

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

February 16, 2012

OFFICE OF BUILDING SERVICES CIRCULAR NO. 5 – 2011/12

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 **FEBRUARY 28, 2012**.

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	
<u>Years of Employment</u>	<u>Building Size</u>	<u>Years of Employment</u>	<u>Building Size</u>	<u>Years of Employment</u>	<u>Building Size</u>
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 **JANUARY 1, 2012**.

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
M033*	83		\$ 231,168.22	\$ 87,670.91
M047** School for the Deaf	118	Refrig. License	257,385.52	93,533.28
M075*	92		263,014.67	88,843.98
M083*	79		236,612.19	86,875.91
M113	117		256,366.15	93,533.28
M115	104		249,120.76	91,766.65
M118	140		296,246.96	96,624.89
M123	118		265,065.39	93,533.28
M164	96		260,611.81	89,435.96
M171	95		261,500.29	89,435.96
M175*	85		233,728.99	87,670.91
M197*	84		222,716.56	87,670.91
M435 Man. Ctr for Math & Science	229		436,016.55	106,328.17
M440 Bayard Rustin Complex	252		443,025.41	111,638.07
M506*/** West Side HS	85	Refrig. License	264,923.80	87,670.91
M873/920*/** (Merged)	53/24	Refrig. License	324,364.61	86,822.22
M898*/** PS 018	91	Refrig. License	228,434.43	88,843.98
M970*/** Thurgood Marshall HS	78	Refrig. License	228,338.28	86,070.08

X001	96		\$ 234,206.21	\$ 89,435.96
X023*/**	79	Refrig. License	215,383.36	86,875.91
X026**	124	Refrig. License	330,558.95	94,709.51
X033*	80		234,194.43	86,875.91
X045	120		292,933.66	94,120.60
X053	98		277,119.87	89,435.96
X054*/**	76	Refrig. License	221,443.96	86,070.08
X062*	79		233,598.41	86,875.91
X064*	81		225,960.75	86,875.91
X071/953 (Merged)	116/23		348,226.52	97,682.28
X073*	83		244,540.04	87,670.91
X075	109		257,676.07	92,352.44
X089	106		274,591.70	91,766.65
X090	104		270,595.56	91,766.65
X099*	77		236,891.55	86,070.08
X100*	81		220,304.40	86,875.91
X104	103		278,545.38	91,766.65

CUSTODIAN ENGINEERS (LEVEL II)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
X123	143		\$ 341,132.47	\$ 97,086.69
X137**	198	Refrig. License	419,398.89	104,712.56
X150	107		300,908.96	92,352.44
X152*/**	91	Refrig. License	246,613.43	88,843.98
X156	95		245,024.01	89,435.96
X167**	173	Refrig. License	335,034.34	101,132.84
X425 Evander Childs HS (HP)	323	High Pressure	775,916.01	113,939.30
X430** Walton HS	300	Refrig. License	609,708.39	113,939.30
X884** Health Opportunities HS	110	Refrig. License	277,477.76	92,352.44

K002**	131	Refrig. License	\$ 282,578.55	\$ 95,701.26
K006/877 (Merged)*/**	68/11	Refrig. License	285,812.30	89,055.29
K012*/**	81	Refrig. License	217,342.29	86,875.91
K013**	120	Refrig. License	272,087.18	94,120.60
K017*	76		237,356.06	86,070.08
K023	98		238,621.20	89,435.96
K032*	80		258,522.63	86,875.91
K045/842 (Merged)	118/9		310,216.32	97,682.28
K052*	91		241,464.01	88,843.98
K084	95		254,989.99	89,435.96
K092	112		266,164.23	92,945.99
K096	123		291,819.00	94,709.51
K106*	83		225,799.14	87,670.91
K120	97		251,993.65	89,435.96
K149/932 (Merged)	93/20		333,278.23	92,992.98
K150	95		247,463.35	89,435.96
K167/883* (Merged)	75/8		270,022.79	90,219.08
K176*	92		269,375.26	88,843.98
K189	99		270,467.22	90,020.20
K190*	78		226,121.36	86,070.08
K204*	93		272,223.81	88,843.98
K212*	80		241,525.16	86,875.91
K220	109		316,958.02	92,352.44
K221*	80		241,038.25	86,875.91

CUSTODIAN ENGINEERS (LEVEL II)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
K240/997 (Merged)	141/23		\$ 398,040.44	\$ 100,773.89
K255*	76		228,140.14	86,070.08

