

Office of Employee Relations

1120000



OSC Use Only:

Reporting Code:

Category Code:

FORM B

State Consultant Services - Contractor's Annual Employment Report  
Report Period: April 1, 2024 to March 31, 2025

State Agency Name: University at Albany, SUNY Agency Code: 28010  
Contractor Name: The Research Foundation of SUNY on behalf of the University at Albany  
1400 Washington Ave., Albany, NY 12222 Contract Number: OER01-C14037-1120000  
Contract Start Date: 1/1/2024 Contract End Date: 12/31/2025

Description of Services Being Provided: Job Skills and Professional Development

Scope of Contract (Choose one that best fits):

Analysis

☐ Evaluation ☐ Research ☒ Training ☐ Computer Programming ☐ Other IT Consulting ☐ Services ☐ Surveying ☐ Environmental Services ☐ Health Services ☐ Legal ☐ Other Consulting ☐

☐ Data Processing ☐ Engineering ☐ Architect ☐ Health Services ☐ Mental Accounting ☐ Auditing ☐ Paralega ☐

Employment Category	Number of Employees	Number of hours worked	Amount Payable
			Under the Contract
Administrative Services Managers	11	8,848.6	\$ 471,093.84
Computer Suppt. Specialist	1	315.4	\$ 14,641.77
Computer Programmers	3	2,190.1	\$ 130,503.58
Education Administr. -Postsec	5	117.5	\$ 6,975.00
Exec. Secretaries & Admin. Assistants.	8	7,519.2	\$ 234,208.17
Vocational Educ. Teacher - Postsec.	13	14,250.3	\$ 802,775.25
Graduate Teaching Assistant	2	831.6	\$ 22,502.83
Social Scientists & Related Workers, All Other	3	754.1	\$ 47,050.95
Training and Development Managers	2	1,395.9	\$ 82,045.73
	0	0.0	\$ -
	0	0.0	\$ -
	0	0.0	\$ -
	0	0.0	\$ -
<b>Total this page</b>	<b>48</b>	<b>36,222.7</b>	<b>\$ 1,811,797.12</b>
<b>Grand Total</b>	<b>48</b>	<b>36,222.7</b>	<b>\$ 1,811,797.12</b>

Name of person who prepared this report: Marcella Junco

Title: Project Staff Associate

Phone No: 518-442-6566

Preparer's Signature: *Marcella Junco*

Date Prepared: 5/1/2025

**FORM B**

**New York State Consultant Services**  
**Contractor's Annual Employment Report**  
 Report Period: April 1, 2024 to March 31, 2025

Contracting State Agency Name: Office of Employee Relations  
 Contract Number: C22002 Agency Business Unit: OER01  
 Contract Term: 4/1/2024 to 3/31/2025 Agency Department ID: 1120000  
 Contractor Name: MicroKnowledge, Inc.  
 Contractor Address: 1150 University Ave, Suite 20 Rochester, NY 14607  
 Description of Services Being Provided: Training and Consulting Services

**Scope of Contract (Choose one that best fits):**

- ☐ Analysis    ☐ Evaluation    ☐ Research    ☒ Training  
☐ Data Processing    ☐ Computer Programming    ☐ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☐ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
Training Services	35.00	148.80	\$35,109.32
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
Total this Page	35.00	148.80	\$35,109.32
<b>Grand Total</b>	<b>35.00</b>	<b>148.80</b>	<b>\$35,109.32</b>

Name of person who prepared this report: Nancy Lapietro

Title: Business Development

Phone #: 518 786-1181

Preparer's Signature: Nancy Lapietro

Date Prepared: 5/13/2025

**FORM B**

**New York State Consultant Services**  
**Contractor's Annual Employment Report**  
 Report Period: April 1, 2024 to March 31, 2025

