

College at Cortland

3320214

FORM B

New York State Consultant Services
Contractor's Annual Employment Report
Report Period: April 1, 2025 to March 31, 2026

Contracting State Agency Name: SUNY Cortland
 Contract Number: D000865 Agency Business Unit:
 Contract Term: / / to / / Agency Department ID: 28170
 Contractor Name: Encorus Group Engineering
 Contractor Address: 23 Mechanic Street, Springville, NY 14141
 Description of Services Being Provided: Regulated Building Materials 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 |
|---------------------|---------------------|------------------------|-----------------------------------|
| 17-3019 | 1.00 | 2.50 | \$279.45 |
| 19-2041 | 1.00 | 2.50 | 348.30 |
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| Total this Page | 2.00 | 5.00 | \$ 627.75 |
| Grand Total | | | \$627.75 |

Name of person who prepared this report: Abby Hannel

Title: Human Resources Coordinator

Phone #: 716-592-3980 ext: 218

Preparer's Signature: *Abby Hannel*

Date Prepared: 04/29/2026

FORM B

New York State Consultant Services
Contractor's Annual Employment Report
 Report Period: April 1, 2025 to March 31, 2026

Contracting State Agency Name: **SUNY Cortland** Agency Code: _____
 Contract Number: **D000865** Agency Department ID: **28170**
 Contract Term: **XX/XX/XXXX to XX/XX/XXXX**
 Contractor Name: **Popli Design Group**
 Contractor Address: **555 Penbrooke Drive; Penfield NY 14526**
 Description of Services Being Provided: **Professional Consulting Services**

Scope of Contract (Choose one that best fits):

| | | | |
|---|---|--|---|
| <input type="checkbox"/> Analysis | <input type="checkbox"/> Evaluation | <input type="checkbox"/> Research | <input type="checkbox"/> Training |
| <input type="checkbox"/> Data Processing | <input type="checkbox"/> Computer Programming | <input type="checkbox"/> Other IT consulting | |
| <input checked="" type="checkbox"/> Engineering | <input type="checkbox"/> Architect Services | <input type="checkbox"/> Surveying | <input type="checkbox"/> Environmental Services |
| <input type="checkbox"/> Health Services | <input type="checkbox"/> Mental Health Services | <input type="checkbox"/> Accounting | |
| <input type="checkbox"/> Auditing | <input type="checkbox"/> Paralegal | <input type="checkbox"/> Legal | <input type="checkbox"/> Other Consulting |

| Employment Category | Number of Employees | Number of Hours Worked | Amount Payable Under the Contract |
|---------------------|---------------------|------------------------|-----------------------------------|
| 11-9199 | 1 | 1.50 | \$ 287.60 |
| 17-2071 | 1 | 5.00 | \$ 923.74 |
| 17-2141 | 2 | 31.50 | \$ 4,197.86 |
| 17-3023 | 1 | 60.00 | \$ 6,759.80 |
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| Total this page | 5 | 98.00 | \$ 12,169.00 |
| Grand Total | 5 | 98.00 | \$ 12,169.00 |

Preparer's Name: Karolyn Thomas

Preparer's Signature: 

Title: AR & Compliance Coordinator Phone #: (315) 937-9600

Date Prepared: 04/22/2026

FORM B

**New York State Consultant Services
Contractor's Annual Employment Report**
Report Period: April 1, 2025 to March 31, 2026

Contracting State Agency Name: SUNY Cortland
 Contract Number: D000865 Agency Business Unit:
 Contract Term: / / to / / Agency Department ID: 28170
 Contractor Name: Spring Line Design Architecture + Engineering, LLP
 Contractor Address: 73 Troy Road, East Greenbush, NY 12061
 Description of Services Being Provided: SUNY Cortland Elevators

- 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 |
|------------------------|---------------------|------------------------|-----------------------------------|
| 17-2051 | 2.00 | 3.00 | \$151.00 |
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| Total this Page | 2.00 | 3.00 | \$ 151.00 |
| Grand Total | 2.00 | 3 | \$151.00 |