K297*		79		222,009.04	86,875.91
K377**		105	Refrig. License	264,890.72	91,766.65
K398**		118	Refrig. License	289,488.48	93,533.28
K505	Franklin D. Roosevelt HS	283		518,124.40	113,939.30
K914	Benjamin Banneker Academy	97		247,778.03	89,435.96

Q041/809* (Merged)		71/20		\$ 346,537.54	\$ 89,562.02
Q095		96		242,291.83	89,435.96
Q105*		86		232,898.88	87,670.91
Q111*		87		244,011.36	88,256.68
Q142		152		400,952.61	98,013.38
Q143		95		271,613.37	89,435.96
Q148		98		260,296.72	89,435.96
Q151*		80		283,460.11	86,875.91
Q152		107		270,899.31	92,352.44
Q171*		91		239,131.14	88,843.98
Q212*/**		79	Refrig. License	216,493.97	86,875.91
Q231		160		339,047.68	99,744.35
Q232*		78		215,335.54	86,070.08
Q415**	Benjamin Cardoza HS	290	Refrig. License	573,959.77	113,939.30

R051		124		\$ 279,260.70	\$ 94,709.51
R056**		95	Refrig. License	253,323.25	89,435.96

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
M001	73		\$ 213,031.48	\$ 85,413.02
M004**	70	Refrig. License	207,267.78	84,906.29
M015	60		192,093.59	83,671.21

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
M033*	83		\$ 231,168.22	\$ 87,670.91
M034	55		187,582.41	83,172.19
M066**	58	Refrig. License	216,835.12	83,172.19

M072		74		235,642.01	85,413.02
M075*		92		263,014.67	88,843.98
M083*		79		236,612.19	86,875.91
M102		69		206,290.76	84,906.29
M166		73		217,576.15	85,413.02
M175*		85		233,728.99	87,670.91
M194		75		218,743.40	86,070.08
M197*		84		222,716.56	87,670.91
M451**	Liberty HS	48	Refrig. License	184,943.35	82,175.77
M506*/**	West Side HS	85	Refrig. License	264,923.80	87,670.91
M841**	PS 811 (Old Livingston HS)	65	Refrig. License	210,067.14	84,408.83
M873/920*/**	(Merged)	53/24	Refrig. License	324,364.61	86,822.22
M874/835**	(Merged)	55/13	Refrig. License	245,762.49	87,321.19
M876**	Gregorio Luperon School	52	Refrig. License	182,385.53	82,673.22
M895**	Young Womens Leadership	43	Refrig. License	172,113.87	81,676.79
M898*/**	PS 018	91	Refrig. License	228,434.43	88,843.98
M970*/**	Thurgood Marshall HS	78	Refrig. License	228,338.28	86,070.08

X012		70		\$ 252,030.94	\$ 84,906.29
X014		51		206,937.65	82,673.22
X018		70		208,635.36	84,906.29
X023*/**		79	Refrig. License	215,383.36	86,875.91
X033*		80		234,194.43	86,875.91
X044		72		225,559.73	85,413.02
X054*/**		76	Refrig. License	221,443.96	86,070.08
X062*		79		233,598.41	86,875.91
X064*		81		225,960.75	86,875.91
X073*		83		244,540.04	87,670.91
X099*		77		236,891.55	86,070.08
X100*		81		220,304.40	86,875.91

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
X130	68		\$ 216,078.40	\$ 84,906.29
X152*/**	91	Refrig. License	246,613.43	88,843.98
X172**	38	Refrig. License	180,987.63	80,680.34
X206**	42	Refrig. License	177,412.85	81,176.26
X211	42		192,441.24	81,176.26
X254**	61	Refrig. License	206,647.71	83,671.21

X722**	PS 721 (OTC)	65	Refrig. License	258,832.24	84,408.83
X826**	PS 226 MiniSchool	57	Refrig. License	255,619.23	83,172.19
X839**	Bronx HS for the Visual Arts	55	Refrig. License	190,119.85	83,172.19
X878**	Freedom HS	50	Refrig. License	194,768.63	82,175.77