Contracting State Agency Name: Office of Employee Relations  
 Contract Number: c22003 Agency Business Unit: OER01  
 Contract Term: 05/01/2022 to 12/31/2026 Agency Department ID: 1120000  
 Contractor Name: J.A. Strategies, LLC  
 Contractor Address: 64 Euclid Avenue, Albany, NY 12203  
 Description of Services Being Provided: Job Skills Program Delivery

**Scope of Contract (Choose one that best fits):**

- ☐ Analysis    ☐ Evaluation    ☐ Research    ☒ Training  
☐ Data Processing    ☐ Computer Programming    ☐ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☐ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
Training and Development Specialists	2.00	68.00	\$17,850.00
Administrative Assistant	1.00	6.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
Total this Page	3.00	74.00	\$17,850.00
<b>Grand Total</b>	0.00		

Name of person who prepared this report: Jennifer Amstutz

Title: Principal

Phone #: 518-461-4773

Preparer's Signature: 

Date Prepared: 5/15/2025

**FORM B**

**New York State Consultant Services**  
**Contractor's Annual Employment Report**  
 Report Period: April 1 2024 to March 31 2025

Contracting State Agency Name: Office of Employee Relations  
 Contract Number: C210010 Agency Business Unit: OER01  
 Contract Term: 04/01/2024 to 03/31/2025 Agency Department ID: 1120000  
 Contractor Name: RM Robinson Solutions LLC  
 Contractor Address: P.O. Box 25676, Philadelphia, PA 19144  
 Description of Services Being Provided: Adult Education Basics & Job Skills Training

**Scope of Contract (Choose one that best fits):**

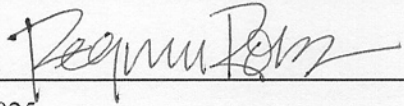
- ☐ Analysis    ☐ Evaluation    ☐ Research    ☒ Training  
☐ Data Processing    ☐ Computer Programming    ☐ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☐ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
Training & Development Specialists	2.00	135.75	\$30,543.75
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
Total this Page	2.00	135.75	\$ 0.00
<b>Grand Total</b>	2.00	135	\$30,543.75

Name of person who prepared this report: Regina Robinson

Title: President

Phone #: 267-251-8326

Preparer's Signature: 

Date Prepared: 05/15/2025



**FORM B**

## New York State Consultant Services Contractor's Annual Employment Report

Report Period: April 1, 2024 to March 31, 2025

Contracting State Agency Name: Office of Employee Relations

Contract Number: C210012

Agency Business Unit: OER01

Contract Term: 01/01/2022 to 12/31/2026

Agency Department ID: 1120000

Contractor Name: Watson & Associates, Occupational Hygiene and Safety, LLC

Contractor Address: 709 CR 403, PO Box 31, Greenville, NY 12083

Description of Services Being Provided: Job Skills Program Delivery and Program Development, Health and Safety

**Scope of Contract (Choose one that best fits):**

- ☐ Analysis    ☐ Evaluation    ☐ Research    ☒ Training  
☐ Data Processing    ☐ Computer Programming    ☐ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☐ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
11-1011.00 Chief Executives	1.00	105.50	\$10,813.75
25-3099.00 Teachers and Instructors, All Other	1.00	162.50	\$16,656.25
43-9199.00 Office and Administrative Support Workers, All Other	1.00	17.34	\$1,180.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
<b>Total this Page</b>	<b>3.00</b>	<b>285.34</b>	<b>\$28,650.00</b>
<b>Grand Total</b>	<b>3.00</b>	<b>285</b>	<b>\$28,650.00</b>

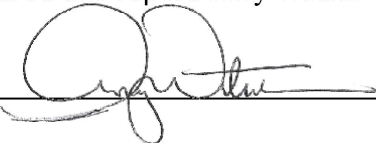
Name of person who prepared this report: Amy Watson