Name of person who prepared this report: Shauna Alderman
 Title: Director of Administration Phone #: 518-487-4755
 Preparer's Signature: *Shauna Alderman*
 Date Prepared: 04/28/2026

FORM B

**New York State Consultant Services
Contractor's Annual Employment Report**
Report Period: April 1, 2025 to March 31, 2026

Contracting State Agency Name: SUNY Cortland
 Contract Number: D000906 Agency Business Unit: N/A
 Contract Term: 11/13/2023 to 12/31/2026 Agency Department ID: N/A
 Contractor Name: HOLT Architects PC
 Contractor Address: 619 W State Street, Ithaca NY 14850
 Description of Services Being Provided: Term Agreement 2023-2026 (Press Box, Neubig Toilets, Old Main Toilets SD & DD only, Winchell Reno, Admin Roof, Park Bleacher, Writing Center)

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 | 2.00 | 34.63 | \$25,551.80 |
| 17-3011.00 | 5.00 | 694.40 | \$74,086.92 |
| 13-1051.00 | 6.00 | 621.15 | \$38,963.08 |
| 11-9041.00 | 1.00 | 4.50 | \$526.23 |
| 17-2071.00 | 3.00 | 19.00 | \$14,124.00 |
| 17-2141.00 | 3.00 | 29.00 | \$4,330.25 |
| 43-9199.00 | 3.00 | 17.75 | \$1,697.75 |
| 17-3013.00 | 1.00 | 6.50 | \$955.50 |
| 27-2199.00 | 1.00 | 0.50 | \$317.00 |
| 17-2051.00 | 1.00 | 25.00 | \$5,541.50 |
| 17-3012.00 | 3.00 | 89.75 | \$8,054.75 |
| 17-3019.00 | 1.00 | 3.00 | \$345.00 |
| 19-2041.00 | 1.00 | 1.50 | \$187.50 |
| Total this Page | 31.00 | 1,546.68 | \$174,681.28 |
| Grand Total | 31.00 | 1,546 | \$174,681.28 |

Name of person who prepared this report: Alison L. Short

Title: Business Manager

Phone #: 607-273-7600 Ext 155

Preparer's Signature: 

Date Prepared: 5/15/2026

(Use additional pages, if necessary)

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FORM B

New York State Consultant Services Contractor's Annual Employment Report

Report Period: April 1, 2025 to March 31, 2026

Contracting State Agency Name: SUNY Cortland
 Contract Number: D000965 Agency Business Unit: N/A
 Contract Term: 03/19/2025 to 03/18/2028 Agency Department ID: N/A
 Contractor Name: HOLT Architects PC
 Contractor Address: 619 W State Street, Ithaca NY 14850
 Description of Services Being Provided: Term Agreement 2025-2028

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 | 2.00 | 81.37 | \$21,538.94 |
| 17-3011.00 | 5.00 | 657.40 | \$65,155.23 |
| 13-1051.00 | 9.00 | 90.50 | \$8,770.34 |
| 17-2051.00 | 1.00 | 5.00 | \$900.00 |
| 11-9041.00 | 5.00 | 165.50 | \$30,704.57 |
| 17-2071.00 | 4.00 | 434.75 | \$36,085.75 |
| 17-2141.00 | 3.00 | 52.75 | \$4,195.75 |
| 17-3012.00 | 1.00 | 10.00 | \$960.00 |
| 17-2111.02 | 2.00 | 432.00 | \$33,829.00 |
| 17-3027.00 | 2.00 | 29.00 | \$3,219.56 |
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| | | | |
| Total this Page | 34.00 | 1,958.27 | \$205,359.14 |
| Grand Total | 34.00 | 1,958 | \$205,359.14 |

Name of person who prepared this report: Allison L. Short

Title: Business Manager

Phone #: 607-273-7600 Ext 155

Preparer's Signature: 

Date Prepared: 5/15/2026