K006/877	(Merged)*/**	68/11	Refrig. License	\$ 285,812.30	\$ 89,055.29
K012*/**		81	Refrig. License	217,342.29	86,875.91
K017*		76		237,356.06	86,070.08
K032*		80		258,522.63	86,875.91
K052*		91		241,464.01	88,843.98
K073		75		237,586.09	86,070.08
K075		63		200,195.52	84,408.83
K090		74		210,851.40	85,413.02
K106*		83		225,799.14	87,670.91
K108		65		227,875.91	84,408.83
K116		50		181,165.66	82,175.77
K132		72		222,464.99	85,413.02
K135		58		219,102.24	83,172.19
K165		62		212,619.23	83,671.21
K167/883*	(Merged)	75/8		270,022.79	90,219.08
K176*		92		269,375.26	88,843.98
K190*		78		226,121.36	86,070.08
K198		67		223,581.74	84,906.29
K199		69		214,048.74	84,906.29
K204*		93		272,223.81	88,843.98
K212*		80		241,525.16	86,875.91
K221*		80		241,038.25	86,875.91
K249		56		240,336.25	83,172.19

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY	
K255*	76		\$ 228,140.14	\$ 86,070.08	
K290**	63	Refrig. License	214,920.27	84,408.83	
K297*	79		222,009.04	86,875.91	
K370**	44	Refrig. License	220,363.21	81,676.79	
K806	Metropolitan Corporate Acad.	46	181,341.90	81,676.79	
K819**	East New York Family Academy	45	Refrig. License	207,882.86	81,676.79
K824**	W.E.B. Dubois HS	50	Refrig. License	173,213.02	82,175.77

K855	PS 135/PS 235 Annex	46		204,660.99	81,676.79
K894**	HS for Public Service	70	Refrig. License	218,987.46	84,906.29
K907	Brownsville Diploma Plus	68		209,743.89	84,906.29
K908	PS 230 Annex	40		169,794.69	81,176.26
K909**	Acorn Community HS	75	Refrig. License	226,266.16	86,070.08
K989	PS 104/PS 185 Annex	54		202,928.39	82,673.22

Q009		45		\$ 176,588.23	\$ 81,676.79
Q015		52		171,192.40	82,673.22
Q035		54		194,009.86	82,673.22
Q036		43		193,811.91	81,676.79
Q041/809*	(Merged)	71/20		346,537.54	89,562.02
Q050		63		219,219.58	84,408.83
Q054		48		181,143.11	82,175.77
Q082**		57	Refrig. License	185,813.48	83,172.19
Q084		49		186,444.48	82,175.77
Q105*		86		232,898.88	87,670.91
Q111*		87		244,011.36	88,256.68
Q112		66		208,267.56	84,408.83
Q146**		65	Refrig. License	214,442.18	84,408.83
Q151*		80		283,460.11	86,875.91
Q171*		91		239,131.14	88,843.98
Q181**		66	Refrig. License	212,267.09	84,408.83
Q193		70		216,870.75	84,906.29
Q212*/**		79	Refrig. License	216,493.97	86,875.91
Q220		64		202,756.88	84,408.83
Q232*		78		215,335.54	86,070.08

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY	
Q266**	68	Refrig. License	\$ 260,042.14	\$ 84,906.29	
Q280	56		181,461.29	83,172.19	
Q499**	PS/IS 499	72	Refrig. License	209,365.95	85,413.02
Q595	Jamaica Learning Center	47		193,049.35	82,175.77
Q680**	Young Women's Leadership	55	Refrig. License	195,752.09	83,172.19
Q811	PS 811 (Old PS 187)	71		251,092.26	85,413.02
Q885	Renaissance Charter School	62		204,422.95	83,671.21

R053		67		\$ 208,685.38	\$ 84,906.29
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R055	66		206,228.35	84,408.83
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* 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

February 23, 2012

ADDENDUM TO BUILDING SERVICES CIRCULAR NO. 5 - 2011/12

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

TO ALL CUSTODIAN ENGINEERS

1. VACANCIES

Kindly note the changes to the following school(s):

CUSTODIAN ENGINEERS (LEVEL II)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
K240/997 (Merged)	141/23	Fire Safety Director	\$ 398,040.44	\$ 100,773.89

CUSTODIAN ENGINEERS (LEVEL I)

SCHOOL	FLOOR AREA M SQ. FT.	QUALIFICATIONS	ANNUAL ALLOWANCE	PENSION SALARY
K819 East New York Family Academy	45		\$ 207,882.86	\$ 81,676.79
K989 PS 104/PS 185 Annex	54	Fire Safety Director	\$ 202,928.39	\$ 82,673.22

*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

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