,822.37	84,906.29
K159	65		220,330.91	84,408.83
K161*	78		225,376.85	86,070.08
K165	62		213,111.73	83,671.21
K179*	77		280,082.17	86,070.08
K186*	77		229,979.56	86,070.08

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
K194	73		\$ 229,511.01	\$ 85,413.02
K198	67		224,113.39	84,906.29
K199	69		214,552.80	84,906.29
K209	69		236,367.98	84,906.29
K212*	80		242,121.55	86,875.91
K215*	77		245,038.04	86,070.08
K216*	77		236,400.82	86,070.08
K221*	80		241,638.05	86,875.91
K247	55		187,548.46	83,172.19
K249	56		204,794.79	83,172.19
K253	70		248,562.67	84,906.29
K254	61		209,761.23	83,671.21
K262*	82		228,753.74	86,875.91
K264	52		170,072.94	82,673.22
K273*	86		228,507.85	87,670.91
K286*/**	86	Refrig. License	337,849.00	87,670.91
K290**	63	Refrig. License	215,419.79	84,408.83
K297*	79		222,546.41	86,875.91
K298*	81		226,742.34	86,875.91
K370**	44	Refrig. License	220,810.93	81,676.79
K376**	75	Refrig. License	218,838.14	86,070.08
K735 PS 245	51		167,731.80	82,673.22
K743 Adult Training Center/Old Girls	72		248,276.14	85,413.02
K806 Metropolitan Corporate Acad.	46		181,680.35	81,676.79
K824** W.E.B. Dubois HS	50	Refrig. License	173,550.33	82,175.77
K849 PS 134	45		191,013.62	81,676.79
K855 PS 135/PS 235 Annex	46		205,076.48	81,676.79
K894** HS for Public Service-ENY	70	Refrig. License	222,865.85	84,906.29
K907 Brownsville Diploma Plus	68		210,219.10	84,906.29
K909** Acorn Community HS	75	Refrig. License	226,800.37	86,070.08
K987 Brooklyn HS for Law & Tech.	55		195,178.71	83,172.19

Q009	45		\$ 176,910.99	\$ 81,676.79
Q015	52		171,540.80	82,673.22
Q024	66		223,775.41	84,408.83

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY	
Q036	43		\$ 194,188.64	\$ 81,676.79	
Q045	57		195,244.45	83,172.19	
Q054	48		181,480.59	82,175.77	
Q075	43		191,151.04	81,676.79	
Q082**	57	Refrig. License	186,214.55	83,172.19	
Q084	49		186,799.41	82,175.77	
Q090*	80		224,672.54	86,875.91	
Q098	37		171,265.91	80,680.34	
Q105*	86		233,478.55	87,670.91	
Q111*	87		244,626.56	88,256.68	
Q112	66		208,750.38	84,408.83	
Q118	69		220,720.08	84,906.29	
Q132	51		183,118.73	82,673.22	
Q140	74		244,282.69	85,413.02	
Q150*/**	87	Refrig. License	238,965.28	88,256.68	
Q151*	80		284,195.00	86,875.91	
Q155	70		240,523.76	84,906.29	
Q181**	66	Refrig. License	212,762.66	84,408.83	
Q197*	77		233,011.66	86,070.08	
Q199	70		222,637.26	84,906.29	
Q212*/**	79	Refrig. License	217,014.05	86,875.91	
Q213	73		216,409.02	85,413.02	
Q215*	77		220,318.28	86,070.08	
Q266**	68	Refrig. License	260,691.15	84,906.29	
Q277	70		220,249.26	84,906.29	
Q287	45		166,316.78	81,676.79	
Q499**	PS/IS 499	72	Refrig. License	209,857.54	85,413.02
Q520	Middle College Campus	55		192,168.66	83,172.19
Q595	Jamaica Learning Center	47		193,409.69	82,175.77
Q633**	Eagle Academy	48	Refrig. License	187,238.04	82,175.77
Q667**	Skillman HS	53	Refrig. License	201,529.52	82,673.22
Q680**	Young Women's Leadership	55	Refrig. License	196,167.06	83,172.19
Q695*	Queens Gateway to Health	94		254,881.10	88,843.98
Q884	PS 065	50		184,573.45	82,175.77

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
R003*	80		\$ 233,406.60	\$ 86,875.91
R013**	60	Refrig. License	222,388.60	83,671.21
R019	60		212,208.64	83,671.21
R039	43		177,843.91	81,676.79

* PREFERENCE WILL BE GIVEN TO:

1. CUSTODIAN ENGINEER (LEVEL II)
2. CUSTODIAN ENGINEER (LEVEL I)

** REFRIGERATION LICENSE REQUIRED

- (M) MERGED BUILDINGS
- (C) CAP BUILDINGS
- (HP) HIGH PRESSURE BUILDINGS

John Shea
Chief Executive Officer
Division of School Facilities

NEW YORK CITY DEPARTMENT OF EDUCATION
DIVISION OF SCHOOL FACILITIES
OFFICE OF BUILDING SERVICES

March 17, 2014

ADDENDUM TO BUILDING SERVICES CIRCULAR NO. 5 - 2013/14

NOTE: All Circulars are to be kept in a permanent file

TO ALL CUSTODIAN ENGINEERS

1. VACANCIES

Kindly delete the following school from the Level II category of Building Services Circular No. 5 - 2013/14:

CUSTODIAN ENGINEERS (LEVEL II)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
K230/781 (Merged)	77/24		\$ 315,170.62	\$ 91,176.25

*PREFERENCE WILL BE GIVEN TO:

1. CUSTODIAN ENGINEER (LEVEL I)
2. CUSTODIAN ENGINEER (LEVEL II)

** REFRIGERATION LICENSE REQUIRED

- (M) MERGED BUILDINGS
- (C) CAP BUILDINGS
- (HP) HIGH PRESSURE BUILDINGS

*Chief Executive Officer
Division of School Facilities*