Title: Business Manager

Phone #: 518-929-2428

Preparer's Signature: \_\_\_\_\_

Date Prepared: 05/15/2025



**FORM B**

## New York State Consultant Services Contractor's Annual Employment Report

Report Period: April 1, 2024 to March 31, 2025

Contracting State Agency Name: Office of Employee Relations

Contract Number: NYS OER-AV

Agency Business Unit: OER01

Contract Term: 4 / 1 / 2024 to 3 / 31 / 2025

Agency Department ID: 1120000

Contractor Name: ASPIRE TECHNOLOGY PARTNERS, LLC

Contractor Address: 25 JAMES WAY, EATONTOWN, NJ 07724

Description of Services Being Provided: UNIFIED COMMUNICATIONS PROFESSIONAL SERVICES

**Scope of Contract (Choose one that best fits):**

- ☐ Analysis    ☐ Evaluation    ☐ Research    ☐ Training  
☐ Data Processing    ☐ Computer Programming    ☒ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☐ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
AUDIO/VIDEO INSTALLATION	1.00	93.70	\$23417.25
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
Total this Page	1.00	93.70	\$23,417.25
<b>Grand Total</b>	1.00	93.70	\$23,417.25

Name of person who prepared this report: Robin Schmidt

Title: RFP &amp; Contracts Manager

Phone #: 732-847-9562

Preparer's Signature: Robin Schmidt

Date Prepared: 5 / 9 / 2025

**FORM B**

## New York State Consultant Services Contractor's Annual Employment Report

Report Period: April 1, 2024 to March 31, 2025

Contracting State Agency Name: Office of Employee Relations

Contract Number: PR412563

Agency Business Unit: OER01

Contract Term: 01/01/2023 to 03/31/2026

Agency Department ID: 1120000

Contractor Name: Capital Region Language Center, LLC

Contractor Address: 21 Aviation Road, Albany, NY 12205

Description of Services Being Provided: Professional Writing, Presentation, and Spanish Training

**Scope of Contract (Choose one that best fits):**

- ☐ Analysis    ☐ Evaluation    ☐ Research    ☒ Training  
☐ Data Processing    ☐ Computer Programming    ☐ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☐ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
Administrative Support	4.00	165.00	\$14,800.00
Training and Development Specialist	5.00	233.00	\$59,200.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
<b>Total this Page</b>	<b>9.00</b>	<b>398.00</b>	<b>\$74,000.00</b>
<b>Grand Total</b>	<b>9.00</b>	<b>398</b>	<b>\$74,000.00</b>

Name of person who prepared this report: Kimberly Andersen

Title: President

Phone #: 518-884-4652

Preparer's Signature: 

Date Prepared: 5/15/2025



## FORM B

## New York State Consultant Services Contractor's Annual Employment Report

Report Period: April 1, 2024 to March 31, 2025

Contracting State Agency Name: Office of Employee Relations  
 Contract Number: S21009 Agency Business Unit: OER01  
 Contract Term: 01/01/2022 to 12/31/2026 Agency Department ID: 1120000  
 Contractor Name: John P. Kowalchyk  
 Contractor Address: 175 Tsatsawassa Lake Road, East Nassau, NY 12062  
 Description of Services Being Provided: Job Skills Program Delivery

**Scope of Contract (Choose one that best fits):**

- ☐ Analysis    ☐ Evaluation    ☐ Research    ☒ Training  
☐ Data Processing    ☐ Computer Programming    ☐ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☐ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
Training and Development Specialist	1.00	53.10	\$10620.000
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
Total this Page	1.00	53.10	\$10,620.00
<b>Grand Total</b>	1.00	53	\$10,620.00

Name of person who prepared this report: John P. Kowalchyk

Title: Consultant

Phone #: 631.702.3498

Preparer's Signature: 

Date Prepared: 5/15/2025

(Use additional pages, if necessary)

**FORM B**

## New York State Consultant Services Contractor's Annual Employment Report

Report Period: April 1, 2024 to March 31, 2025

Contracting State Agency Name: Office of Employee Relations

Contract Number: S210014

Agency Business Unit: OER01

Contract Term: 1/1/2022 to 12/31/2026

Agency Department ID: 1120000

Contractor Name: Jeffrey M. Selchick, Esq.

Contractor Address: PO Box 11280, Albany, NY 12211

Description of Services Being Provided: NYS/CSEA Master Arbitrator

**Scope of Contract (Choose one that best fits):**

- ☐ Analysis    ☐ Evaluation    ☐ Research    ☐ Training  
☐ Data Processing    ☐ Computer Programming    ☐ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☒ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
NYS/CSEA Master Arbitrator	1.00	1,000.00	\$64,800.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
Total this Page	1.00	1,000.00	\$64,800.00
<b>Grand Total</b>	1.00	1,000	\$64,800.00

Name of person who prepared this report: Jeffrey M. Selchick, Esq.

Title: NYS/CSEA Master Arbitrator

Phone #: 518-428-6007

Preparer's Signature: \_\_\_\_\_

Date Prepared: 5/22/2025

**FORM B**

## New York State Consultant Services Contractor's Annual Employment Report

Report Period: April 1, 2024 to March 31, 2025

Contracting State Agency Name: Office of Employee Relations

Contract Number: T23013

Agency Business Unit: OER01

Contract Term: 04/01/2024 to 03/31/2025

Agency Department ID: 1120000

Contractor Name: Jay M. Siegel

Contractor Address: 12 Rock Street, Cold Spring, NY 10516

Description of Services Being Provided: Regional Arbitrator for NYS &amp; CSEA

**Scope of Contract (Choose one that best fits):**

- ☐ Analysis    ☐ Evaluation    ☐ Research    ☐ Training  
☐ Data Processing    ☐ Computer Programming    ☐ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☒ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
23-1022	1.00	300.00	\$54,000.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
Total this Page	1.00	300.00	\$54,000.00
<b>Grand Total</b>	1.00	300	\$54,000.00

Name of person who prepared this report: Jay M. Siegel

Title: Arbitrator

Phone #: 845-265-3124

Preparer's Signature: 

Date Prepared: 05/10/2025

(Use additional pages, if necessary)

FORM B

New York State Consultant Services  
Contractor's Annual Employment Report  
Report Period: April 1, 2024 to March 31, 2025

Contracting State Agency Name: Office of Employee Relations  
Contract Number: 0955  
Contract Term: 10/21/2024 to 12/31/2025  
Contractor Name: Authentic Trainings LLC  
Contractor Address: 432 Tubbs Rd., Mexico, NY 13114  
Agency Business Unit: OER01  
Agency Department ID: 1120000  
Description of Services Being Provided: Understanding the Aging Process - Training

Scope of Contract (Choose one that best fits):


- ☐ Analysis    ☐ Evaluation    ☐ Research    ☒ Training  
☐ Data Processing    ☐ Computer Programming    ☐ Other IT consulting  
☐ Engineering    ☐ Architect Services    ☐ Surveying    ☐ Environmental Services  
☐ Health Services    ☐ Mental Health Services  
☐ Accounting    ☐ Auditing    ☐ Paralegal    ☐ Legal    ☐ Other Consulting

Employment Category	Number of Employees	Number of Hours Worked	Amount Payable Under the Contract
Curriculum Development	2.00	25.00	\$4,850.00
In-person Training	2.00	142.00	\$28,500.00
Virtual Training	2.00	31.00	\$6,250.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
	0.00	0.00	\$0.00
Total this Page	6.00	0.00	\$39,600.00
Grand Total	0.00		\$39,600.00

Name of person who prepared this report: Sandra Rivers

Title: Owner of Authentic Trainings LLC

Phone #: 315 679-7748

Preparer's Signature: 

Date Prepared: 05/12/2025

(Use additional pages, if necessary)

Page      of